

# **ANNUAL REPORT**

## **TOWN OF BOLTON, VERMONT**

**“LAND OF BOULDERS AND BEARS”**

**FOR THE YEAR JULY 1, 2016 - JUNE 30, 2017**



*“Alpine Glow” by Bolton Artist Natasha Bogar*

**PLEASE TAKE THIS REPORT TO TOWN MEETING ON  
MONDAY, MARCH 5, 2018, 7:00 PM AT SMILIE MEMORIAL SCHOOL**

# TOWN MEETINGS | OFFICE HOURS

As a courtesy, please call the clerk or chair of each board in advance to schedule your appointment.

## Select Board Meetings

First and Third Mondays, 5:45 pm

Town Office

Chair, Jen Dudley-Gaillard

Clerk, Amy Grover

## Special Select Board Meetings

Public Hearings

All scheduled as needed and warned in *The Burlington Free Press*

## Planning Commission

Second Monday, 6:00 pm

Town Office

Chair, Linda Baker

Clerk, Paula Gervia

## Conservation Commission

Monthly, Third Monday, 6:00 pm

Town Office

Chair, Amy Ludwin

Clerk, Paula Gervia

## Development Review Board

Fourth Thursday, 6:30 pm

Chair, Steve Diglio

Clerk, Sarah McShane

## Mt. Mansfield Modified Union School District

Please see the CESU website for meeting information: [www.cesvt.org](http://www.cesvt.org)

## Town Office Hours:

Monday - Thursday: 8:00 am to 4:00 pm

Friday: closed

Town Office Phone: 434-3064 and 434-5075

Town Office Fax: 434-6404

## Zoning Hours:

Zoning Administrator, Sarah McShane

Tuesday: 8:00 am to 4:00 pm

Zoning Phone: 434-5075 x225

## Assessor Hours:

Assessor, Kermit Blaisdell

Wednesday: 10:00 am to 4:00 pm

Assessor Phone: 434-5075 x223

*Cover painting by Natasha Bogar*

*Photos throughout Annual Report by Ted, Tim and Amy Grover, and Sharon Murray*

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## DEDICATION

This year's Town Report is dedicated to Wayne Ring and Joan Pecor, who both passed away in 2017, in recognition of their contributions to our community.

Wayne was a long time resident of Bolton and a valued member of both our Public Works and Smilie School teams. Wayne always had an eye on his community, and was always willing to share a laugh, along with his knowledge, expertise, and common sense.

Joan was a longtime resident of Bolton as well, and served faithfully as Bolton's Delinquent Tax Collector for 32 years. Joan was always available to work with taxpayers, helped with countless elections, and shared a positive outlook each and every day.

Wayne and Joan are both greatly missed.



*Joan Pecor*



*Wayne Ring*

## **POT LUCK DINNER**

The Town will be hosting a pot luck dinner prior to the start of Town Meeting on Monday, March 5, 2018.

Please bring your favorite dish to share (to serve 8 – 10 folks), and please identify the ingredients of your dish so that diners are aware of the contents for any allergy concerns.

Serving will begin at 5:45 p.m. and continue until the meeting starts. However, feel free to continue eating during the meeting.

As in the past, our Representatives Theresa Wood and Tom Stevens, as well as local board members, will be on hand to chat and answer questions.

Please make a note to join us and help to continue this tradition.

The Town will provide eating utensils, rolls, coffee, tea, cider and milk and Town Meeting cake!

## **BABYSITTING SERVICES**

Babysitting will be available during Town Meeting night at Smilie School, separate from the meeting area, from 6:30 p.m. until all business is finished.

Local teenagers will be on hand to care for and entertain children of all ages. Please supply your child(ren) with any special items that will help them feel more comfortable, and with a favorite snack and drink.

Please contact Amy Grover at 434-5075 x 222 if you have any questions.



## ELECTED TOWN OFFICERS

POSITION	OFFICER	YEAR ELECTED	TERM	TERM EXPIRES
<b>Town Moderator</b>	Leslie Pelch	2017	1 year	2018
<b>Town Clerk</b>	Amy Grover	2017	3 years	2020
<b>Town Treasurer</b>	Amy Grover	2017	3 years	2020
<b>Select Board</b>	Gene Armstrong	2017	3 years	2020
	Josh Arneson	2017	2 years	2019
	Jen Dudley-Gaillard, Chair	2016	2 years	2018
	Ronald Lafreniere <sup>3</sup>	2016	3 years	2018
	Sharon Murray	2016	3 years	2019
	Gene Armstrong <sup>2</sup>			
	Josh Arneson <sup>2</sup>			
<b>Board of Civil Authority</b>	John Devine, Justice	2016	2 years	2018
	Jen Dudley-Gaillard <sup>2</sup>			
	Paula Gervia, Justice	2016	2 years	2018
	Amy Grover <sup>1</sup>			
	Brenda McKeown, Justice	2016	2 years	2018
	Ron LaFreniere <sup>2</sup>			
	Sharon Murray <sup>2</sup>			
	Richard Reid, Justice	2016	2 years	2018
<b>Delinquent Tax Collector</b>	Brittany LaBerge, Justice	2016	2 years	2018
	Joan Pecor <sup>5</sup>	2017	1 year	2018
<b>Town Agent</b>	Amy Grover	2017	1 year	2018
<b>Grand Juror</b>	Amy Grover	2017	1 year	2018
<b>Town Constable</b>	Chris LaBerge <sup>6</sup>	2017	1 year	2018
<b>Cemetery Commissioners</b>	Cheryl Ann Mendicino	2017	3 years	2020
	Penny J. Tinker	2017	3 years	2020
	Betty Wheelock	2017	3 years	2020
<b>Mt. Mansfield Modified Union School District</b>	Andrew Pond <sup>4</sup>	2014	3 years	2018

### 2017-2018 Session State Representatives Washington - Chittenden 1

Representative Theresa Wood	Representative Tom Stevens
1461 Perry Hill Road	12 Winooski Street
Waterbury, VT 05676	Waterbury, VT 05676
Phone: 802 244-8087	Phone: 802 244-4164
Email: twood@leg.state.vt.us	Email: tstevens@leg.state.vt.us

<sup>1</sup>BCA member, not Justice of the Peace, term of Clerk.

<sup>2</sup>BCA member, not Justice of the Peace, term of Select Board seat.

<sup>3</sup>An error was made between 2003 and 2004 on the term for this seat. Per the Vermont Secretary of State Elections Division, and Vermont League of Cities and Towns legal counsel, future action in the 2016 election will correct the error: two (2) years remaining on a three (3) year term expiring in 2018.

<sup>4</sup>The MMUSD Board formation in December 2014 allowed for extra time on terms to address voting taking place the following March. Andrew Pond's 3 year term, beginning December 2014, will run to March 2018.

<sup>5</sup>Joan Pecor passed away in August 2017. The Bolton Select Board appointed Amy Grover to complete her term.

<sup>6</sup>Chris LaBerge resigned as Town Constable in December 2017. The Bolton Select Board appointed Jeffrey Leete to complete his term.

## HIRED AND APPOINTED TOWN OFFICIALS

POSITION	OFFICIAL	DATE OF HIRE OR APPOINTMENT	TERM EXPIRES
<b>Assistant Town Clerk &amp; Treasurer Planning Commission</b>	Carol Devlin	Hired 2013	
	Linda Baker, Chair	Appointed 1986	2019
	Steve Barner	Appointed 1990	2018
	Evan DesLauriers	Appointed 2017	2018
	Paula Gervia, Clerk	Hired 2017	
	Kaelyn Modrak	Appointed 2017	2020
	Deb Shelby	Appointed 2015	2020
<b>Conservation Commission</b>	Amy Ludwin, Chair	Appointed 2013	2019
	Ali Kosiba	Appointed 2014	2020
	Steve McLeod	Appointed 2013	2019
	Virginia Haviland	Appointed 2015	2018
	Jerry Mullen	Appointed 2015	2018
	Paula Gervia, Clerk	Hired 2017	
	<b>Preston Pond Steward Development Review Board</b>	Ali Kosiba	Appointed 2016
	John Devine, Secretary	Appointed 2014	2018
	Steve Diglio, Chair	Appointed 2014	2020
	Charmaine Godin, Alternate	Appointed 2010	2018
	Sarah McShane, Clerk	Hired 2015	
	Sharon Murray	Appointed 2005	2018
	Mike Rainville, Alternate	Appointed 2003	2018
	Rob Ricketson	Appointed 2015	2019
	Adam Miller, Vice Chair	Appointed 2015	2019
	Adam Beaudry, Alternate	Appointed 2017	2019
<b>Tree Warden</b>	Luke Ingram	Appointed 2014	Annual Re-Appt
<b>Zoning Administrator</b>	Sarah McShane	Hired 2016	
<b>Animal Control Officers</b>	Jeffrey Leete	Appointed 2017	Annual Re-Appt
	Rob Mullen	Appointed 2017	Annual Re-Appt
<b>Assessor</b>	Kermit Blaisdell	Hired 1988	
<b>Assessor Assistant</b>	Linde Emerson	Hired 2015	
<b>Health Officer</b>	Chris LaBerge	Appointed 2017	3 Year Term
<b>Fire Chief/Warden</b>	Mike Gervia	Appointed 1997	Annual Re-Appt
<b>Representative to CCRPC*</b>	Sharon Murray	Appointed 2017	2 Year Term
	Joss Besse, Alternate	Appointed 2017	2 Year Term
	Joss Besse (CWAC)	Appointed 2017	2 Year Term
	Joss Besse (TAC)	Appointed 2017	2 Year Term
	Lee Wheelock	Hired 2005	
<b>Cemetery Caretakers</b>	David Streeter	Hired 2014	
	Eric Andrews, Foreman	Hired 1999 FT	
<b>Highway Department</b>	Glenn Armstrong	Hired 2011 FT	
	Dan Champney	Hired 2015 PT	
<b>Area Principals</b>			
<b>Smilie Memorial School</b>	Barbara Tomasi-Gay		
<b>Camels Hump Middle School</b>	Mark Carbone		
<b>Mt. Mansfield Union High School</b>	Michael Weston		
<b>CESU Superintendent</b>	John Alberghini		

\*CCRPC: Chittenden County Regional Planning Commission

\*\*CWAC: Clean Water Advisory Committee

\*\*\*TAC: Transportation Advisory Committee

## **TOWN SECTION**

### **TOWN WARNINGS AND BALLOTS**

**Notice to Voters  
Town Warning  
Sample Town Ballots**

### **FINANCIAL**

**Auditor's Letter (report available to download [www.boltonvt.com](http://www.boltonvt.com))**

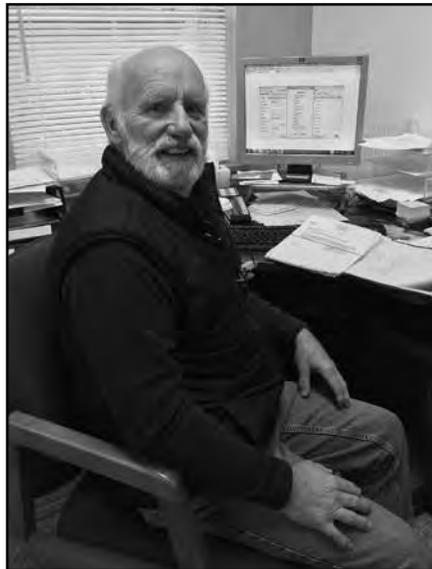
**Delinquent Tax Collector's Report**

**Minutes of March 6, 2017 Town Meeting**

**Proposed 2018-19 Budget**

**Reserve Fund**

**Tax Rate Information**



*Kermit Blaisdell, Assessor*

## **NOTICE TO VOTERS**

### **ANNUAL TOWN MEETING DAY**

#### **BEFORE ELECTION DAY:**

**CHECKLIST POSTED** at the Town Office by February 4, 2018. If your name is not on the checklist, then you must register to vote. **SAMPLE BALLOTS** will be posted by February 24, 2018.

**HOW TO REGISTER TO VOTE:** There is no deadline to register to vote. You will be able to register to vote on the day of the election. You can register before the election by visiting the Town Office or going online to [olvr.sec.state.vt.us](http://olvr.sec.state.vt.us).

**REQUEST EARLY or ABSENTEE BALLOTS:** You or a family member can request early or absentee ballots at any time during the year of the election in person, in writing, by telephone, email, or online at [mvp.sec.state.vt.us](http://mvp.sec.state.vt.us). The latest you can request ballots for the Local Election is the close of the Town Office on March 5, 2018. (Any other person authorized by you who is not a family member must apply in writing or in person for a ballot for you.)

Please note: no person, except Justices of the Peace, may take any ballot from the Town Office on behalf of another person.

Unless the registered voter comes in person to the Town Office to vote or to take their ballot, early or absentee ballot requests are processed by mailing the ballot/s directly to the registered voter.

#### **WAYS TO VOTE YOUR EARLY or ABSENTEE BALLOT:**

You may vote in the Town Office before the deadline.

Voter may take his or her ballot(s) out of the Town Office and return in same manner as if the ballots were received by mail.

Have ballot mailed to you, and mail or deliver it back to the Town Office before Election Day or to the polling place (Smilie Memorial Elementary School) before 7:00 p.m. on Election Day.

If you are sick or disabled before Election Day, ask the town clerk to have two justices of the peace bring a ballot to you at your home. (Ballots can be delivered on any of the eight days preceding the day of the election or on the day of election.)

#### **ON ELECTION DAY:**

If your name was dropped from the checklist in error, or has not been added even though you submitted a timely application for addition to the checklist, you can fill out a new registration form.

If the clerk or Board of Civil Authority does not add your name, you can appeal the decision to a superior court judge, who will settle the matter on Election Day. Call the Secretary of State's Office at 1-800-439-VOTE (439-8683) for more information.

If you are a first time voter who submitted your application to the checklist individually by mail and did not submit the required document, you must provide a current and valid photo identification, or a bank statement, utility bill, or government document that contains your name/current address.

If you have physical disabilities, are visually impaired or can't read, you may have assistance from any person

of your choice. If any voters you know have disabilities let them know they can have assistance from any person of their choice.

If you know voters who cannot get from the car into the polling place let them know that ballot(s) may be brought to their car by two election officials.

**IF YOU HAVE ANY QUESTIONS OR NEED ASSISTANCE WHILE VOTING, ASK YOUR TOWN CLERK OR ANY ELECTION OFFICIAL FOR HELP.**

**NO PERSON SHALL:**

Vote more than once per election, either in the same town or in different towns.

Mislead the Board of Civil Authority about your own or another person's true residency or other eligibility to vote.

Hinder or impede a voter going into or from the polling place.

Socialize in a manner that could disturb other voters in the polling place.

Offer bribe, threaten or exercise undue influence to dictate or control the vote of another person.

**FOR HELP OR INFORMATION:** Call the Secretary of State's Office at 1-800-439-VOTE (439-8683). (Accessible by TDD)

If you believe that any of your voting rights have been violated, you may file an Administrative Complaint with the Secretary of State's Office, 128 State Street, Montpelier, VT 05633.

If you believe you have witnessed efforts to commit any kind of fraud or corruption in the voting process, you may report this to your local United States Attorney's Office.

If you have witnessed actual or attempted acts of discrimination or intimidation in the voting process, you may report this to the Civil Rights Division of the United States Department of Justice at (800) 253-3931.

**INSTRUCTIONS FOR VOTERS USING PAPER BALLOTS**

**CHECK-IN AND RECEIVE BALLOTS:**

Go to the entrance checklist table.

Give name and, if asked, street address to the election official in a loud voice.

Wait until your name is repeated and checked off by the official.

An election official will give you a ballot.

Go to a vacant voting booth.

**MARK YOUR BALLOT:** For each office listed on the ballot, you will see instructions to "Vote for not more than one, or Vote for not more than two, etc."

To vote for a candidate, fill in the oval to the right of the name of the candidate you want to vote for.

**WRITE-IN CANDIDATE(S).** To vote for someone whose name is not printed on the ballot, use the blank "write-in" lines on the ballot and either write-in the name or paste on sticker, then fill in the oval.

**CHECK OUT:**

Go to the exit checklist table and state your name in an audible voice.

Wait until your name is repeated and checked off by the official.

**CAST YOUR VOTE** by depositing your voted ballot in “Voted Ballots” box.

**LEAVE** the voting area immediately.



*Town Meeting 2017*



WARNING  
TOWN OF BOLTON ANNUAL TOWN MEETING  
MONDAY, MARCH 5, 2018

The legal voters of the Town of Bolton are hereby warned and notified to meet at Smilie Memorial Elementary School, 2712 Theodore Roosevelt Highway (Route 2), Bolton at 7:00 p.m. on Monday, March 5, 2018 to transact the following business from the floor:

- ARTICLE 01. Shall the voters of the Town of Bolton accept the FY 2016-2017 Town Report?
- ARTICLE 02. Shall the voters of the Town of Bolton vote a budget of \$1,008,389 to meet the expenses and liabilities of the town and authorize the Select Board to set a tax rate sufficient to provide the same?
- ARTICLE 03. Shall the voters of the Town of Bolton vote to pay real and personal property taxes to the Town Treasurer in four (4) installments with due dates of September 15, 2018, November 15, 2018, February 15, 2019 and May 15, 2019?
- ARTICLE 04. Shall the voters of the Town of Bolton authorize the Select Board to borrow money for the necessary needs of the town as they arise?
- ARTICLE 05. Shall the voters of the Town of Bolton appropriate \$201,231 in uncommitted general funds to the following reserve funds, in addition to those reserve contributions included in the FY 2018-2019 Proposed Municipal Budget?  
Fire Equipment Reserve Fund \$122,000  
Highway Equipment Reserve Fund \$79,231
- ARTICLE 06. Shall the voters of the Town of Bolton authorize the Select Board to appoint a collector of delinquent taxes, pursuant to 17 V.S.A. § 2651d(a)?
- ARTICLE 07. Shall the voters of the Town of Bolton establish expenses for the members of the Select Board?
- ARTICLE 08. To transact any other business thought proper when met.

AUSTRALIAN BALLOT QUESTIONS

Voting by Australian ballot will be conducted on Tuesday, March 6, 2018 at Smilie Memorial Elementary School, between the hours of 7 a.m. – 7 p.m., at which time the polls will close. The town will hold an informational meeting on Monday, March 5, 2018 at 7 p.m. regarding Articles 10 – 12. The following articles will be voted by Australian Ballot:

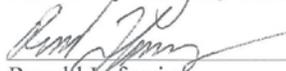
- ARTICLE 09. To elect all town officers as required by law:  
One Town Moderator for a term of one (1) year  
One Select Board member for a term of two (2) years  
One Select Board member for a term of three (3) years  
One Town Constable for a term of one (1) year  
One Town Agent for a term of one (1) year  
One Grand Juror for a term of one (1) year  
One School Director for a term of three (3) years
- ARTICLE 10. Shall the voters of the Town of Bolton authorize the Select Board to add a one quarter cent (1/4¢) addition to the tax rate to support the Conservation Fund?
- ARTICLE 11. Shall the voters of the Town of Bolton authorize the purchase or lease of a “Mini Pumper” for the Bolton Volunteer Fire Department, price not to exceed \$215,000, to be financed over a period not to exceed ten years?
- ARTICLE 12. Shall the voters of the Town of Bolton authorize the purchase or lease of a Bucket Loader for the Bolton Highway Department, price not to exceed \$140,000, to be financed over a period not to exceed ten years?

  
Gene Armstrong

  
Jen Dudley-Gaillard, Chair

  
Sharon Murray

  
Josh Arneson, Vice Chair

  
Ronald Lafreniere

Received for record at Bolton this 23<sup>rd</sup> day of January 2018.

  
Amy Grover, Town Clerk and Treasurer

**TOWN OF BOLTON**  
**ANNUAL TOWN MEETING**  
**MARCH 06, 2018**

INSTRUCTIONS TO THE VOTERS: To vote for a person whose name is printed on the ballot, make a mark in the square at the right of that person's name. To vote for a person whose name is not printed on the ballot, write that name on the blank line in the appropriate block and then make a mark in the square at the right of that name.

FOR TOWN MODERATOR

For a one year term

Vote for not more than one person

LESLIE PELCH.....[ ]

WRITE-IN .....[ ]

FOR TOWN AGENT

For a one year term

Vote for not more than one person

AMY GROVER.....[ ]

WRITE-IN.....[ ]

FOR GRAND JUROR

For a one year term

Vote for not more than one person

AMY GROVER.....[ ]

WRITE-IN.....[ ]

FOR SCHOOL DIRECTOR, MMMUSD

For a three year term

Vote for not more than one person

ANDREW POND .....[ ]

WRITE-IN .....[ ]

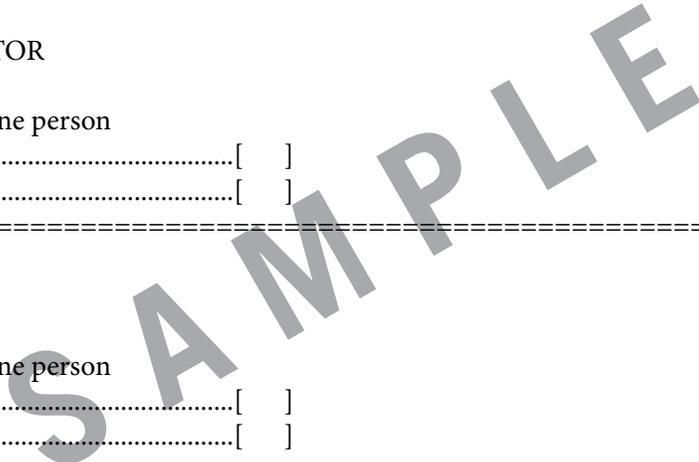
FOR CONSTABLE

For a one year term

Vote for not more than one person

JEFFREY LEETE.....[ ]

WRITE-IN.....[ ]



**TOWN OF BOLTON**  
**ANNUAL TOWN MEETING**  
**MARCH 06, 2018**

INSTRUCTIONS TO THE VOTERS: To vote for a person whose name is printed on the ballot, make a mark in the square at the right of that person's name. To vote for a person whose name is not printed on the ballot, write that name on the blank line in the appropriate block and then make a mark in the square at the right of that name.

=====

FOR SELECT BOARD MEMBER	FOR SELECT BOARD MEMBER
For a three year term	For a two year term
Vote for not more than one person	Vote for not more than one person
TONY BARBAGALLO..... [ ]	ISAAC BOINEY.....[ ]
GERARD (JERRY) A. MULLEN .....[ ]	MICHAEL "MICA" CASSARA.....[ ]
WRITE-IN _____[ ]	JOHN TSCHERNENKO .....[ ]
	WRITE-IN _____ [ ]

=====

**TOWN OF BOLTON**  
**ANNUAL TOWN MEETING**  
**MARCH 06, 2018**

INSTRUCTIONS TO THE VOTERS: If you are in favor of the following question, please make a mark in the box opposite the YES. If you are opposed to the following question, please make a mark in the box opposite the NO.

SHALL THE VOTERS OF THE TOWN OF BOLTON AUTHORIZE THE SELECT BOARD TO ADD A ONE QUARTER CENT (¼¢) ADDITION TO THE TAX RATE TO SUPPORT THE CONSERVATION FUND?

YES ..... [    ]

NO ..... [    ]

**TOWN OF BOLTON**  
**ANNUAL TOWN MEETING**  
**MARCH 06, 2018**

INSTRUCTIONS TO THE VOTERS: If you are in favor of the following question, please make a mark in the box opposite the YES. If you are opposed to the following question, please make a mark in the box opposite the NO.

SHALL THE VOTERS OF THE TOWN OF BOLTON AUTHORIZE THE PURCHASE OR LEASE OF A "MINI PUMPER" FOR THE BOLTON VOLUNTEER FIRE DEPARTMENT, PRICE NOT TO EXCEED \$215,000, TO BE FINANCED OVER A PERIOD NOT TO EXCEED TEN YEARS?

YES ..... [    ]

NO ..... [    ]

**TOWN OF BOLTON**  
**ANNUAL TOWN MEETING**  
**MARCH 06, 2018**

INSTRUCTIONS TO THE VOTERS: If you are in favor of the following question, please make a mark in the box opposite the YES. If you are opposed to the following question, please make a mark in the box opposite the NO.

SHALL THE VOTERS OF THE TOWN OF BOLTON AUTHORIZE THE PURCHASE OR LEASE OF A BUCKET LOADER FOR THE BOLTON HIGHWAY DEPARTMENT, PRICE NOT TO EXCEED \$140,000, TO BE FINANCED OVER A PERIOD NOT TO EXCEED TEN YEARS?

YES ..... [    ]

NO ..... [    ]

# Sullivan, Powers & Co., P.C.

Certified Public Accountants

77 Barre Street  
P.O. Box 947  
Montpelier, VT 05601  
802/223-2352  
www.sullivanpowers.com

Fred Duplessis, CPA  
Richard J. Brigham, CPA  
Chad A. Hewitt, CPA  
Wendy C. Gilwee, CPA  
VT Lic. #92-000180

December 6, 2017

## Selectboard

Town of Bolton, Vermont  
3045 Theodore Roosevelt Highway  
Bolton, Vermont 05676

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Bolton, Vermont as of and for the year ended June 30, 2017, and have issued our report dated December 6, 2017. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and "Government Auditing Standards", as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you dated May 30, 2017. Professional standards also require that we communicate to you the following information related to our audit.

### Our Responsibilities under U.S. Generally Accepted Auditing Standards and "Government Auditing Standards"

As stated in our engagement letter, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with the modified cash basis of accounting. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we considered the internal control of the Town of Bolton, Vermont. Such considerations are solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the Town of Bolton, Vermont's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions was not an objective of our audit.

Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement. We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

#### Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our engagement letter.

#### Significant Audit Findings

##### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town of Bolton, Vermont are described in Note I to the financial statements.

As described in Note II.B. to the financial statements, the Town changed the basis of accounting by adopting the modified cash basis of accounting in fiscal year 2017. Accordingly, the cumulative effect of the accounting change as of the beginning of the year is reported in Note II. B., Restatement/Reclassification of Fund Balances/Net Position. Also, as described in Note II. B. to the financial statements, errors in the classification of fund types were corrected by management during the current year.

We noted no transactions entered into by the Town of Bolton, Vermont during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

##### *Difficulties Encountered in Performing the Audit*

We encountered no difficulties in dealing with management in performing and completing our audit.

##### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. We proposed adjustments that in our judgment, either individually or in the aggregate, had a significant effect on the financial reporting process. These audit adjustments related to cash, prepaid expenses, accounts payable, revenues, expenses and fund balance. These audit adjustments were caused by not reconciling the supporting documentation to the general ledger. These corrections were considered material in relation to the financial statements taken as a whole. These adjustments were all posted by management.

*Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations*

We have requested certain representations from management that are included in the management representation letter dated December 6, 2017.

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Town of Bolton's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management prior to our acceptance as the Town of Bolton, Vermont's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our acceptance.

Other Matters

We applied certain limited procedures to the Statement of Cash Receipts, Cash Disbursements and Changes in Modified Cash Basis Fund Balance – Budget and Actual – Budgetary Basis – General Fund, the Schedule of Proportionate Share of the Net Pension Liability – VMERS Defined Benefit Plan and the Schedule of Contributions – VMERS Defined Benefit Plan which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Town of Bolton, Vermont

-4-

December 6, 2017

Restriction on Use

This information is intended solely for the use of the Selectboard and management of the Town of Bolton, Vermont and is not intended to be, and should not be, used by anyone other than these specified parties.

Respectfully submitted,

*Sullivan, Powers & Company*  
SULLIVAN, POWERS & CO.  
Certified Public Accountants

**The full Auditor's Report is available at [www.boltonvt.com](http://www.boltonvt.com)**

## DELINQUENT TAX COLLECTOR'S REPORT

Delinquent Taxes outstanding as of June 30, 2016	\$49,563.47
Delinquent Taxes assigned for collections as of May 16, 2017	+\$66,520.96
Delinquent Taxes collected from July 1, 2016 – June 30, 2017	-\$58,142.71
Adjustments, Errors, Omissions, and Abatements	-\$2,230.55
Outstanding Delinquent Taxes as of June 30, 2017	\$55,711.17

*\*These numbers do not include collections of Delinquent Taxes from June 30, 2017 to the time of this annual report.*

Delinquent Taxes collected from July 1, 2017 – December 31, 2017	\$32,937.46
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Town of Bolton  
3045 Theodore Roosevelt Highway  
Bolton VT 05676

TOWN MEETING MINUTES  
Smilie Memorial School  
March 6, 2017  
7 p.m.

- Announcements prior to calling Town Meeting to order:
  1. Representatives Tom Stevens & Theresa Wood:
    - Town Meeting Legislative Report provided.
    - Both expressed that they were always available to residents and that they were honored to serve Bolton in Montpelier, privileged to hear thoughts and share issues, and noted Bolton's great potluck and sense of community with thanks to whomever made the kielbasa (Paula Gervia) - laughter.
    - Tom noted: it's been an interesting year of change and different energy with the new Governor and many new representatives; working on re-building a budget, but will also have to wait to see what happens in Washington, D.C.
    - Theresa noted: that she serves on the Human Services Committee which is addressing; inequities of childcare rates, PreK implementation, choices for care for programs addressing substance use disorders & the closing of Maple Leaf outpatient services, bills through the House and in the Senate are addressing rights of sexual assault victims. Additionally, water quality and financing package issues, possibilities and issues around the Notch Road tunnel rehabilitation project.
  2. Andrew Pond, MMMUSD representative, MMMUSD update:
    - Reviewed the tax rate for FY 16-17, expecting FY 17-18 tax rate to go down 3.7%, dependent on CLA, noted income sensitivity.
    - Continued efficiencies in food service and administration, offering school choice.
    - Revised set of goals for the school district, including narrowing the achievement gap, utilizing a community engagement survey.
    - Piloting a foreign language immersion program at JES beginning with kindergarten with the goal for a student to be fluent in Spanish by 5<sup>th</sup> grade.
    - Smilie updates – enjoying financial stability by being part of MMMUSD, security cameras have been installed as deterrent due to vandalism issues, 17-18 enrollment is projected to be up 6%, focusing on a culture of caring & confidence, 7<sup>th</sup> highest standardized test scores in the state.
  3. Good Citizen of the Year Presentation by John Devine – Recipient Town Moderator, Joss Besse
  4. General announcements by Moderator Joss Besse: Girl Scout cookies for sale, dog licenses due by April 1<sup>st</sup> available tonight and tomorrow, bids for the 2017 town mowing contract bid will be accepted until April 3, 2017, the Doyle and CESU community engagement surveys are available, as are BOLL books, and thanks to Steve Peery for setting up the sound system, Andrew Gervia for being the microphone runner.

5. Moderator Joss Besse asked for attendees to make brief introductions to their chair partners.

#### Call to Order

- Moderator Joss Besse called the meeting to order at 7:20 p.m., reviewed Robert's Rules of Order, and asked that non-registered voters identify themselves reminding them that they could not participate in any vote.

#### **Article 1 ~ Shall the voters of the Town of Bolton accept the FY 2015 – 2016 Town Report?**

**Motion: Rob Ricketson**

**Second: Steve McLeod**

Moderator Joss Besse invited representatives of the Planning Commission and Conservation Commission to provide a brief committee updates.

Deb Shelby, Planning Commission: The Town Plan is in the final stages of review, it will then be passed on to the Select Board for review and their public hearing, with the target for the Town Plan to be adopted by May 21, 2017. The PC will then begin review of the Bolton Land Use and Development Regulations.

Deb Shelby, Economic Resource Committee: we are compiling a list of Bolton businesses, planning Bolton Market Day 2017, hopefully at/in conjunction with Bolton Valley, Noted – the town is mostly run by volunteers, please consider joining us and giving back to our town.

Amy Ludwin – Conservation Commission: it has been a super busy year drafting the Preston Pond Management Plan, which is nearly finalized, and will then be sent on to the Select Board for approval. The CC gathered public input, the PPMP went through formal review and approval by VT Land Trust, there was a site visit with VT Fish & Wildlife, and the forestry plan was scribed by the County Forester. In the past year we've gotten a complete floodplain inventory for the Town floodplain, so we have a baseline report. We've also been working on a notice regarding plants at the Sara Holbrook property (US Route 2, northern access area for the Long Trail's foot bridge), and at the access to the Long Trail parking area near the bridge. In addition, the CC has been working on Smilie School projects with the Friends of the Winooski River, and working to improve the canoe access on the south side of the Winooski River. I also want to thank Brian Mezitt for his participation as a resident in the CC meetings, volunteer Miranda Grover for her meeting note taking, and to introduce Ali Kosiba, the Preston Pond Steward.

Ali Kosiba – The role of the steward includes trail clearing with help from volunteers, working on improved trail signage, and the relocation of the Libby's Lookout trail.

Amy Grover noted an error on the tax chart on page 29 of the Town Report: the last row should be corrected to read that FY 16-17 was a re-appraisal completion year, the tax rate of .6004 inadvertently already included the Conservation .0025, which inflated the tax rate by .0025. The correct numbers are: tax rate of .5979, Conservation rate of .0025, non-residential tax rate of \$2.1899 and residential rate of \$2.2043. This error was only made on this chart, tax bills are correct (laughter).

Leslie Pelch: I want to add my praise for the Town Report, it was nicely laid out with nice pictures.

No further discussion. The moderator called for a vote. All were in favor. Article 1 passed.

**Article 2 ~ Shall the voters of the Town of Bolton vote a budget of \$935,723 to meet the expenses and liabilities of the town and authorize the Select Board to set a tax rate sufficient to provide the same?**

**Motion: Hilary Besse**

**Second: Margot Pender**

Mica Cassara: I've noted the difference between the condition of Stage Road in Richmond and Stage Road in Bolton; Richmond's end is far superior. I want to suggest that the Select Board and Capital Planning Committee take a look at scheduling the repair of the major dirt roads in Bolton; Stage and Notch Roads, between 5 – 6 miles. In the long term, it would be cost effective. We would save money in maintenance costs, wear and tear on equipment, ours included (laughter). It would wise for us to do something like Richmond. I would be willing to help out if/how I can (applause of approval).

Moderator Joss Besse noted he was remiss in not calling on the Select Board first for a budget summary.

Jen Dudley-Gaillard: I have spent some time crunching numbers, as a bookkeeper it's what I do. It would appear that costs to rehab Bolton's roads would be 61K per mile, for 10 miles of dirt roads. Richmond had a seven-year rotation. A seven-year rotation for Bolton would be an additional 87K per year, with an impact to taxes of \$80 per year per 100K of your property's assessed value. I also am suspect of some of Richmond's numbers, as they seem low, especially for culvert costs at \$2,500. We as a town can have a conversation about this tonight or at another time, I'm sure it will come up again. I also want to note that the Select Board is working with the Capital Planning Committee on scheduling road re-building.

Sharon Murray: There will be larger issue with our roads due to the water quality bill, necessitating municipal road permits. We are working with CCRPC on inventorying our roads. The permitting requirements are scheduled to kick in next year, with 2K just for the permit. We will need to address a capital improvement program for our roads as a community.

Moderator Joss Besse: I want to note that as the CCRPC representative, CCRPC felt that Bolton was doing well keeping up with culverts and road surfaces.

John Westie: Can you clarify the impact of road work on our taxes?

Jen Dudley-Gaillard: To implement a seven-year cycle like Richmond, it would cost an additional \$80 per year of 100K of assessed property value.

Tony Barbagallo: Would this provide any reduction in maintenance costs?

Jen Dudley-Gaillard: No, this is a comparison to a cycle akin to Richmond's seven year plan. I also want to note that Bolton has fewer staff – if we are working on roads, we will need additional staff to take care of regular summer maintenance like grading, ditching, and mowing.

Carol Devlin: Working in the Town Office I hear a lot about roads and want to caution that Richmond has areas that are opening up, Jericho has taken a different tactic; the town should review other options that are out there.

Steve Diglio: As a civil engineer, I build roads. The general trend is if we do not get ahead, we will fall behind. This is a good conversation to have as a town, and to devise a funding mechanism to stay ahead.

John Devine: I want to bring up the fact that in all funding, it is income sensitive – some will pay more, some will pay less. The figure is a general one, but not completely accurate.

Jen Dudley-Gaillard: There would not be a way to figure the income sensitivity into the costs, and this is good information to keep in mind.

Jen Dudley-Gaillard - Budget Summary:

I want to note that Ralph Deslauriers brought up the budget rate increase last year and asked if the budget rate would increase 3 times the inflation rate yearly. I am happy to report no, as you can see on page 22, the overall increase is a modest 1%. Does that make you happy Ralph (laughter)? The Select Board and Capital Planning Committee worked hard on the pushes and pulls of the budget.

With a quick overview; the town administration is up 4%, due to increased legal fees, county fees, along with providing clerking and staffing for various boards, and a stipend for volunteer boards of \$10 per meeting. Unfortunately, the legal costs are issues that require legal tending to.

Decreases include reductions in the audit and assessor services; the town went out to bid for both of those services and costs were reduced. The library reimbursement funds were moved to a recreation fund in hopes of having one or two town wide events per year open to all.

As far as highway speed control, I know this has come up on Front Porch Forum. I want to make it clear that the current policing in Bolton is due to a county wide grant. Bolton did not ask the Richmond Police Department to come to town, and actually didn't know that they were coming to town until they were here. We are talking with the Richmond Police Department on speed control services, but have not entered a contract. We have put 5K in budget for speed control services, specifically addressing numerous complaints we have received about speeding on Duxbury and Bolton Valley Roads. The budgeted 5K would provide approximately 9 hours of speed control services a month at \$419, which would translate into speed control 1.25% of the month, I don't believe that would make folks feel like they are living in a police state.

There have been decreases to the Highway Budget; Eric Andrews has done an excellent job budgeting and finding areas to cut. We have increased funding in resurfacing and replacing culverts, and will be submitting a Better Back Roads grant application to help offset highway expenses.

The Fire Department has a 6% increase mostly due to increased costs for Workman's Compensation and an increase to the Fire Chief stipend of \$500 for all the time he puts into that position. In this current fiscal year we will pay off the fire engine, and have redistributed this amount in the FY 17-18 budget to the Reserve Fund. This decision was made along with the Capital Planning Committee, and will fund future purchases for both the Fire and Highway Departments.

Amy Grover: The fire truck has been paid off, the check has been cut and cleared.

Steve McLeod: I appreciate the Select Board holding the line on the budget, this is an important priority.

Kristin May: I live on Duxbury Road, and I want to thank you for taking traffic control into consideration. The speeds on my road are insane. There have been numerous break-ins. I have called the state police a lot, and have been told that statistically, we are not important. Knowing that the Richmond Police Department is around puts an awareness out there so that speeds and break-ins could both be reduced. I have small children

and animals, and we can't safely walk or bike on my road. That nine hours a month of a police presence means the world to us, and I appreciate it being brought up and brought into consideration.

Ryan Farrell: Can you explain the variability in costs of bookkeeping auditing services?

Jen Dudley-Gaillard: We went out to bid for services this year, and the bid was less.

Ryan Farrell: Any suggestions from the auditors that we have taken or not taken?

Jen Dudley-Gaillard: The previous auditors suggested outside reconciliation of bank funds which we put in place. Unfortunately, there has been a lot of press about notable town embezzlement cases in VT.

Amy Grover: The former auditors have identified the same material weakness and significant deficiency since they started doing the town audit. Because we are a small office, it is impossible to fully separate financial tasks due to the fact that we have only two staff; Treasurer and Assistant Treasurer. We do have an outside financial contractor doing monthly reconciliations, and have taken suggestions to address curing the noted deficiencies and weaknesses, which also includes the booking of depreciation. We will continue to work with our new auditors to tighten financial controls.

No further discussion. The moderator called for a vote. All were in favor. Article 2 passed.

**Article 3 ~ Shall the voters of the Town of Bolton vote to pay real and personal property taxes to the Town Treasurer in four (4) installments with due dates of September 15, 2017, November 15, 2017, February 15, 2018, and May 15, 2018?**

**Motion: Bernie Moore**

**Second: Steve Perry**

No further discussion. The moderator called for a vote. All were in favor. Article 3 passed.

**Article 4 ~ Shall the voters of the Town of Bolton authorize the Select Board to borrow money for the necessary needs of the Town as they arise?**

**Motion: Hilary Besse**

**Second: Ralph Deslauriers**

Rob Ricketson: Can you explain what type of expenses that might entail?

Sharon Murray: It is to allow the town the ability to borrow funds in case we have shortfall in timely tax payments, or in case of emergency when funds for repairs are needed right away, as in a FEMA event. Fortunately, we have not had to do this. All other funds that we borrow are specifically authorized by the voters; those expenses are brought to the floor in advance.

No further discussion. The moderator called for a vote. All were in favor. Article 4 passed.

**Article 5 ~ Shall the voters of the Town of Bolton authorize the purchase, or lease to own, of a new Highway Department plow truck, in an amount not to exceed \$180,000 to be financed over a period of five years?**

**Motion: Virginia Haviland**

**Second: Deb Andrews**

Jen: This is an Article because, well, how many of you know how old the truck is that we are replacing? Those of you who are not married to or living with someone from the Highway Department (laughter). It's a 2005 and we also own a 2001. The 2005 is a twelve-year-old truck. The Select Board has the power to lease but not to buy, so we brought both of these options before the voters with this Article. We are replacing the truck due to dependability issues – you all might recall that icy day when this truck was down for repairs, and also due to the costs in repairs, 12K this year. The Select Board is working in conjunction with the Capital Planning Committee to get back on an equipment replacement schedule. As far as debt service, it currently stands at 10% with this budget, it was 12.5% last year, and in the past, we have seen highs of 14%. I also want to note that next year is the last year for payments on the Town Office renovations.

Ralph Deslauriers: Is the town replacing the older truck or the newer truck?

Jen Dudley-Gaillard: We would replace one of the trucks and keep one truck as back up. It is not in the FY 17-18 budget as we would not begin paying on it until FY 18-19.

Sharon Murray: We would make a down payment in FY 17-18 from the reserve fund, which would not change the budget or change taxes. We have 122K available in the highway equipment reserve fund and would use a portion of that for the down payment.

Joss Besse: I want to note that the Capital Planning Committee, on Jen's good advice, is structuring for the total of debt service plus reserve allocations to remain constant, keeping a consistent rate, but allowing for variables within them; increasing the debt service would decrease the reserve allocations, and vice versa.

Lexi Haselton: I live on Notch Road and have no doubt on supporting this, I was caught in that ice storm driving on Notch Road and I was terrified. Thank you to the road crew - what a great job they do keeping us safe, they need this truck.

No further discussion. The moderator called for a vote. All were in favor. Article 5 passed.

**Article 6 ~ Shall the voters of the Town of Bolton establish expenses for the members of the Select Board?**

**Motion: Amy Ludwin I move a sum of \$17.50 per member per meeting.**

**Second: John Westie**

Ralph Deslauriers: That's more than a 1% increase (laughter).

No further discussion. The moderator called for a vote. All were in favor. Article 6 passed.

**Article 7 ~ To transact any other business thought proper when met.**

Andrew Pond: I am concerned about the Notch Road underpass. VTrans has had two meetings regarding the tunnel and plan to rehabilitate it as it stands. It was clear at the first meeting many people thought that VTrans would address safety issues, especially with respect to school children walking through the tunnel and increase hiker use due to the Long Trail relocation and the Winooski foot bridge. There also was concern that VTrans had used old numbers on traffic counts, and did not gather pedestrian counts. In recent memory, there have been four incidents of trucks losing their brakes and being unable to stop. I make the motion that we, the

voters of Bolton, resolve to ask VTrans to plan the rehabilitation of the Notch Road underpass to safely accommodate pedestrians, and allow for two-way vehicular traffic.

Second: Don Whitman.

Hilary Besse: What would that process look like?

Steve Diglio: This project is currently in the scoping phase; getting feedback from the town.

Sharon Murray: There have been two meetings, I attended the first but couldn't make the second. VTrans is in the scoping phase and their preferred alternative is rehabilitation, but they did not consider many of the things that Andrew brought up. Our representative Theresa Wood was at the meetings, and has been talking to VTrans as well. At the second meeting, VTrans' pedestrian safety solution was to turn it into a one-way tunnel with an elevated pedestrian walkway. In terms of money, it would be 600K for the rehabilitation, plus 1 million for a separate pedestrian tunnel, bridges would be in the 6-8 million range.

Leslie Pelch: I would like to emphasize adding the separate pedestrian tunnel in the motion.

Moderator Joss Besse: Are you Andrew and Don okay with that addition to the motion?

Andrew Pond: Yes

Don Whitman: Yes.

Ralph Deslauriers: The idea of having one way road – this has worked very well on Shore Road in Shelburne. A concrete pedestrian berm would be an upgrade.

Jen Dudley-Gaillard: That would not provide protection from runaway trucks.

Leslie Pelch: Having the hill right there is what makes it scary.

Amy Ludwin: What is being including in the motion? I'm not sure I am in favor of adding a pedestrian tunnel.

Leslie Pelch: It might be worth looking into; a compromise, do some research on it.

Megan Fitzpatrick – In addition to runaway trucks, you cannot see pedestrians in the tunnel. I have stopped and asked a student to press the pedestrian signal, and I've twice almost struck a child. VTrans needs to take the increase of pedestrian use into consideration.

Moderator Joss Besse: Do the mover and seconder want to consider adding a pedestrian tunnel to the motion?

Andrew Pond: Yes. I make the motion that we, the voters of Bolton, resolve to ask VTrans to plan the rehabilitation of the Notch Road underpass to safely accommodate pedestrians, to allow for two-way vehicular traffic, and to consider adding a separate pedestrian tunnel.

Don Whitman: Yes, second.

Tim Hanson: Before the Long Trail was re-routed, was there discussion about the use of the tunnel?

Sharon Murray: Yes, it was part of DRB process; it is because of the DRB and recommendations from the state that the pedestrian signals are there. We hoped at the time that the coming upgrade would address the pedestrian safety issue.

Jen Dudley-Gaillard: VTrans does acknowledge the tunnel is substandard in both width and height.

Gary Urban: There are two big issues, we need to look at traffic growth, with possible additional development in West Bolton, and also look at plans of our community and planned growth of our community. I am dead set against a pedestrian tunnel; this a place where predators hang out.

Rob Ricketson: Can I make a motion to strike the pedestrian tunnel?

Moderator Joss Besse: The mover and seconder need to make that strike.

Andrew Pond: I strike the pedestrian tunnel.

Don Whitman: I strike the pedestrian tunnel.

Moderator Bess: The mover and seconder have both rescinded the addition of a pedestrian underpass.

Neidi Suursoo: I live on Mill Brook Road, I'm confused by the resolution asking for two-way traffic. I thought we are concerned about safety and scoping it again for safety.

Steve Peery: VTrans' solution was one lane traffic, what we are saying it is essential to have two lanes in that situation, otherwise vehicles would be queuing up on Route 2. Their solution does not sit well with me; we want pedestrians to be safe. Look the length of that, for a pedestrian tunnel that's a long way, would you want to walk through there? I don't have a solution but their compromises are not comfortable to me.

Melissa Champney: I think if you are interested, you need to come to the meetings. VTrans has pretty much made up their mind. My kids walk through that tunnel, VTrans doesn't care about that. They care about the money. It is important to show up and be part of the conversation, Amy does a good job posting the meeting information.

No further discussion. The moderator called for a vote. All were in favor. The VTrans resolution passed.

Rob Mullen: (Rob Mullen provided background information on his family, their connection to Bolton, the current political climate, and discrimination.) I propose: Vermont's motto is "Freedom and Unity." It is difficult to have unity when people are divided up and prejudged and freedom suffers as well. Therefore, the citizens of Bolton, Vermont affirm that our town welcomes people as residents and visitors regardless of race, age, national origin, gender, immigration status, sexual orientation, religion, or disability and will be treated with due respect and courtesy. By fostering an inclusive and diverse community, our town will be strengthened and our families will all benefit, directly, or indirectly, by the variety of skills, ideas, perspectives, and contributions of our citizens and by open welcome of tourists and guests (applause).

Second: Ann Whitman

Leslie: I whole heartedly agree and appreciate Rob sharing those thoughts – we are all different and all deserve respect.

Steve Peery: I feel it is important that we emphasize the idea of acceptance; that is a valuable thing.

Amy Ludwin: Thank you to Rob for sharing, I'm glad to live in town where we live and let live.

No further discussion. The moderator called for a vote. All were in favor. Mr. Mullen's resolution passed.

Mica Cassara: I am speaking as long term supporter of Planned Parenthood, which provides varied reproductive health services. Historically the US Government has supported Planned Parenthood, but over the years there has been a movement to defund Planned Parenthood at the federal level. Planned Parenthood deserves support, the services they provide are important, especially to those with a low incomes. I'm not making a resolution, but am asking that if anyone is interested in supporting this organization to see me (applause).

Deb Shelby: (Deb gave review of Senate Bill 77 and House Bill 243 recognizing the importance of transparency in government relating to disclosure of tax returns by candidates). I make a motion that the citizens of Bolton, Vermont support the efforts of our state and federal legislators regarding proposed laws that require the disclosure of federal tax returns before a presidential candidate's name can be placed on the primary and general election ballots.

Second: Ryan Farrell.

Steve Peery: This should be a basic requirement for anyone.

Tim Hanson: What would that look like? Printed tax information on a ballot?

Moderator Joss Besse: No, it would be the disclosure of tax returns in order for that candidate's name to be placed on the Vermont ballot.

Leslie Pelch: The point is to have Bolton send a letter to legislature saying we support this resolution.

No further discussion. The moderator called for a vote. The majority was in favor by a voice vote. Ms. Shelby's resolution passed.

Ali Kosiba: On behalf of the Conservation Commission I hope that you will support the ¼ cent Conservation tax. It's a small amount, an additional \$2.50 per 100K of your property's assessed value. These funds can be utilized in grant matches, and trail rehabilitation, and many other uses. I advocate your support, thank you (applause).

Moderator Joss Besse asked if there was any other business. There was none.

Moderator Joss Besse: I am floored and more than a little flattered to be the Good Citizen of the Year. As John noted I served with him on the Select Board for a term, but then went up against Ron Lafreniere, and that put an end to that (laughter). It has been my privilege to serve as your moderator for all these years.

**Motion to adjourn the meeting: Bernie Moore**

**Second: John Devine**

Moderator Joss Besse adjourned the meeting at 8:57 p.m.

Attest: Amy Grover  
Town Clerk & Treasurer

These minutes were accepted on March 13, 2017,

  
\_\_\_\_\_  
Jen Dudley-Gaillard

  
\_\_\_\_\_  
Josh Arneson

Town of Bolton Expenditure Report and FY 2018/19 Proposed Budget

Town Administration	FY 14/15		FY 15/16		FY 16-17		AVG 14-16	FY17/18 Budget	FY18/19 Budget	FY 18/19 Change (\$)	FY 18/19 % Change
	Actual	Budget	Actual	Budget	Actual	Budget					
<b>Personnel</b>											
Clerk/Treasurer Wages	\$62,137	\$75,300	\$77,993	\$78,482	\$76,230	\$78,753	\$ 72,120	\$80,313	\$1,560	2.0%	
DRB/Planning Assistant	\$1,407	\$6,000	\$3,286	\$4,390	\$1,776	\$9,568	\$ 2,156	\$4,880	(\$4,688)	-49.0%	
Zoning Administrator Wages	\$11,320	\$10,500	\$6,009	\$10,975	\$7,504	\$9,568	\$ 8,278	\$9,759	\$191	2.0%	
Board Clerk	\$0	\$0	\$0	\$0	\$0	\$1,575	\$ -	\$1,575	\$0	0.0%	
Assessor Assistant Wages	\$660	\$2,000	\$610	\$1,250	\$281	\$750	\$ 517	\$630	(\$120)	-16.0%	
PTO Pay Out	\$0	\$0	\$0	\$0	\$0	\$2,316	\$ -	\$3,349	\$1,033	44.6%	
Social Security	\$5,906	\$7,400	\$7,407	\$7,945	\$7,991	\$8,849	\$ 7,101	\$8,454	(\$395)	-4.5%	
Retirement	\$3,705	\$3,700	\$3,856	\$4,343	\$4,226	\$4,094	\$ 3,929	\$4,715	\$621	15.2%	
Health Insurance	\$22	\$0	\$0	\$10,000	\$10,000	\$10,000	\$ 3,341	\$10,000	\$0	0.0%	
Dental Coverage	\$1,863	\$1,300	\$1,394	\$1,500	\$1,187	\$1,400	\$ 1,481	\$1,246	(\$154)	-11.0%	
Workers Comp Insurance	\$7,649	\$550	\$305	\$587	\$426	\$676	\$ 2,793	\$767	\$91	13.5%	
Unemployment Insurance	\$1,200	\$600	\$480	\$550	\$331	\$645	\$ 670	\$350	(\$295)	-45.7%	
Disability Insurance						\$0		\$362			
Training	\$0	\$500	\$555	\$500	\$665	\$650	\$ 407	\$650	\$0	0.0%	
Select Board Stipends	\$0	\$1,500	\$1,370	\$1,875	\$1,980	\$2,275	\$ 1,117	\$2,275	\$0	0.0%	
Constable Stipend	\$0	\$500	\$500	\$500	\$500	\$500	\$ 333	\$250	(\$250)	-50.0%	
Animal Officer Stipends								\$500	\$500	#DIV/0!	
Health Officer Stipend	\$0	\$0	\$0	\$0	\$0	\$250	\$ -	\$250	\$0	0.0%	
BCA/BTA Stipend	\$0	\$500	\$420	\$540	\$680	\$540	\$ 367	\$600	\$60	11.1%	
Board Stipends	\$0	\$0	\$0	\$0	\$0	\$2,100	\$ -	\$2,040	(\$60)	-2.9%	
<b>Town Office</b>											
Heating Fuel	\$993	\$2,000	\$384	\$1,500	\$1,353	\$1,500	\$ 910	\$1,000	(\$500)	-33.3%	
Electricity	\$1,327	\$2,000	\$1,376	\$1,750	\$1,221	\$1,750	\$ 1,308	\$1,750	\$0	0.0%	
Trash Removal	\$476	\$300	\$312	\$320	\$360	\$350	\$ 383	\$360	\$10	2.9%	
Building Maintenance/Repairs	\$1,030	\$2,300	\$1,077	\$2,500	\$1,839	\$2,500	\$ 1,315	\$2,500	\$0	0.0%	
Office Operating Expenses	\$10,688	\$6,900	\$6,978	\$6,900	\$6,896	\$6,900	\$ 8,187	\$6,900	\$0	0.0%	
Telephone/Fax/Internet	\$3,234	\$3,500	\$3,183	\$3,500	\$3,238	\$3,500	\$ 3,218	\$3,500	\$0	0.0%	
Copier Lease & Images	\$4,010	\$4,800	\$3,967	\$4,800	\$4,084	\$4,500	\$ 4,020	\$3,200	(\$1,300)	-28.9%	
Meeting Expenses	\$12	\$500	\$380	\$300	\$235	\$300	\$ 209	\$300	\$0	0.0%	
Bolton Gazette	\$1,704	\$2,300	\$2,358	\$2,300	\$2,274	\$2,300	\$ 2,112	\$2,300	\$0	0.0%	
Postage	\$2,578	\$2,500	\$3,702	\$3,500	\$3,498	\$3,800	\$ 3,259	\$4,100	\$300	7.9%	
Printing/Advertising	\$3,743	\$5,000	\$5,015	\$4,000	\$5,712	\$4,000	\$ 4,823	\$5,000	\$1,000	25.0%	
Land Record Archiving	\$0	\$0	\$0	\$2,000	\$1,190	\$2,000	\$ 397	\$3,000	\$1,000	50.0%	
Property Maintenance	\$2,230	\$2,500	\$2,161	\$2,500	\$2,100	\$2,500	\$ 2,164	\$2,500	\$0	0.0%	
Property & Casualty Insurance	\$19,044	\$7,000	\$5,926	\$8,800	\$8,643	\$8,900	\$ 11,204	\$6,778	(\$2,122)	-23.8%	
Cemetery Care	\$4,250	\$3,800	\$4,365	\$4,200	\$3,698	\$4,200	\$ 4,104	\$4,200	\$0	0.0%	
Office/Computer Equipment	\$1,540	\$1,500	\$1,434	\$2,000	\$2,873	\$2,000	\$ 1,949	\$2,000	\$0	0.0%	
Tech Support	\$0	\$3,300	\$3,300	\$2,200	\$2,100	\$2,200	\$ 1,800	\$2,200	\$0	0.0%	
NEMRC	\$1,931	\$2,000	\$1,990	\$2,000	\$2,049	\$2,000	\$ 1,990	\$2,100	\$100	5.0%	

	FY 14/15	FY 15/16	FY 16/17	AVG 14-16	FY 17/18	FY 18/19	FY 18/19	FY 18/19
	Actual	Budget	Actual	14-16	Budget	Budget	Change (\$)	% Change
Web Page Expenses	\$76	\$500	\$83	\$	\$250	\$250	\$0	0.0%
Election Expenses	\$2,366	\$1,500	\$1,732	\$3,668	\$3,500	\$3,500	\$1,750	100.0%
Constable Expenses	\$165	\$300	\$35	\$207	\$300	\$250	\$0	0.0%
Assessor Expenses	\$1,234	\$500	\$809	\$490	\$500	\$900	\$0	0.0%
Zoning/Health Officer Expenses	\$0	\$0	\$0	\$0	\$200	\$200	\$0	0.0%
Recreation Fund	\$0	\$0	\$0	\$0	\$0	\$500	\$0	0.0%
Conservation Commission	\$363	\$500	\$460	\$361	\$500	\$600	\$0	0.0%
Planning Commission	\$3,522	\$3,000	\$2,680	\$2,992	\$3,000	\$3,000	\$0	0.0%
Development Review Board	\$0	\$0	\$0	\$0	\$250	\$1,150	\$900	360.0%
BOLL	\$42	\$0	\$34	\$0	\$0	\$0	\$0	#DIV/0!
Taxes, Fees								
Membership Fees	\$3,802	\$3,950	\$3,950	\$3,904	\$4,025	\$3,901	(\$1,244)	-3.1%
County Tax	\$5,951	\$6,100	\$5,774	\$6,098	\$6,280	\$6,167	(\$113)	-1.8%
Fees (bank & state)	\$1,662	\$1,300	\$1,167	\$1,410	\$1,300	\$1,400	\$100	7.7%
<b>Contracted Services</b>								
Legal Services	\$31,877	\$12,000	\$19,422	\$21,756	\$17,000	\$20,000	\$0	0.0%
Bookkeeping/Auditing Services	\$8,000	\$12,400	\$12,400	\$12,680	\$11,400	\$10,400	\$0	0.0%
Property Tax Maps	\$1,275	\$2,000	\$1,625	\$1,650	\$2,000	\$1,650	(\$500)	-23.3%
Engineering Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
Assessor Services	\$19,500	\$19,500	\$19,500	\$18,333	\$16,000	\$16,000	\$0	0.0%
Richmond Rescue	\$15,300	\$17,000	\$17,000	\$17,510	\$18,120	\$18,660	\$540	3.0%
Speed Control Services	\$0	\$3,000	\$0	\$720	\$3,000	\$4,000	(\$1,000)	-20.0%
<b>Service Organization Allocations</b>								
Chittenden Unit Special Investigations	\$1,000	\$1,500	\$1,500	\$1,798	\$1,798	\$2,169	(\$18)	-0.8%
Visiting Nurses Association	\$781	\$780	\$780	\$780	\$780	\$750	(\$30)	-3.8%
Committee on Temporary Shelter	\$0	\$250	\$250	\$250	\$250	\$250	\$0	0.0%
Our Community Cares	\$0	\$200	\$200	\$250	\$250	\$250	\$0	0.0%
Steps to End Domestic Violence	\$0	\$200	\$200	\$200	\$200	\$275	\$75	37.5%
Front Porch Forum	\$0	\$0	\$0	\$50	\$50	\$50	\$0	0.0%
Waterbury Senior Center	\$0	\$0	\$0	\$0	\$0	\$200	(\$200)	-100.0%
Library Card Reimbursement	\$545	\$600	\$975	\$815	\$600	\$0	\$0	#DIV/0!
<b>Town Admin Subtotal</b>	<b>\$252,120</b>	<b>\$249,630</b>	<b>\$242,669</b>	<b>\$251,839</b>	<b>\$284,601</b>	<b>\$ 282,925</b>	<b>(\$1,676)</b>	<b>-0.6%</b>

	FY 14/15	FY 15/16	FY 16/17	AVG 14-16	FY 17/18	FY 18/19	FY 18/19	FY 18/19
	Actual	Budget	Actual	14-16	Budget	Budget	Change (\$)	% Change
<b>Highway Department</b>								
<b>Personnel</b>								
Wages/FT	\$71,797	\$74,500	\$76,540	\$74,506	\$77,043.00	\$113,567.00	\$36,524	47.4%
Wages/OT	\$15,682	\$13,000	\$10,497	\$14,018	\$12,479.00	\$9,827.00	(\$2,652)	-21.3%
Wages/PT	\$4,417	\$9,500	\$5,404	\$6,054	\$9,500.00	\$5,022.00	(\$4,478)	-47.1%
PTO Pay Out	\$0	\$0	\$0	\$0	\$1,418.00	\$2,984.00	\$1,566	110.4%
Workers Comp	\$0	\$10,200	\$6,083	\$4,698	\$9,232.00	\$12,732.00	\$3,500	37.9%
Unemployment Insurance	\$0	\$450	\$483	\$375	\$645.00	\$600.00	(\$45)	-7.0%
Disability Insurance						\$543.00		
Social Security	\$7,115	\$7,500	\$7,224	\$7,484	\$7,954.00	\$10,435.00	\$2,481	31.2%

Retirement	\$3,315	\$3,600	\$4,168	\$3,753	\$4,624	\$ 4,036	\$4,744.00	\$6,208.00	\$1,464	30.9%
Health Insurance	\$24,148	\$25,900	\$22,292	\$27,396	\$11,704	\$ 19,381	\$13,298.00	\$35,038.00	\$21,740	163.5%
Dental Insurance	\$2,856	\$1,550	\$1,220	\$1,300	\$397	\$ 1,491	\$435.00	\$1,367.00	\$932	214.3%
Uniforms	\$674	\$1,000	\$973	\$1,000	\$919	\$ 855	\$1,000.00	\$2,000.00	\$1,000	100.0%
Training Fees and Mileage	\$0	\$500	\$351	\$500	\$366	\$ 239	\$500.00	\$1,000.00	\$500	100.0%
Contracted Services	\$2,765	\$17,000	\$225	\$10,000	\$2,879	\$ 1,956	\$8,000.00	\$8,000.00	\$0	0.0%
<b>Town Garage</b>										
Garage Operating Expenses	\$6,648	\$7,200	\$6,725	\$7,000	\$6,620	\$ 6,664	\$7,000.00	\$7,000.00	\$0	0.0%
Telephone	\$1,171	\$1,700	\$1,485	\$1,400	\$1,227	\$ 1,294	\$1,400.00	\$2,000.00	\$600	42.9%
Heating Fuel	\$5,805	\$6,500	\$3,805	\$6,200	\$5,159	\$ 4,923	\$6,200.00	\$3,000.00	(\$3,200)	-51.6%
Trash Disposal	\$0	\$0	\$0	\$0	\$0	\$ 0	\$0.00	\$0.00	\$0	#DIV/0!
Electricity	\$2,208	\$2,000	\$2,144	\$2,300	\$1,715	\$ 2,022	\$2,300.00	\$2,100.00	(\$200)	-8.7%
Building Maintenance	\$2,077	\$5,000	\$8,755	\$2,000	\$699	\$ 3,844	\$2,000.00	\$3,000.00	\$1,000	50.0%
Property and Casualty Insurance	\$0	\$10,352	\$8,057	\$10,750	\$10,941	\$ 6,333	\$10,850.00	\$7,075.00	(\$3,775)	-34.8%
Municipal Roads General Permit							\$0.00	\$2,640.00	\$2,640	#DIV/0!
Better Roads					\$808	\$ 269		\$0.00	\$0	#DIV/0!
<b>Equipment</b>										
Tree Removal	\$230	\$0	\$0	\$0	\$0	\$ 77	\$0.00	\$0.00	\$0	#DIV/0!
Equip Rentals	\$963	\$2,000	\$995	\$1,000	\$918	\$ 959	\$1,000.00	\$1,000.00	\$0	0.0%
Equip Repair	\$542	\$3,500	\$533	\$3,500	\$2,342	\$ 1,139	\$3,000.00	\$2,500.00	(\$500)	-16.7%
Small Equip Purchase	\$594	\$500	\$592	\$600	\$672	\$ 619	\$2,600.00	\$600.00	(\$2,000)	-76.9%
Safety Equip	\$67	\$500	\$268	\$500	\$455	\$ 263	\$500.00	\$500.00	\$0	0.0%
Tools	\$1,012	\$500	\$471	\$500	\$397	\$ 627	\$500.00	\$500.00	\$0	0.0%
<b>Materials</b>										
Gravel	\$26,555	\$20,000	\$8,268	\$25,000	\$25,000	\$ 19,941	\$20,000.00	\$40,000.00	\$20,000	100.0%
Sand	\$11,613	\$12,000	\$12,394	\$10,800	\$7,746	\$ 10,584	\$9,800.00	\$9,800.00	\$0	0.0%
Resurfacing	\$623	\$70,000	\$158,409	\$65,000	\$67,728	\$ 75,587	\$80,000.00	\$90,000.00	\$10,000	12.5%
Cold Patch	\$120	\$500	\$227	\$500	\$140	\$ 162	\$500.00	\$800.00	\$300	60.0%
Erosion Control	\$0	\$2,000	\$150	\$2,000	\$602	\$ 251	\$2,000.00	\$2,000.00	\$0	0.0%
Stone Lining								\$10,000.00	\$10,000	#DIV/0!
Culverts	\$2,713	\$5,000	\$16,294	\$8,000	\$0	\$ 6,336	\$9,000.00	\$9,000.00	\$0	0.0%
Road Signs	\$844	\$2,000	\$813	\$1,750	\$0	\$ 552	\$2,000.00	\$2,000.00	\$0	0.0%
Chloride	\$100	\$2,000	\$0	\$1,000	\$0	\$ 33	\$500.00	\$500.00	\$0	0.0%
Salt	\$39,019	\$41,000	\$35,220	\$40,000	\$45,910	\$ 40,050	\$40,000.00	\$42,000.00	\$2,000	5.0%
Road Repair (Non FEM/A, BV & Thacher)					\$5,050	\$ 1,683	\$0.00	\$0.00	\$0	#DIV/0!
<b>Vehicles</b>										
2001 International	\$2,494	\$3,000	\$914	\$0	\$0	\$ 1,136	\$0.00	\$0.00	\$0	#DIV/0!
2005 International	\$7,126	\$5,000	\$6,030	\$6,000	\$15,699	\$ 9,618	\$4,000.00	\$0.00	(\$4,000)	-100.0%
2013 Dodge	\$2,647	\$1,500	\$1,901	\$2,500	\$3,554	\$ 2,701	\$2,500.00	\$3,500.00	\$1,000	40.0%
2000 Loader	\$2,476	\$1,000	\$2,046	\$2,000	\$2,962	\$ 2,495	\$4,000.00	\$500.00	(\$3,500)	-87.5%
2008 International	\$4,515	\$6,000	\$2,253	\$0	\$0	\$ 2,256	\$0.00	\$0.00	\$0	#DIV/0!
2017 International A	\$0	\$0	\$511	\$1,000	\$2,864	\$ 1,125	\$1,000.00	\$1,000.00	\$0	0.0%
2017 International B							\$0.00	\$1,000.00	\$1,000	#DIV/0!
1999 Grader	\$1,963	\$1,500	\$3,439	\$2,500	\$1,537	\$ 2,313	\$3,000.00	\$3,000.00	\$0	0.0%

IMT Roadside Mower	\$327	\$0	\$322	\$500	\$292	\$	314	\$500.00	\$500.00	\$0	0.0%
Fuel	\$24,389	\$27,000	\$14,916	\$27,000	\$20,213	\$	19,839	\$25,000.00	\$25,000.00	\$0	0.0%
Oil/Lube	\$822	\$1,500	\$1,347	\$2,000	\$688	\$	952	\$1,500.00	\$2,000.00	\$500	33.3%
Tires	\$2,652	\$4,500	\$2,415	\$4,500	\$4,661	\$	3,243	\$3,500.00	\$3,500.00	\$0	0.0%
Cutting Edges	\$4,223	\$3,500	\$3,339	\$4,500	\$4,509	\$	4,024	\$4,300.00	\$5,200.00	\$900	20.9%
<b>Highway Dept Subtotal</b>	<b>\$289,307</b>	<b>\$413,452</b>	<b>\$440,498</b>	<b>\$401,359</b>	<b>\$377,894</b>	<b>\$369,233</b>		<b>\$396,698.00</b>	<b>\$492,538</b>	<b>\$95,840</b>	<b>24.2%</b>

Fire Department	FY 15/16		FY 16/17		AVG 14-16		FY 17/18		FY 18/19		FY 18/19 % Change
	Actual	Budget	Actual	Budget	Actual	Budget	Budget	Budget	Change (\$)		
<b>Personnel</b>											
Fire Chief Stipend	\$0	\$1,200	\$1,200	\$1,500	\$1,500	\$	900	\$2,000	\$2,000	\$0	0.0%
Volunteer Training Stipends	\$0	\$7,000	\$7,000	\$8,000	\$8,000	\$	5,000	\$8,000	\$8,000	\$0	0.0%
Training Fees and Mileage	\$8,291	\$1,500	\$420	\$1,500	\$1,593	\$	3,435	\$1,500	\$1,500	\$0	0.0%
Expense Reimbursement	\$0	\$0	\$0	\$0	\$0	\$	-	\$0	\$0	\$0	0.0%
Turnout Gear	\$0	\$4,000	\$1,850	\$4,000	\$4,058	\$	1,969	\$4,000	\$4,500	\$500	12.5%
<b>General Operations</b>											
General Operations	\$6,560	\$10,000	\$5,156	\$7,000	\$6,499	\$	6,072	\$7,000	\$7,000	\$0	0.0%
Property and Casualty Insurance	\$10,185	\$13,000	\$12,374	\$11,000	\$12,205	\$	11,588	\$11,000	\$11,500	\$500	4.5%
Workman's Comp Insurance	\$0	\$0	\$1,079	\$500	\$1,409	\$	829	\$1,493	\$1,493	\$0	0.0%
Telephone/Internet	\$4,058	\$3,600	\$4,167	\$4,750	\$4,477	\$	4,234	\$4,250	\$4,250	\$0	0.0%
Mutual Aid Dues	\$221	\$300	\$0	\$300	\$0	\$	74	\$300	\$300	\$0	0.0%
Dispatch Services	\$2,913	\$4,500	\$3,368	\$4,200	\$3,441	\$	3,241	\$4,500	\$4,000	(\$500)	-11.1%
<b>Fire Station</b>											
Building Maintenance/Repair	\$508	\$1,500	\$2,234	\$1,500	\$1,519	\$	1,420	\$1,500	\$2,000	\$500	33.3%
Heating Fuel	\$6,159	\$7,000	\$5,196	\$7,000	\$5,791	\$	5,715	\$6,500	\$3,700	(\$2,800)	-43.1%
Electricity	\$1,950	\$2,000	\$2,009	\$2,000	\$2,044	\$	2,001	\$2,000	\$2,100	\$100	5.0%
Trash Removal	\$0	\$0	\$0	\$0	\$0	\$	-	\$0	\$0	\$0	0.0%
<b>Equipment</b>											
Communications/Radio Equipment	\$320	\$500	\$265	\$500	\$319	\$	301	\$500	\$500	\$0	0.0%
Small Equipment/Tools	\$6,738	\$5,500	\$3,277	\$6,000	\$5,995	\$	5,337	\$6,000	\$6,000	\$0	0.0%
Equipment Repair	\$1,721	\$1,000	\$562	\$1,500	\$107	\$	797	\$1,300	\$1,300	\$0	0.0%
SCBA Testing						\$	-	\$2,000	\$2,000	\$0	0.0%
<b>Vehicles</b>											
Vehicle Maintenance/Repair	\$5,014	\$4,500	\$3,951	\$5,000	\$8,503	\$	5,823	\$6,000	\$6,500	\$500	8.3%
Vehicle Operation	\$735	\$300	\$206	\$450	\$402	\$	448	\$750	\$750	\$0	0.0%
<b>Fire Dept Subtotal</b>	<b>\$55,373</b>	<b>\$67,400</b>	<b>\$54,314</b>	<b>\$66,700</b>	<b>\$67,862</b>	<b>\$59,183</b>		<b>\$70,593</b>	<b>\$ 69,393</b>	<b>\$ (1,200)</b>	<b>-2%</b>

Debt Service Payments	FY 15/16		FY 16/17		AVG 14-16		FY 17/18		FY 18/19		FY 18/19 % Change
	Actual	Budget	Actual	Budget	Actual	Budget	Budget	Budget	Change (\$)		
Town Office Construction/Principal	\$21,691	\$19,242	\$19,241	\$19,242	\$19,242	\$	20,058	\$19,242	\$0	(\$19,242)	-100%
Town Office Construction/Interest	\$4,309	\$1,720	\$1,710	\$849	\$849	\$	2,289	\$424	\$0	(\$424)	-100%
Notch Road Reconstruction/Principal	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$	40,000	\$40,000	\$40,000	\$0	0%
Notch Road Reconstruction/Interest	\$5,931	\$7,200	\$5,021	\$4,700	\$4,107	\$	5,020	\$3,250	\$2,240	(\$1,010)	-31%
Fire Truck/Principal	\$20,000	\$19,425	\$19,425	\$19,425	\$16,257	\$	18,561	\$0	\$0	\$0	#DIV/0!

Fire Truck/Interest	\$5,000	\$857	\$753	\$428	\$308	\$ 2,020	\$0	\$0	#DIV/0!
Fire Station Renovation/Principal	\$16,643	\$14,286	\$14,286	\$14,286	\$14,286	\$ 15,072	\$14,286	\$14,286	0%
Fire Station Renovation/Interest	\$9,773	\$6,715	\$6,715	\$6,251	\$6,674	\$ 7,721	\$6,251	(\$417)	-7%
2017 International Truck A Lease Payment	\$0	\$0	\$0	\$14,425	\$14,425	\$ 4,808	\$14,425	\$0	0%
2017 International Truck B Principal							\$14,000	\$14,000	#DIV/0!
2017 International Truck B Interest							\$1,748	\$1,748	#DIV/0!
<b>Debt Service Subtotal</b>	<b>\$123,347</b>	<b>\$109,445</b>	<b>\$107,151</b>	<b>\$119,606</b>	<b>\$116,148</b>	<b>\$115,549</b>	<b>\$97,878</b>	<b>\$ 92,533</b>	<b>-5%</b>

Reserve Fund Contributions	FY 15/16		FY 16/17		AVG 14-16	FY 17/18		FY 18/19		FY 18/19 % Change
	Actual	Budget	Actual	Budget		Budget	Change (\$)	Budget	Change (\$)	
Town Office Capital Reserve	\$0	\$0	\$0	\$0	\$ -	\$0	\$0	\$1,000	\$1,000	#DIV/0!
Planning Project Fund	****	\$4,000	\$4,000	\$4,000	\$ 4,000	\$4,000	\$4,000	\$4,000	\$0	0%
06 Highway Garage Reserve Fund	\$10,000	\$10,000	\$10,000	\$8,000	\$ 9,333	\$8,000	\$8,000	\$8,000	\$0	0%
Highway Equipment Reserve Fund	\$35,000	\$35,000	\$35,000	\$35,000	\$ 35,000	\$43,638	\$32,000	\$32,000	(\$11,638)	-2.7%
Highway Guardrails	\$0	\$5,000	\$5,000	\$2,500	\$ 2,500	\$2,500	\$2,500	\$2,500	\$0	0%
Fire Station Reserve Fund	\$2,500	\$2,500	\$2,500	\$2,500	\$ 2,500	\$2,500	\$2,500	\$2,500	\$0	0%
Fire Equipment Reserve Fund	\$2,500	\$2,000	\$2,000	\$15,000	\$ 6,500	\$27,640	\$21,000	\$21,000	(\$6,640)	-2.4%
<b>Reserve Fund Subtotal</b>	<b>\$50,000</b>	<b>\$58,500</b>	<b>\$58,500</b>	<b>\$67,000</b>	<b>\$59,833</b>	<b>\$88,278</b>	<b>\$71,000</b>	<b>\$71,000</b>	<b>(\$17,278)</b>	<b>-2.0%</b>

<b>TOTAL</b>	<b>\$770,147</b>	<b>\$898,427</b>	<b>\$903,132</b>	<b>\$927,865</b>	<b>\$889,632</b>	<b>\$855,637</b>	<b>\$938,048</b>	<b>\$ 1,008,389</b>	<b>\$ 70,341</b>	<b>7.5%</b>
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## RESERVE FUND

TOWN OF BOLTON RESERVE FUND SPREADSHEET							Accumulative
ACCOUNT	7/1/2016	D (1)	E (2)	I (3)	Description	FY 16-17	
<b>HIGHWAY ACCOUNTS</b>							
Bridge Repair	-					-	
Highway Equip	122,112.00	35,000.00	61,000.00	174.85		96,286.85	
Culvert Repair	-					-	
Highway Repairs	-					-	
Highway Buildings	32,411.26	8,000.00		97.00		40,508.26	
Resurfacing/Guardrails	25,223.13	2,500.00	14,845.00	77.00		12,955.13	
Notch Road Repairs	25,290.55			77.00		25,367.55	
Road Cut Bond Checks	2,518.46	3,500.00	1,500.00	7.00		4,525.46	
FEMA		-				-	
	-					-	
<b>FIRE ACCOUNTS</b>							
FD Equipment	44,609.53	15,000.00		132.00		59,741.53	
FD-Building	7,516.84	2,500.00		21.00		10,037.84	
FD-Hose	1,499.71			3.00		1,502.71	
FD Insurance	-					-	
						-	
<b>GENERAL ACCOUNTS</b>							
						-	
Restoration	4,678.53	1,526.00	2,345.00	15.00		3,874.53	
Scholarship	4,460.56		1,300.00	7.00		3,167.56	
Land Conservation	20,965.66	3,163.00		63.00		24,191.66	
Hardship Fund	1,096.74			3.00		1,099.74	
Emberley Fund	1,819.79			3.00		1,822.79	
Planning Reserve Fund	4,000.00	4,000.00	250.00	10.00		7,760.00	
						-	
<b>MISC ACCOUNTS</b>							
	-					-	
						-	
Watershed	2,788.25	1,453.17	4,241.42			-	
Ytd Interest						-	
	300,991.01	76,642.17	85,481.42	689.85		292,841.61	
		16 - 17 Deposits	16 - 17 Expenses	16 -17 Interest			

**TOWN OF BOLTON  
TAX RATE INFORMATION**

<b>FY</b>	<b>Non-Resident Education Rate</b>	<b>Resident Education Rate</b>	<b>Municipal</b>	<b>MMU Accrual</b>	<b>Conservation</b>	<b>Library</b>	<b>Total</b>	<b>Town Budget</b>	<b>Annual Taxes per \$1,00,00 of Value</b>
<b>04-05</b>	\$2.044	\$1.93	.79	.02	.01		\$2.864 (non) \$2.750 (resident)	\$608,950	\$2,864 \$2,750
<b>05-06</b>	\$2.0558	\$2.0025	.79		.01		\$2.8558 (non) \$2.8025 (resident)	\$610,050	\$2,855.80 \$2,8025
<b>06-07*</b>	\$1.15	\$1.14	.45		.01		\$1.61 (non) \$1.60 (resident)	\$652,900	\$1,610 \$1,600
<b>07-08</b>	\$1.2738	\$1.22	.48		.0025		\$1.7563 (non) \$1.7025 (resident)	\$672,900	\$1,756.30 \$1,702.50
<b>08-09</b>	\$1.3325	\$1.2454	.5382		.0025		\$1.8732 (non) \$1.7861 (resident)	\$700,845	\$1,873.20 \$1,786.10
<b>09-10</b>	\$1.4345	\$1.3571	.5262				\$1.9607 (non) \$1.8833 (resident)	\$716,750	\$1,960.70 \$1,883.30
<b>10-11</b>	\$1.4873	\$1.4758	.52				\$2.0073 (non) \$1.9958 (resident)	\$696,450	\$2,007.30 \$1,995.80
<b>11-12*</b>	\$1.3674	\$1.3487	.45				\$1.8174 (non) \$1.7987 (resident)	\$744,700	\$1,858.80 \$1,798.70
<b>12-13</b>	\$1.386	\$1.3906	.4730			.0012	\$1.8588 (non) \$1.8648 (resident)	\$772,500	\$1,860.20 \$1,864.80
<b>13-14</b>	\$1.4366	\$1.5501	.52		.0025		\$1.9566 (non) \$2.0701 (resident)	\$802,600	\$1,959.10 \$2,072.60
<b>14-15</b>	\$1.5048	\$1.7046	.53		.0025		\$2.0348 (non) \$2.2346 (resident)	\$847,900	\$2,037.30 \$2,237.10
<b>15-16</b>	\$1.4965	\$1.5895	.54				\$2.0365 (non) \$2.1295 (resident)	\$893,927	\$2,036.50 \$2,129.50
<b>16-17*</b>	\$1.5895	\$1.0639	.5979		.0025		\$2.1899 (non) \$2.2043 (resident)	\$927,490	\$2,189.90 \$2,204.30
<b>17-18*</b>	\$1.5496	\$1.4922	.5905		.0025		\$2.1426 (non) \$2.200852 (resident)	\$936,048	\$2,142.60 \$2,085.20

\*Previous reappraisal completion year

## **TOWN SECTION**

**Reports • Letters • Policies**

**Bolton's Own Little Libraries**

**Clerk and Treasurer**

**Conservation Commission**

**Preston Pond Update**

**Delinquent Tax Collection Policy**

**Development Review Board**

**Fire Warden (burning permits)**

**Highway Foreman**

**Planning Commission**

**Select Board**

**Tax Payment Policy**

**Vital Records**

**The New Vital Records Law**

**Volunteer Fire Department**

**Winter Operations Plan**

**Zoning Administrator**



*Carol Devlin, Assistant Town Clerk & Treasurer, Sarah McShane, Zoning Administrator and Amy Grover, Town Clerk & Treasurer*

## **BOLTON'S OWN LITTLE LIBRARY**

It's been another year of reading and book exchanges at our Bolton's Own Little Libraries' (BOLL). This is our second year with no new little library boxes in Town; this year our volunteers has been stocking and caretaking our seven small, self-service libraries in neighborhoods throughout Bolton. Each library houses two to four dozen books and operates under the "Take a Book, Leave a Book" policy. BOLLs are open 24 hour/day and have a wide array of books for all ages. Inventory is constantly changing as people exchange books, so you'll have to come by to see what's available. The best part? There's no due date or late fees ever-- just pop it back in a BOLL box when you're finished.

How do you find the BOLL nearest you? BOLLs are the brightly painted little boxes that are located at: the East end of Fernwood Manor, 445 Duxbury Road, on the Bolton Valley Access Road outside the Lotus Lodge (former Black Bear Inn), half way down Notch Road, on Stage Road across from the Condos, where the Long Trail crosses Rt. 2, and the Town Office. Leslie Pelch's map of all the locations can be seen on the BOLLs Facebook page: <https://www.facebook.com/groups/217540608350423/> Map images are also posted at the libraries, Smilie School, and at the Town Office so that everyone can see where the seven BOLLs are located. There is also a link on the Bolton Town Website: <http://boltonvt.com/government/maps-orthophotos/>

The BOLLs would not exist and thrive without volunteers who look after the BOLLs. We welcome new volunteers to help rotate the books once a month between the libraries. If you are interested in helping to look after a little library please be in touch with us at [amy@mymountain.com](mailto:amy@mymountain.com) or at 999-2196.

Thank you to everyone who's donated books, including the Richmond Free Library for donations and to Steve Madden, librarian at Camel's Hump Middle School for inspiring our BOLLs back in 2012.

Submitted by Amy Ludwin & Jen Dudley-Gaillard on behalf of The Bolton's Own Little Library Group

## 2017 TOWN CLERK & TREASURER LETTER

### **Town Meeting:**

Town Meeting will be held on Monday, March 5, 2018, at 7 p.m. at Smilie Memorial School. Continuing our Town Meeting tradition, we will hold our annual community pot luck dinner starting at 5:45 p.m. Please bring a dish to share and enjoy the opportunity to chat with our representatives Theresa Wood and Tom Stevens, members of Bolton's boards, and of course your friends and neighbors.

Articles 1 – 8, which includes the town budget under Article 2, and appropriation of uncommitted general funds under Article 5 will be transacted from the floor.

Articles 9 – 12, (Election of Officers, Conservation Fund ¼ cent, Fire Department Mini Pumper Vehicle, Highway Department Bucket Loader) will be voted by Australian ballot on Tuesday, March 6, 2018.

### **Finances:**

**Audit:** The FY 16-17 audit was successfully completed in December 2017. The complete audit can be viewed on the town's website: [www.boltonvt.com](http://www.boltonvt.com)

**Reserve Fund:** As of June 30, 2017, the Reserve Fund balance stood at \$292,841.61 and includes \$67,000 deposited as allocated in the FY 16-17 budget. A copy of the Reserve Fund spreadsheet is included in the Town Report. Please refer to the spreadsheet for specific amounts within the fund.

**Budget:** In the budget process for FY 18-19, the Select Board, Capital Planning Committee & town staff again vigilantly reviewed expenditures, averages, and identified outliers to accurately reflect realistic anticipated expenditures for FY 18-19. While there were reductions in several line items, there were also increases in others (especially with respect to the state's new "Municipal Roads General Permit" in response to Act 64) and every effort was made to keep those increases to the absolute minimum. To the best of our ability and knowledge, the proposed FY 18-19 municipal budget of \$1,008,389 accurately reflects the cost of running the Town of Bolton.

**Debt:** The town's debt service of \$92,533 accounts for approximately 9% of the proposed municipal budget.

### **Voter Checklist and Elections:**

The town registered 67 new voters in 2017, and the checklist (as of 1/15/2018) stands at 1014 voters, with 166 challenged voters.

Many thanks to the Board of Civil Authority and volunteers who assist at elections. Running the 2017 Town Meeting election would have been impossible without your help.

Town Meeting 2017 saw 203 voters participate out of 1000 registered voters; 20.35%.

### **Land Records:**

During the 2017 calendar year, 480 documents totaling 1,683 pages were recorded in the Land Records.

We continue to work on archiving our Land Records, and have started the arduous process of fully inventoring town records that were stored off-site at Smilie School. A shed to store the records at the Town Office was purchased, and the records were transferred, with thanks to Eric Andrews for the move. The inventory process to identify critical records which should be preserved and archived began last summer, and will continue until it is completed.

**In addition:**

We are having the original town charter preserved and appropriately archived, and have started the process of binding 90 years of Town Reports.

Two of the oldest birth books were cleaned and appropriately preserved.

Inventories of the Land Records and Vital Records are in process; identifying misfiled cards, missing cards (critical to researchers) and updating indexes.

**Dog Licensing:**

There were 157 dogs registered in 2017 (up 10 dogs from 2016).

Reminder: all dogs and wolf hybrids are required by state statute 20 V.S.A. § 3581 to be licensed on or before April 1st of each year. A current rabies certificate is required for a license, and we are happy to issue licenses by mail. Please note: new license fees are in effect for 2018 per VT statute and include a late fee for dogs licensed after April 1st. The fees are as follows:

Prior to April 1st: neutered \$9, un-neutered \$13

After April 1st: neutered \$11, un-neutered \$17

The Town Constable is Jeffrey Leete, and the Animal Control Officers are Jeffrey Leete and Rob Mullen, and should be contacted for any domestic animal complaints. Please see the website for contact information: <http://boltonvt.com/contact-us/>

**Grand List:**

The 2017 Grand List shows a total of 754 taxable parcels, and 25 personal property parcels, with a total municipal value of \$1,285,515.

2017 Equalization Study Results: Common Level of Appraisal (CLA) 99.61%, Coefficient of Dispersion (COD) 4.98%.

CLA definition: This is a term used by the VT Department of Taxes and it affects every VT property owner's school tax calculation. The CLA is an adjustment to listed property values, calculated annually for each town to adjust the listed value of properties to reflect fair market value as closely as possible.

COD definition: This is a measure of the average deviation between selling prices of recently sold properties from the average town-wide level of appraisal. A COD of 10% or less is considered to reflect a relatively high level of equity across taxpayers' assessments. By statute, if a town's COD is greater than 20%, the state is required to withhold education, transportation and other funds from the offending town.

**Services provided to our residents:**

DMV renewals (\$3)

Dog Licensing (see above for fees)

Faxing, copying (no charge)

Notary (no charge)

Sale of Green Mountain Passports (\$2)

Voter registration (no charge)

I want to recognize and thank all of our town employees, town boards, and our volunteers, and thank the residents, staff and officers who submitted articles for this Town Report. I also want to note the many years of service that Wayne Ring and Joan Pecor provided to our community (please see this report's dedication to Wayne and Joan). A small town like Bolton truly depends on all of you to keep our town operating smoothly and efficiently, and your dedication to serving Bolton is greatly appreciated; it takes a village to run a town! Many of you have served for nearly countless years, and I thank you for your continued service. A special thank you to Jen Dudley-Gaillard, who is stepping down from the Select Board after serving for four years, two as Chair, and to Ron Lafreniere who continued his family's legacy of service to the town by serving seven years on the Select Board, four as Chair, and lastly an enormous thank you to Carol Devlin, Assistant Town Clerk & Treasurer, for her consistently outstanding work, help and support.

Please feel free to stop in, we enjoy visiting with you.

With gratitude to the residents of Bolton for providing this opportunity to serve our town,

Amy Grover, Town Clerk & Treasurer



*Luke Ingram, Tree Warden*

## CONSERVATION COMMISSION

The Conservation Commission (CC) has 5 members who live in different parts of town and come from different walks of life. We all love the outdoors. We meet on the third Monday of most months at the Town Office and welcome interested citizens at our meetings. In 2017 Amy Ludwin (chair), Virginia Haviland, Jerry Mullen (vice-chair), Steve McLeod and Ali Kosiba were joined by Gary Urban. In November other priorities caused Gary to step down from the Commission, we appreciate the work he did with us, and wish him all the best going forward. Brian Mezitt will continue his volunteer efforts as needed around the subject of biking in the Preston Pond Conservation Area (PPCA). Miranda Grover, our minutes taker, went off to college last fall, where we wish her well! The CC is happy to have Paula Gervia filling the newly created position of Clerk for the CC Board.



*Conservation Commission: Jerry Mullen, Vice Chair, Ali Kosiba, Steve McLeod, Amy Ludwin, Chair, and Virginia Haviland*

The role of the Conservation Commission is to promote stewardship of natural and cultural resources in our town and to advise the Select Board (SB), Planning Commission (PC), the Development Review Board (DRB) and other town groups as needed on matters relating to the environment. While the current membership of the Commission consists of diverse backgrounds and some expertise in the fields of ecology and natural resources, we draw on professionals in the public and private sectors to assist our efforts. The Commission has been active in a number of areas of major focus during the past year, including wrapping up the Preston Pond Conservation Area Management Plan (PPCAMP).

### **Preston Pond Conservation Area**

2017 brought the end of a lengthy draft process. After a lot of public input and complicated discussion of the plan, the CC approved a draft plan and passed it along to the Select Board in the spring for vote. With some amendments made by the Select Board, it was approved in October. With the passage of the plan, Chittenden County Forester Ethan Tapper has begun putting the forest management sub-plan into action. Look for more information about logging, trail and bridge work in the Preston Pond Area from PPCA Forest Steward Ali Kosiba in her report.

### **Watershed/Floodplain**

There was a lot of work around the floodplain and issue of water quality in the Winooski River valley in 2017.

We had a few comments from local residents that led us to look at the Duxbury Rd canoe access. Sharon Murray from our SB started the ball rolling with some quick research, following up by contacting the Agency of Natural Resources (ANR). With the support of the CC and the SB this project was coordinated by Jason Nerenberg, District Stewardship Forester, and Ken Brown, Trails Coordinator for Vermont Department of Forests, Parks, and Recreation. Funding came mostly from a grant from the ANR, along with \$1,000 from the Bolton Conservation Fund. The old canoe access is closed off due to a lot of erosion of the river bank in that area.

The CC also reached out to Jason Nerenberg from the ANR about floodplain restoration in State owned lands on Duxbury Rd, and Jason as well as Ann Smith from the Friends of the Winooski (FOW) have taken that on as a goal. Both are applying for ERP grants to restore Preston Brook floodplain. Maple Wind Farm,

who leases some of that land, has agreed to adjust the fence line along the brook to allow more room for floodplain.

November 2017 brought the retirement of Friends of the Winooski Executive Director Ann Smith, and we wish her all the best. She has been a partner with us for a number of years, organizing community workshops to abate water runoff in roads and driveways, make rain barrels and also rain gardens. With FOW Ann secured the grant to pay for implementation of a runoff abatement project at Smilie Memorial School, based upon a design that came out of a study FOW helped us get going with a group of Norwich Academy cadets and their professor in 2014. Fall found Sean White of FOW at Smilie, planting two rain gardens with 3rd and 4th grade students that were part of the runoff project. There will be a bit more planting in the spring of 2018 which will complete the project at Smilie School.

Gary Urban and Jerry Mullen followed up on some floodplain forest erosion control and met with two farming landowners interested in learning more about controlling erosion on their properties, and making a plan to address those places in need of stabilization. We are also continuing outreach to individual non-farming landowners. Leslie Pelch made the CC a very helpful combination of maps that provides us the detailed information we need for this part of the project, thanks very much Leslie. We've also had support for some of the work within the floodplain this year from Katie Kain of VT Fish & Wildlife (and also a new resident of Bolton), thanks Katie.

The state continues to address the gravel pit runoff situation on Duxbury Rd as needed.

There are plans to build a small trail next spring to provide improved access to the Sara Holbrook Property along the Winooski, where the Long Trail bridge lands near Rt 2. We have a few volunteers for this project and would welcome more; if you are interested in helping with this please contact the CC.

We are also seeking someone to become a Steward for the Sarah Holbrook (SH) property that lies in the Floodplain along the river. The role of the SH Steward includes: walking the property at least once a month, performing routine maintenance, trail work, litter removal, annual posting of trail notices and arranging for volunteers to help with additional projects like invasive control. The Steward would attend CC meetings as needed, notify the group of necessary improvements in the area and report to the SB annually.

## **Other Projects**

Wheeler Field and the surrounding property in West Bolton was put up for sale, and a local developer is working to purchase and subdivide the property. A Friends of Wheeler Field Group has formed and is looking into possible ways to conserve that field for public recreation and Town uses. The CC is in support of the concept. The Commission has begun to address items from the Town Plan to do list. In the fall the CC, along with grant support from the High Meadows Fund and the Vermont Association of Conservation Commissions, hired Sue Morse to come to Smilie Memorial for a talk and fantastic slide show: Animals of the North: What Will Global Climate Change Mean for Them?

The Vermont River Conservancy is again pursuing an opportunity to purchase the Bolton Potholes property on Joiner Brook. The CC has reviewed a draft management plan and provided feedback. Are you interested in conservation issues? The Conservation Commission would welcome a new member, please be in touch for more details.

Respectfully submitted on behalf for the Bolton Conservation Commission: Amy Ludwin & Virginia Haviland

Additional 2017 Conservation Commission members: Ali Kosiba, Steve McLeod, Jerry Mullen, Gary Urban

## Annual Update

Preston Pond Forest Steward, Ali Kosiba

As many of the trails in the Preston Pond Conservation Area (PPCA) were once logging roads and not purposely built for hikers, there are trail sections in need of upgrades. With help from Daniel Schmidt (VYCC) and Ethan Tapper (Chittenden Country Forester), and due to our inclusion in the Lake Champlain Basin, we were able to secure funding to mitigate erosion on the Libby's Look trail. As visitors of this trail know, it is very steep and severely eroded in some sections. There are multiple issues with this situation: soil washes into bodies of water which can reduce water clarity and increase nutrient inputs – resulting in poor conditions for some aquatic wildlife, while promoting harmful algal blooms. Not only that, but the erosion was a problem for hikers and the longevity of the trail. At times, it was easier to walk to either side of the trail than in the trail bed itself; this kills important vegetation and compacts the soil. As a result, the trail was getting wider and we were losing soil in every rain storm. In September, a VYCC crew fixed areas of severe trail erosion on the Libby's Look trail and did some drainage work on other trails in Preston Pond to mitigate potential problems.



Figure 1: Members of Richmond Scout Troop #23 working in the PPCA to replace a broken bridge (Photos courtesy of Ross Johnson)

Another helpful project we had completed this year was a bridge removal and replacement by Ross Johnson, a boy scout in Richmond Troop #23, who planned and completed this project for his Eagle Scout badge. Ross and I marked hemlocks from the property to be felled by his family friend and Bolton resident, Peter Schoen. Ross and his fellow troop members de-limbed, transported, and debarked the trees. Ross designed the bridge to be elevated compared to the previous bridge, and use pressure treated lumber and stone fill to increase the longevity of this bridge.



Figure 2: Bonnie Mullen Rowell and Jerry Mullen ready to launch the new beaver baffle cage into the Upper Pond (Photo: Rob Mullen)

The beaver baffle in the Upper Pond, which prevents the water from rising too high, has had issues over the years. In June, Joss Besse and Dickie Streeter cleared debris from the baffle and re-positioned it. However, beavers were able to re-clog it. Rob Mullen, Bonnie Mullen Rowell, and Jerry Mullen re-designed the baffle with a

wire cage surrounding it to exclude beavers around the baffle.

Looking forward, this winter Ethan Tapper, and Bolton logger Kyle Pratt are planning on conducting forest management in the south end of the property as part of our management plan. This process will reduce the density of trees to promote a healthier forest, which will involve thinning out diseased or poorly formed trees, as well as making “patch cuts” (small clearings) to promote forest diversity and wildlife habitat. Through this process, many of the old logging roads on the property will be brought up to current standards, which, like for the hiking trails, involves improving drainages to prevent erosion. Additionally, firewood will be available to some town residents. We are also looking into expanding parking on Notch Road to accommodate more cars.



*Ali Kosiba, Preston Pond Steward*



Town of Bolton  
3045 Theodore Roosevelt Highway  
Bolton VT 05676  
Phone: (802)-434-5075/3064 x 222  
Fax: (802) 434-6404  
Email: clerkbolton@gmavt.net

**POLICY FOR COLLECTION OF DELINQUENT TAXES**

**The purpose of this policy is to establish clear guidelines so that all delinquent taxpayers shall be treated fairly and shall know what to expect. Each taxpayer has a right to apply for abatement of property taxes based on any of the grounds listed in 24 V.S.A. § 1535.**

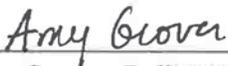
- A. As soon as the warrant to collect delinquent taxes has been received, and each month afterwards, the Delinquent Tax Collector shall send a notice to each delinquent taxpayer indicating the amount of taxes, penalty and interest owed.
- B. Mortgage and lien holders will be notified of the delinquent taxes 30 days after the first notice has been sent to the taxpayer and again prior to a tax sale.
- C. The delinquent tax collector is available by appointment to discuss and formalize a payment agreement, and only payment arrangements that will pay the bill in full before the due date of next year's tax bill will be accepted. The payment agreement shall be put in writing and signed by the Delinquent Tax Collector and the delinquent taxpayer.
  - 1. The Delinquent Tax Collector shall not waive penalty & interest on late payments.
  - 2. Partial payments shall be applied first to the interest portion of the amount due, and the remainder shall be divided proportionally between the principal amount of the tax and the 8% fee.
  - 3. Receipts shall be given to each taxpayer that pays in person at the Town Office with the date of payment, amount of payment and initials of receiver. Receipts for mailed in payments shall be sent to taxpayers upon request.

**Failure to make arrangements for payment of delinquent taxes shall result in further action. If an agreement has not been reached, or an established agreement has not been met, then the following actions can be taken:**

- D. If the amount due is less than \$1,000 and no satisfactory payment arrangements have been made in one month after the first notice has been sent to taxpayers, or if the prior payment agreement has not been met, the Delinquent Tax Collector shall file a complaint with **small claims court**.
- E. If the amount due is \$1,000 or more and no satisfactory payment arrangements have been made in one month after the first notice has been sent to taxpayers, or if the prior agreement has not been met, the Delinquent Tax Collector shall begin the following actions to conduct a **tax sale of the property** or as much of the property as is necessary to pay the tax, plus costs and fees:

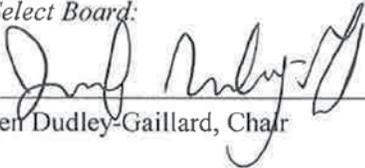
1. The Town Attorney shall notify the taxpayer and all mortgage and lien holders of the tax sale decision, the date by which full payment must be received, and the costs to expect once the sale process begins.
  2. If the deadline date has passed and full payment has not been received, the Town Attorney and Delinquent Tax Collector, shall proceed with a tax sale according to the procedures specified in 32 V.S.A. § 5252.
  3. Costs of preparing and conducting the sale, including legal fees up to a maximum of 15% of the amount of the delinquent tax, shall be charged to the delinquent taxpayer.
- F.** If no one purchases the property at tax sale, or if, in the judgment of the Delinquent Tax Collector, proceeding with the tax sale is inadvisable, the Delinquent Tax Collector shall collect the delinquent taxes using any or all of the methods permitted by law.

The foregoing Policy is hereby adopted by the Delinquent Tax Collector and the Select Board of the Town of Bolton, Vermont, this 6<sup>th</sup> day of November, 2017 and is effective as of this date until amended or repealed.



Amy Grover - Delinquent Tax Collector

Select Board:



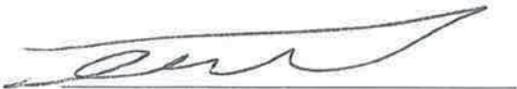
Jen Dudley-Gaillard, Chair



Josh Arneson, Vice Chair



Sharon Murray



Gene Armstrong

Ron Lafreniere

## DEVELOPMENT REVIEW BOARD

The Bolton Development Review Board (DRB) is a five-member board appointed by the Select Board to administer the town's adopted zoning, subdivision and flood hazard regulations. The DRB is a "quasi-judicial" board – we hold warned public hearings, conduct site visits, and issue written decisions on subdivision and development applications, zoning appeals, and variance requests. Our regular monthly meetings, held on the fourth Thursday of the month at the Town Office, are open to the public. The DRB also meets in deliberative sessions as needed to review application information and hearing materials, and to draft findings and decisions.



*Development Review Board: Adam Beaudry, Alternate, Sarah McShane, Clerk, Steve Diglio, Chair, Rob Ricketson, and Sharon Murray. Missing from photo John Devine, Secretary, Adam Miller, Vice Chair, Charmaine Godin, Alternate, and Mike Rainville, Alternate*

The DRB met eleven times in 2017, held seven warned public hearings, as well as two sketch plan reviews. The following applications were reviewed in 2017. All decisions of the Board are available for review at the Town Office and on the town's website:

Application 2017-01-DRB: Aaron Lawrence (Applicant and Property Owner)- Conditional use review to construct a single-family dwelling and related improvements on steep slopes at 1518 Notch Road. Decision: Approved with conditions.

Application 2017-02-DRB: Vermont Building Resources LLC (Applicant) & West Bolton Golf Club (Property Owner)- Preliminary review of 9-lot subdivision/PUD of parcel (Map 1; #0035425) on corner of Stage and Nash Roads. Decision: Approved with conditions.

Application 2017-08-DRB: Krysta Harris & Benjamin Spound (Applicants) & Doug Nedde (Property Owner) - Conditional use review to construct a 804 SF accessory structure (geodesic dome) at 4010 Bolton Valley Access Road (Lotus Lodge). Decision: Approved with conditions.

Application 2017-10-DRB: Kevin Youngman (Applicant) & James & Kim Kilpeck (Property Owners) - Sketch plan review of proposed access improvements and 2-lot subdivision of the 201.0± acre parcel (Tax Map 8; #0010895) on Duxbury Road.

Application 2017-13-DRB: Leon Lafreniere (Applicant and Property Owner)- Final subdivision review for 2-lot subdivision of the 76.5± acre parcel (Tax Map 15; #0013466) on Duxbury Road. Decision: Approved with conditions.

Application 2017-22-DRB: Kevin Youngman (Applicant) & James & Kim Kilpeck (Property Owners)- Final subdivision review for 2-lot subdivision and conditional use review of proposed access improvements on the 201.0± acre parcel (Tax Map 8; #0010895) on Duxbury Road. Decision: Approved with conditions.

Application 2017-23-DRB: State of Vermont- Dept. Forests, Parks, and Recreation (Applicant and Property Owner) - Conditional use review for trail and river access improvements in Camel's Hump State Park. Decision: Approved with conditions.

Application 2017-29-DRB: CRAG VT (Applicant) and Mary & Michael Parker (Property Owners)- Sketch plan review for a 2-lot subdivision of the parcel located at 122 Champ Lane.

Application 2017-33-DRB: Vermont Building Resources LLC (Applicant) & West Bolton Golf Club (Property Owner)- Final review of 9-lot subdivision/PUD of parcel on corner of Stage and Nash Roads. Decision: Approved with conditions.

Current DRB members include Stephen Diglio (Chair), Adam Miller (Vice Chair), Rob Ricketson, Sharon Murray, John Devine, Adam Beaudry (alternate), Charmaine Godin (alternate) and Mike Rainville (alternate). The DRB also received much appreciated staff support this year from Zoning Administrator and DRB Assistant Sarah McShane.



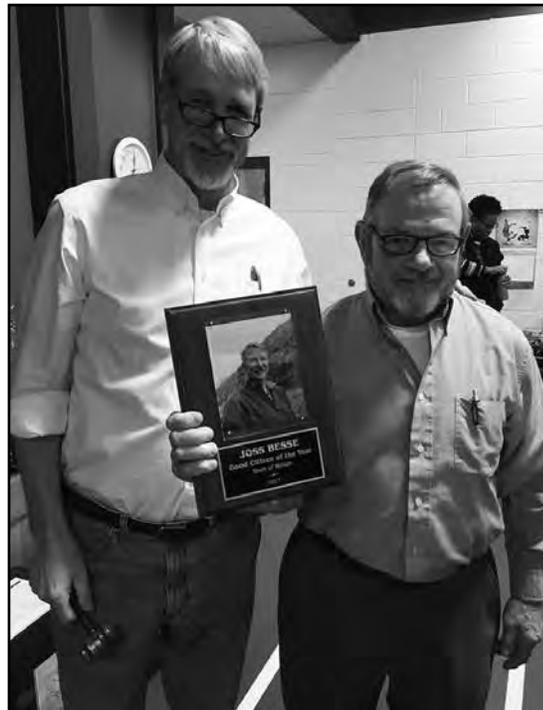
*Board of Civil Authority: Sharon Murray, Brenda McKeown, Chair, Amy Grover, Rich Reid, Paula Gervia, Vice Chair, Josh Arneson, and Jen Dudley-Gaillard  
Missing from photo: Gene Armstrong, Ron Lafreniere, John Devine, and Brittany LaBerge*

## FIRE WARDEN

For burning permits, please contact me directly on my cell phone at 399-1412. Messages left at the fire station may not be checked or returned in time. A separate permit is needed for each burn. Any burning without a permit is subject to being put out by the fire department.

Respectfully Submitted,

Mike Gervia, Fire Warden



*2017 Good Citizen, Joss Besse and presenter, John Devine*

## HIGHWAY FOREMAN

2017 was another busy year for the Bolton highway crew.

Winter saw the usual challenges of keeping culverts thawed and the town roads open, with some major storms to contend with – like STELLA which dumped over 50” of snow at higher elevations, and over 36” here in the valley. Two reminders:

Please keep your parked vehicles, trash cans and recycling out of the town right of way, especially in the winter. We cannot safely stop our trucks while plowing to move trash cans out of our way, and having to navigate around parked vehicles can be dangerous.

When a lot of snow accumulates, it is necessary to push snowbanks in the right of way back to make room for more plowed snow. While we don't intentionally damage lawns, trees, fences, etc., we need to move the snow in order to keep the roads open and safe.



*Corky Armstrong, Eric Andrews, Foreman and Dan Champney*

Spring mud season came on as expected, and we continued to experiment with some different types of stone in particularly muddy areas.

The summer focus was working on two projects that the town successfully received Better Roads grant funding to complete; \$34,460 to upsize culverts on Thacher and Wentworth Roads, and \$20,000 to stone line the ditches on Thacher and Wentworth Roads. All of the work is required to be completed according to the specifications of the grant, or the town will not receive the approved funding. The stone lined ditching project was completed, and the culvert project will be completed in the spring. We also plan to repave Thacher and Wentworth Roads in the spring once the work is completed, while recognizing that Bolton Valley Community Water and Sewer's ongoing repairs to their water system in that vicinity may negatively affect the final paving timeline.

The Better Roads projects somewhat disrupted our summer maintenance schedule, but we continued to address routine maintenance tasks as time and staff allowed; mowing, ditch cleaning, culvert cleaning, and a culvert was replaced and upsized on Notch Road.

The State of Vermont previously closed the state gravel pit off of Duxbury Road, which had been continually problematic with washouts onto Duxbury Road. The state completed additional work to stabilize the area, and washouts onto Duxbury Road are greatly reduced.

We were successful in applying for and receiving a PACIF equipment grant through VLCT which paid 50% of the costs for: eyewash station cartridges (required by insurance), 4 road signs and stands, and 40 traffic cones.

A lot of effort went into drafting the Highway budget for FY 18-19 with the Select Board to reflect realis-

tic costs, while trying to keep increases at a minimum. We continued to work with the Capital Planning Committee this year on drafting an equipment replacement schedule that addresses equipment needs and spaces out large capital expenditures. Impacting the FY 18-19 budget are the requirements for the upcoming Municipal Roads General Permit, which has necessitated adding additional materials, and additional staff.

As always, please be advised that there is no parking on the travelled portion of any town road, and that cars will be towed if parked in this manner. There is also a statutory rule, which carries a \$1,500 fine, for plowing snow into and/or across any town road. Also, please see the amended 2015 Winter Operations Plan & Policy included in this Town Report.

Please feel free to call me any time at the town garage (434-3930) if you have questions or concerns.

Respectfully submitted,

Eric Andrews, Highway Foreman



*Linde Emerson, Assessor Assistant*

## PLANNING COMMISSION

Happy Town Meeting Day from the Bolton Planning Commission.

The Planning Commission consists of five volunteers appointed by the Select Board. Current members are Linda Baker (chair), Steve Barner, Evan DesLauriers, Kaelyn Modrak, and Deborah Shelby. Paula Gervia clerks for the Commission. Welcome to Kaelyn and Evan as new members in 2017 and to Paula as the new clerk.

The Planning Commission generally meets on the second Monday of the month. This year we had 11 monthly meetings, one special meeting, a hearing on the 2017 Town Plan and one community forum. As always, interested residents are encouraged to attend our regular meetings.

The Planning Commission is primarily responsible for drafting and amending the Bolton Town Plan and zoning regulations (The Bolton Land Use and Development Regulations or BLUDRs). It also participates in the regional planning process and engages in comprehensive planning. The PC is strictly a planning body with no authority over development review projects and, as such, does not issue permits or review proposals for development. These town functions fall under the jurisdiction of the Development Review Board and the Zoning Administrator.

Completing a new Town Plan was the Planning Commission's main priority for the last several years. The old plan (adopted in 2012) expired in May 2017. A draft of the new plan which incorporated many suggestions from community meetings was presented at a public hearing in late January 2017 and, after further changes based on public feedback at that hearing, it was submitted to the Select Board in February. After SB review and one Select Board hearing, the plan was submitted to the Chittenden County Regional Planning Commission for review and was subsequently approved and was put in place in May.

Over the years, the Planning Commission's role has changed as state regulations have become more complex. Our job is to take the desires of the townspeople, to refine them and to present them to professional planners to mold into a strong, legal document to represent the town's interests. The Planning Commission was fortunate enough to work with professional planners, Emily Nosse-Leirer and Regina Mahoney of the Chittenden County Regional Planning Commission who went above and beyond the job description to finish our document in a timely fashion. This work was funded by a \$20,000 Municipal Planning Grant awarded by the Department of Housing & Community Development and \$6,000 from the Planning Commission's operating budget and reserve fund. Additional funds were provided through the Chittenden County Regional Planning Commission's Fiscal Year 2017 Unified Planning Work Program. These funds allowed us to hire technical and writing assistance as well as a graphic design to make the plan more user friendly. Another invaluable person in this long process was Carol Devlin, our clerk at the time. Her tireless efforts included everything from helping to write the grant to spending hours every week researching, organizing our meetings and herding us in the right direction.

The Planning Commission's work on the Town Plan was also supported by the Department of Housing &



*Planning Commission: Kaelyn Modrak, Evan DesLauriers, Steve Barner, Linda Baker, Chair, Deb Shelby, Vice Chair, and Sadie*

Community Development (DHCD) which selected Bolton as a pilot town for their new Planning Manual. As part of this project members of the PC met with planners from both the CCRPC and DHCD to discuss the plan and strategies in the manual. Throughout the process the PC provided DHCD with feedback on the manual.

Other Planning Commission activities in 2017 included:

- Reviewing future plans for the Potholes.
- Finding replacements for two of our members
- Monitoring the zoning process in Bolton through quarterly reports from the Zoning Administrator
- Monitoring applications of Bolton property owners at the state level, especially wastewater permits and Act 250 permits
- Monitoring a proposal to develop Wheeler Field
- Monitoring VTRANS' plan to repair the TH4 Bridge 51-3 (a.k.a. the Notch Road culvert/tunnel).
- Reviewing drafts of the Bolton Hazard Mitigation Plan, Bolton Local Emergency Operations Plan and Regional Hazard Mitigation Plan.
- Monitoring the implementation of Act 174 and the resultant development of the State Energy Plan, requirements for the Energy Compliance Certification by the Vermont Public Service Board, and the Chittenden County Regional Planning Commission's Regional Energy Plan.
- The PC reviewed Bolton's constraints on energy development in the draft CCRPC Regional Energy Plan.

Once the Planning Commission completed the Town Plan, it started reviewing and updating the Bolton Land Use and Development Regulations (BLUDRs, a.k.a. the zoning regulations). We have already begun tracking suggestions for changes and have had one community meeting.

The Planning Commission is grateful to Emily Nosse-Leirer from the Chittenden County Regional Planning Commission for her dedication and hard work writing the Town Plan. We'd also like to thank John Adams (Agency of Commerce and Community Development), Joss Besse (Bolton Capital Plan Committee), Faith Ingulsrud (Agency of Commerce and Community Development), Regina Mahony (Chittenden County Regional Planning Commission) and Sharon Murray (Bolton Select Board) for their participation on the Pilot Advisory Group, comments and technical assistance.

We'd especially like to offer our recognition and thanks to Rodney Pingree and Jim Bralich for their many years of service to the Planning Commission.

For more information, check out the Bolton website at <http://www.boltonvt.org>, email Carol Devlin at [assistbolton@gmavt.net](mailto:assistbolton@gmavt.net) or call the Town Office at 802-434-3064 ext. 221.

Linda Baker, Planning Commission Chair

## SELECT BOARD

The Select Board would like to express their condolences to the families of Wayne Ring (Highway Department since 2011) and Joan Pecor (appointed as Delinquent Tax Collector in 1985). Both Joan and Wayne faithfully served the Town for years right up until they passed away. They touched so many people's lives in Bolton and will not be forgotten.



*Select Board: Sharon Murray, Ron Lafreniere, Jen Dudley-Gaillard, Chair, Josh Arneson, Vice Chair, and Gene Armstrong*

Since 2016, the Select Board has implemented employee evaluations and completed them annually. It's easy to get caught up in the day-to-day and neglect to take the time to provide important feedback to those with whom we work most closely, however, evaluations are an essential task moving forward.

The Select Board would like to thank Eric Andrews, Corky Armstrong, and Dan Champney for their efforts to keep the roads clear and passable: whether that's cutting trees down at 3am after a recent devastating windstorm or taking one last sweep of the Bolton Valley Access Road during Storm Stella, so powderhounds can make it down safely after a legendary day. The Town also purchased a second plow truck, as the 2005 truck it replaced was becoming increasingly unreliable. Bolton has some challenging terrain, slopes, and weather and these trucks take a beating. The Capital Planning Committee (CPC) has recommended that the Select Board work towards an 8-year schedule for replacement of these essential pieces of our Highway Department stock.

The Highway Department also worked closely with the Chittenden County Regional Planning Commission (CCRPC) to submit a Better Roads Grant to the State of Vermont. The town was subsequently awarded funds to improve the culverts and drainage along Thacher and Wentworth Roads. Applying for grants will become increasingly important as the new state water quality legislation takes effect in July 2018, and as we continue to strive to keep our overall budget in check. Additionally, the Select Board entered into a Traffic Enforcement Contract with the Town of Richmond to help curb dangerous, at times lethal, speeding in Town during this past year.

The Select Board would like to thank Mike Gervia and our volunteer fire fighters for their service to the town, including responding to multiple fatalities, as well as their continued fire education efforts at Smilie School.

The Select Board held hearings, revised, and ultimately adopted the contentious Preston Pond Management Plan (PPMP) that the Conservation Commission, and PPMP subcommittee before them, dedicated themselves to working on for well over five years. The Town engaged in a robust debate on trapping, bikes, and dogs in this process, and the plan is stronger for it.

Piggybacking the Planning Commission's diligent work, the Select Board held hearings, provided feedback, and eventually adopted our new Town Plan that will remain in effect until 2025. The Select Board would like to thank the Planning Commission members, as well as the CCRPC, for their perseverance and hard work in seeing this essential document through to the finish line. The PC has laid out many important tasks and duties for the Town to address in the coming years.

Thank you to all who participated in the democratic process this past year; I encourage you to take your involvement and engagement to the next level. The Town is always looking for volunteers for either short-term projects or longer-term committee positions. We are stronger together - as long as we can be respectful, open-minded, and compassionate towards those with conflicting points-of-view.

Lastly, the Select Board would like to thank the Town Staff for their vast amounts of help, attention to detail, and patience. Amy Grover, Carol Devlin, and Sarah McShane have served the Town with both intelligence and grace.

As my term on the Select Board comes to a close, I would like to thank the other members with whom I have served over the last four years. Together, we have done the hard work of enacting numerous, challenging policies, ordinances, and plans, as well as rewriting the budget. All of these actions have left the Town in good shape for the future. You have been dedicated public servants who have given so much of your time, patience, wit, expertise, and wisdom to do what's right for the Town again and again. It has been my pleasure to serve with each of you in shaping a better future for all of Bolton.

Respectfully Submitted on behalf of the Select Board,

Jen Dudley-Gaillard, Bolton Select Board Chair



*Improved Bolton Winooski River  
Canoe Access*



**TOWN OF BOLTON TAX PAYMENT POLICY, AMENDED 2017**

1. METHOD OF PAYMENT: Check, cash, or money order. Coins in excess of 1 dollar are not accepted. Currently dated checks are to be made payable to the Town of Bolton. Payments mailed from foreign countries may either be paid by check or International Money Order but must be payable in US dollars. Checks not meeting these requirements will be immediately returned to the sender, and penalties applied if applicable. Checks returned by the bank, for any reason, will cause the payment to be cancelled, any receipt issued for that payment to be void, and penalties applied where applicable. Receipts will be mailed only if postage is supplied.

2. TAXES and SPECIAL ASSESSMENTS: The tax bill covers taxes and special assessments, if any, for the town's operational year, July 1 – June 30.

3. INSTALLMENT PAYMENTS and DELINQUENT DATES: Taxes are payable by multi-installment payments and on due dates which are voted by the taxpayers annually at town meeting. Consult the tax bill for due dates for each year. If the due date falls on a Friday, Saturday, Sunday, or holiday, payment is due by 4 p.m. on the next business day. Federal postmarks of the due date are accepted as on time. Unpaid taxes incur a 1% penalty each month, and late notices are sent monthly. Any taxes unpaid as of the final installment due date incur an immediate 8% penalty and 1% interest, and are turned over to the Delinquent Tax Collector for collection.

4. PROPERTY OWNERSHIP: Taxes are levied on both real and personal property. By law, the tax is the responsibility of “the last owner or possessor thereof on April 1 each year” (V.S.A. § 3651).

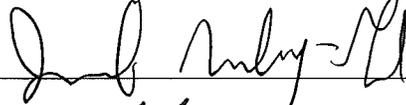
5. PROPERTY OWNER’S RESPONSIBILITY: The owner, as of April 1, remains liable for the year’s taxes regardless of subsequent conveyances (Fulton v. Aldrich, 76 Vt. 310, 1904). Tax bills are mailed to the last owner or possessor thereof on April 1 each year, at the address on file with the Assessor’s Office. The Assessor’s Office must be notified in writing of any address changes. Tax bills must be mailed at least 30 days prior to the date that the first installment payment is due. Failure to receive a tax bill does not relieve the taxpayer of responsibility to pay the taxes when the taxes become due and payable, nor does it relieve the taxpayer of paying any additions of penalties and/or interest.

6. TRANSFER OF PROPERTY: If all or a part of the taxed property is sold, it is the seller's responsibility to forward the tax bill/tax information to the new owner, and the new owner's responsibility to take note as to when the tax installments are due and amounts payable.

7. DELINQUENT TAXES: Please refer to the “Policy for Collection of Delinquent Taxes.”

10. ESCROW ACCOUNT: The Town of Bolton does not routinely mail tax bills to banks or mortgage companies for escrow accounts. The responsibility for forwarding tax information lies with the property owner.

Amended by the Bolton Select Board this 27<sup>th</sup> day of November, 2017

  
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Amended by the Bolton Select Board this 16<sup>th</sup> day of November 2015.

Ron Lafreniere, Chair

Gene Armstrong

Josh Arneson

Jen Dudley-Gaillard

Sharon Murray

Received for record the 17<sup>th</sup> day of November 2015

Attest: Amy Grover, Town Clerk

Adopted by the Bolton Board of Selectmen this 5th day of January, 1994.

Donald Carr, Board Member

Gerard A. Mullen, Chairman

M. Peter Siegel, Board Member

Richard P. Streeter, Board Member

Denis Turpin, Board Member

Received for record the 6th day of January, 1994.

Attest: Deborah LaRiviere Town Clerk

## VITAL RECORDS

Between January 1, 2017 and December 31, 2017, the Town of Bolton recorded twenty one (21) births. Of these, ten (10) were males and eleven (11) were females.

In the same period, thirteen (13) Civil Marriages were performed.

Eight (8) deaths were recorded during the 2017 calendar year.

## THE NEW VITAL RECORDS LAW (ACT 46) AND WHAT IT MEANS FOR YOU

The Vermont Legislature passed Act 46 in May 2017, which significantly changes the state laws that govern vital records –namely, birth and death certificates. The new law and rules will enhance the safety and security of birth and death certificates, provide better protection against misuse of these legal documents, and reduce the potential for identity theft. Additionally, the changes streamline the entire statewide system for creation, storage and tracking of birth and death certificates. Act 46 will impact anyone who seeks a copy of a Vermont birth or death certificate. The changes go into effect on July 1, 2018.

The most notable changes are:

Only family members (as defined in Act 46), legal guardians, certain court-appointed parties or legal representatives of any of these parties can apply to obtain a certified copy of a birth or death certificate. In the case of a death certificate only, the funeral home or crematorium handling disposition may apply for a certified copy.

An individual must complete an application and show valid identification when applying for a certified copy of a birth or death certificate.

An individual who refuses to complete the application or cannot provide valid identification will be ineligible and referred to the Vital Records Office.

Certified copies of birth and death certificates can be ordered from any town, not just where the birth or death occurred or where the person was a resident.

Certified copies will be issued on anti-fraud paper.

Access to noncertified copies (previously called “informational” copies) is not significantly changed by the new law or rules.

Marriage, civil union, divorce or dissolution certificate copies and processes are not affected by the new law or rules.

For text of Act 46, go to <https://legislature.vermont.gov/assets/Documents/2018/Docs/ACTS/ACT046/ACT046%20As%20Enacted.pdf>

## VOLUNTEER FIRE DEPARTMENT

In 2017, the Fire Department responded to 86 calls. Calls include structure fires, chimney fires, brush fires, forest fires, car fires, hazardous materials calls, power line obstruction calls, car accidents, fire and carbon monoxide alarms, Richmond Rescue assists and mutual aid responses.

The department has 14 firefighters who spend 150 hours training each year as well as many additional hours responding to emergency calls. We cover all of the four distinct areas of town (Duxbury Rd, Route 2, Bolton Valley and West Bolton). As in any emergency situation, please give the firefighters room to do their jobs. Emergencies happen at all hours of the day or night and across all weather conditions. There may be trucks, equipment or members in the roads or across parking areas. Firefighters need the space to do their job and clean up as easily as they can in all situations.

There are many different jobs we do as firefighters. If you are interested in joining, please stop by and see us on Tuesday nights at the station. Thank you to everyone who supports the fire department and its members. Thank you also to the members who volunteer their time for training and responding to emergencies. The department meets at the fire station every Tuesday night.

Respectfully Submitted,

Mike Gervia, Fire Chief



*Bolton Volunteer Fire Department*

## **TOWN OF BOLTON WINTER OPERATIONS PLAN & POLICY 2015 AMENDMENT**

### **I. Purpose**

This winter operations plan and policy, as adopted by the Bolton Select Board, is intended to clearly state town policy and priorities for clearing and maintaining town highways between November 15<sup>th</sup> and April 30<sup>th</sup> to allow for safe passage of motor vehicles during winter months.

### **II. General Operations**

1. The town of Bolton has only two full-time highway personnel, working in shifts and assisted by seasonal or part-time help as available, to do winter maintenance on approximately 20.5 miles of road.
2. Maintenance during winter storm events will begin around 4:00 am, with the intent of having major traffic routes open by 7:00 am, and continue until all routes are cleared. Except in emergency situations, there usually will be no maintenance between the hours of 10:00 pm and 4:00 am.
3. After 16 hours on the job, it is required that operations are stopped to allow the road crew to have a minimum of 6 hours off.
4. The Town of Bolton does not have the personnel, equipment or resources to maintain a “bare roads” policy. During winter storm events, roads will be cleared and opened to traffic to the extent conditions reasonably allow, but will be fully cleared of snow only after a storm event is over. Travelers using town roads are expected to exercise due care and reasonable caution in response to changing winter weather conditions, especially during storm events.
5. In the event of a large winter storm, or an emergency situation where town equipment is out of service for repair, the Road Foreman, in consultation with the Select Board, may obtain needed services or equipment from qualified contractors and vendors, or from neighboring municipalities under shared maintenance agreements.

### **III. Plowing**

1. Each road crew member will be assigned a specific route to complete. Plow routes may vary only in emergency situations.
2. Plow routes are set up to first open major traffic and school bus routes. This includes the following town highways:

Bolton Valley Access Road (SA3)  
Duxbury Road (TH1)  
Nashville Road (TH2)

Notch Road (TH4)  
Stage Road (TH3)

3. After these routes are open and cleared, roads which are the most problematic for the public (traffic volume, steepness and curves) will be plowed, with plowing continuing until all roads are open and cleared. Bolton differs from many towns in that, because of its mountainous terrain and the Winooski River, much of the road network is not interconnected. This affects the driving time needed to reach some road sections, and may delay clearing operations during winter storm events.
4. Honey Hollow Road (TH12) , because it is steep, narrow, difficult to maintain and unsafe to travel during winter months, and serves only seasonal camps and state land, is officially closed to motor vehicle traffic from December 16th to May 1st of each year, pursuant the October 1, 2012 Honey Hollow Adoption of rule. Beginning and end dates for road closure may be adjusted by the Select Board, in consultation with the Road Foreman, based on prevailing weather and road conditions. The town will not plow or maintain the road when closed to traffic; however the Select Board may allow for temporary winter access under a private winter maintenance agreement approved by the board.
5. The town will not plow nor maintain Class 4 roads, private roads or driveways. All private roads and driveways are to be maintained by property owners as necessary to allow for emergency vehicle access, and to avoid parking within town rights-of-way.
6. The town will enforce NO PARKING restrictions under the Bolton Parking Ordinance at all times on the traveled portion of all highways, and in plow truck and school bus turnarounds. Vehicles will be towed at the owner's expense.
7. State law (23 VSA § 1126) prohibits plowing, shoveling or blowing snow from a private road or drive onto or across a town or state highway. Violators may be subject to a fine or penalty and may also be liable for damage to property, vehicles, and any undue cost to the town for clearing and removal.
8. The town will assume no responsibility for plow or snow damage to objects such as trees, fences, flowers, and stone walls placed within town rights-of-way without prior permission from the town. The town will also assume no responsibility for damage to mail boxes located within town highway rights-of-way, unless directly struck by the plow.

### **III. Use of Materials**

1. Salt will be applied to most paved roads, when the road temperature is at or above 20 degrees, with a minimum of sand added as necessary. Salt is not effective when the road temperature drops below 20 degrees.
2. Sand will be applied on all gravel roads. Granular materials used for winter maintenance may contain particles as large as ¾" in size, which can cause windshield damage. Travelers on local highways are expected to use caution and avoid following town trucks and other vehicles too closely. The town will not assume responsibility for windshield or other damage resulting from the use of sand and gravel for winter road maintenance.

Adopted November 25, 2002. Amended this 16<sup>th</sup> day of February, 2015 by majority vote of the Bolton Select Board.

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*Smilie students worked with Friends of the Winooski through a grant to address drainage and runoff at Smilie Memorial School*

## ZONING ADMINISTRATOR'S REPORT

The Town of Bolton Land Use and Development Regulations requires a zoning permit for all land development and subdivision of land. Under the Regulations, land development is broadly defined as 'the construction, reconstruction, conversion, structural alteration, relocation, or enlargement of any building or other structure, or of any mining, excavation or landfill, and any change in the use of any building or other structure, or land, or extension of use of land [§4303(10)].'

### 2017 Zoning Permits

Single-family dwellings	3
Two-family dwellings	0
Accessory dwellings	1
Mobile home replacements	3
Additions/Porches	3
Accessory outbuildings/ structures	6
Exempt agricultural out- buildings	0
Boundary-line adjustments	0
Ponds	0
Changes of use	0
Home Occupations	0
Signs	0
River Access Improvements	1
Permit Revision	2
Renewals of permit	0
Certificates of Occupancy	9
Notices of Violation	0
Zoning Certfications	19
Applications referred to the Development Review Board	9



*Zoning Administrator and Development  
Review Board & Planning Assistant,  
Sarah McShane*

Thirty-seven (37) zoning permit applications were received and processed during the year, as well as nineteen (19) requests for verification of compliance with the Town's zoning and subdivision regulations. Twenty-eight (28) zoning permits (including nine Certificates of Occupancy (CO)) were issued during the calendar year from January 1, 2017 to December 31, 2017. Nine (9) applications were referred to the Development Review Board.

Please note that unless a use or structure is listed as exempt under Article IX, Section 9.2, a permit and conformance with the Town's Land Use and Development Regulations is required. Zoning permits are required for new construction (including additions, decks, sheds, etc.), site alterations, home occupations, signs, changes of use, etc., so if you're planning a development for which you think a permit may be required, I

encourage you to contact me beforehand for guidance and assistance in preparing your application. I am generally in the Town Office on Tuesdays, but am happy to schedule meetings on alternate days or in the early evening to meet your needs. I may also be contacted any time by email at [zoningbolton@gmavt.net](mailto:zoningbolton@gmavt.net). Please do not hesitate to contact me regarding any zoning related questions you may have.

If you are planning a project, please note that certain time frames apply. Once a complete application is received, the Zoning Administrator has 30 days to review the application and make a decision [VSA§4448(d)]. After a permit application is approved, there is an additional 15-day appeal period where an “interested person” may appeal the Zoning Administrator’s decision, and no work may commence until this period expires [VSA§4465(a)]. Please keep these time frames in mind when planning your project(s) and submitting your permit applications.

Also, if you have recently received a zoning permit and have completed your project, I urge you to file an application for a Certificate of Occupancy (CO). A Certificate of Occupancy is required prior to the use or occupancy of land or a primary structure. Copies of the Bolton Land Use and Development Regulations, Flood Hazard Regulations, and zoning permit applications can be downloaded at <http://boltonvt.com/documents/>.

Respectfully submitted,

Sarah C. McShane



*Town Meeting 2017*

## **TOWN SECTION**

### **OUTSIDE ORGANIZATIONS**

**Chittenden County Regional Planning Commission (CCRPC)**

**Chittenden Solid Waste District (CSWD)**

**Chittenden Unit for Special Investigations (CUSI)**

**Committee on Temporary Shelter (COTS)**

**Community Senior Center**

**Legislative Report**

**Our Community Cares Camp (OCCC)**

**Richmond Rescue**

**Steps to End Domestic Violence**

**Vermont Department of Health**

**Vermont League of Cities and Towns**

**Visiting Nurse Association (VNA)**



110 West Canal Street, Suite 202  
Winooski, Vermont 05404-2109  
802-846-4490  
www.ccrpcvt.org

## FY2017 ANNUAL REPORT

### Bolton

The Chittenden County Regional Planning Commission (CCRPC) is a political subdivision of the State created by the municipalities of Chittenden County in 1966 for the development of policies, plans and programs that address regional issues and opportunities in Chittenden County. Its vision is to be a pre-eminent, integrated regional organization that plans for healthy, vibrant communities, economic development, and efficient transportation of people and goods while improving the region's livability. The CCRPC serves as the region's federally designated metropolitan planning organization (MPO) and is responsible to all citizens of the region to ensure the implementation of the best regional and transportation plan for Chittenden County. The CCRPC also provides technical and planning assistance to its member municipalities and the Vermont Agency of Transportation (VTrans).

The CCRPC is governed by a 29-member board consisting of one representative from each of the County's 19 municipalities; transportation representatives from VTrans, Green Mountain Transit (GMT), Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Burlington International Airport (BIA), and a rail industry representative; and, at-large members representing the interests of agriculture; environmental/conservation; business; and housing/socio-economic. The legislative body of each Chittenden County municipality selects its own representative and alternate. The full CCRPC selects the at-large representatives.

The CCRPC appreciates the continued opportunity to work with its municipal members to plan appropriately for the region's future to protect and improve the special quality of life that is shared throughout Chittenden County. In FY17, the CCRPC invested about \$5.1 million in regional land use, transportation, emergency management, energy, natural resources, public engagement, public health, training, and technical assistance. The program leverages more than \$4.5 million in Federal and State investment with \$245,000 in municipal dues and another \$187,000 in local match for specific projects—an **11:1 return on investment**. Bolton's dues were \$1,584 in FY17 and \$1,534 in FY18.

Bolton representatives to the CCRPC Board and other committees in FY17 were:

- CCRPC representative – Joss Besse
- CCRPC alternate – Sharon Murray
- Transportation Advisory Committee (TAC) – Eric Andrews
- Planning Advisory Committee (PAC) – Joss Besse
- Clean Water Advisory Committee (CWAC) – Deb Shelby
- All-Hazards Mitigation Plan Update Committee – Sharon Murray

Specific activities the CCRPC is engaged in with Bolton, as well as some of CCRPC's regional activities, are discussed in the following sections.

## BOLTON ACTIVITIES

In FY2017, the CCRPC provided assistance to Bolton on the following projects and initiatives:

- **Bolton Town Plan** – CCRPC staff worked with Bolton staff and the Bolton Planning Commission to draft the Bolton Town Plan, including maps and a data guide. The Plan is a pilot project for the new State Planning Manual. After being adopted by the Bolton Select Board, the Plan was approved and confirmed by the CCRPC Board.
- **Grants-in-Aid Program** – CCRPC staff coordinated with the state, Northwest RPC and other RPCs to initiate the Grants-in-Aid Program. This included sending out the announcement of the program, inviting municipalities to participate in the program, providing information related to hydrologically connected segments and responding to additional questions from interested municipalities.
- **Emergency Management – LEOP:** Staff offered assistance with the annual local emergency operations plan (LEOP) to ensure the municipality is prepared in the event of a disaster.
- **FEMA Pre-Disaster Mitigation** – CCRPC staff worked with municipal staff to prepare the required update to Bolton’s All-Hazard Mitigation Plan and submit it to the Vermont Dept. of Emergency Management and Homeland Security for review and for final approval by FEMA.
- **Capital Improvement Plan** – Staff worked with the Capital Planning Committee to finalize a formal memorandum that identifies priority assets in need of investment.
- **VTrans Better Roads Program & Municipal Roads General Permit** – The CCRPC applied for Category A funds through VTrans’ Better Roads Program to conduct municipal road erosion inventories for Bolton in preparation of the state’s Municipal Roads General Permit (MRGP). CCRPC interns and staff conducted the inventories in the summer of 2016 and prioritized the erosion sites based on established criteria and in close consultation with the town. The CCRPC also assisted the town with a Category B and D Better Roads Grant application. This grant application included conceptual plans and cost estimates for various culverts and roadway ditching along Thatcher and Wentworth Roads.
- **Geographic Information Systems** – GIS staff updated town zoning maps and developed two interactive online map viewers: <http://map.ccrpcvt.org/boltonmapviewer/> and <https://map.ccrpcvt.org/boltonplanviewer/>.

## Bolton Projects in the Transportation Improvement Program (TIP)

The TIP (<http://www.ccrpcvt.org/our-work/our-plans/transportation-improvement-program/>) is a prioritized, multi-year list of transportation projects in Chittenden County. To receive federal transportation funds, each transportation project, program or operation must be authorized through the TIP. Bolton projects included in the TIP are listed below. These projects are also identified in the FY2018 Vermont Agency of Transportation Capital Program for design or construction.

- **I-89 Bridge Rehabilitation** – \$300,000 improvements to culvert 51-3 carrying Notch Rd to take place in FY2020.

- **I-89 Paving, Waterbury-Richmond** – \$4.7 million to pave northbound and southbound lanes, beginning in Richmond and ending in Waterbury. Construction scheduled for FY2019.

## REGIONAL ACTIVITIES

- **Legislative Forum** – Hosted the 2016 Legislative Breakfast in December as a forum for a short, focused conversation with local legislators and municipal representatives on key issues and high interest topics important to area municipalities for the 2017-2018 legislative session, including: housing, water quality, and municipal shared services. (<http://www.ccrpcvt.org/about-us/commission/policies-positions/>)
- **ECOS Plan and Annual Report** – Updates to the energy, transportation and economic development sections of the 2018 ECOS Plan update got started. The [2016 Annual Report](#) is a summary that highlights regional accomplishments, trends, and high priority actions. The ECOS Plan is the combined Regional Plan, Metropolitan Transportation Plan, and Comprehensive Economic Development Strategy for Chittenden County. The ECOS Scorecard is our online platform that hosts the ECOS Partners' shared measurement system that monitors how Chittenden County is doing with regard to achieving our shared ECOS goals. (<https://app.resultsscorecard.com/Scorecard/Embed/8502>)
- **Population, Housing, & Employment Forecasts** – To prepare for the 2018 update of the ECOS Plan, the CCRPC updated the county's population, housing, and employment projections. These projections to 2050 will serve as inputs to the Energy Plan and to the Travel Demand Model, which will be used in updating the Metropolitan Transportation Plan. (<http://www.ccrpcvt.org/our-work/our-plans/ecos-regional-plan/>)
- **Regional Dispatch Implementation Study** – The CCRPC is supporting Burlington, Colchester, Essex, Milton, Shelburne, South Burlington, Williston and Winooski, in developing a plan for a consolidated regional dispatch environment for law enforcement, fire and rescue resources. <http://www.ccrpcvt.org/our-work/emergency-management/regional-dispatch/>
- **Emergency Management** – CCRPC, with Local Emergency Planning Committee 1 (LEPC 1 <http://www.ccrpcvt.org/about-us/committees/local-emergency-planning-committee/>), served as a key conduit between the City and the State in sharing damage assessment information after disasters, helped with emergency preparedness for hazardous materials incidents, hosted workshops on a wide array of emergency preparedness topics, and facilitated Incident Command System training.
- **All-Hazards Mitigation Plan** – CCRPC staff, in consultation with municipal staff, prepared the 2017 Chittenden County Multi-Jurisdictional All-Hazards Mitigation Plan which was formally approved by FEMA in March 2017. CCRPC staff also prepared individual Hazard Mitigation Plans for each municipality as mentioned above. The Hazard Mitigation Plan Committee, with CCRPC staff support, developed comprehensive countywide mitigation strategies. (<http://www.ccrpcvt.org/our-work/emergency-management/hazard-mitigation-plan/>)
- **Transportation Demand Management** – The CCRPC, along with regional and state partners, continued hosting **Go! Chittenden County**, a one-stop-shop for information and advice about our region's transportation resources ([www.gochittendencounty.org](http://www.gochittendencounty.org)). The CCRPC continues promoting the annual **Way to Go! Challenge** ([www.waytogovt.org](http://www.waytogovt.org)) to encourage sustainable

- **Opioid Alliance** – The CCRPC was asked to serve as the backbone for the Chittenden County Opioid Alliance and hired a Program Director and Data Manager. The Opioid Alliance is a unique commitment from state, local government, and non-profit leaders to put forth a comprehensive mutually reinforcing approach to reducing opioid abuse and the ancillary burdens they bring to our community. (<http://www.ecosproject.com/chittenden-county-opioid-alliance>)
- **Building Homes Together** – The CCRPC, Champlain Housing Trust, and Housing Vermont continue to lead a coordinated campaign to strengthen Chittenden County communities by building 3,500 homes by 2021 for people of all incomes, including 700 affordable homes. (<http://www.ecosproject.com/building-homes-together>)
- **Clean Water** – The CCRPC has assisted in development of the Lamoille Tactical Basin Plan, and has begun assisting on the Winooski Tactical Basin Plan; and have participated in numerous committees and conversations to help address new permitting requirements and funding regarding the Vermont Lake Champlain TMDL Plan and implementation grants and programs.

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For further information about the CCRPC please visit <http://www.ccrpcvt.org/> or contact CCRPC Executive Director, Charlie Baker, [cbaker@ccrpcvt.org](mailto:cbaker@ccrpcvt.org), 802-846-4490 ext \*23.

# CSWD CHITTENDEN Solid Waste District

## Who we are

We are a municipality governed by a Board of Commissioners appointed by the 18 towns and cities of Chittenden County.

**Our mission** is to reduce and manage the solid waste generated by our members.

**Our vision** is for our community to fully participate in minimizing disposal and maximizing reuse and recycling.

## Who we serve

CHITTENDEN COUNTY, VT



That's **26%** of the state population.

## How we're funded



<sup>1</sup>Tip fees are collected from recycling & compostables. <sup>2</sup>The Solid Waste Management Fee is assessed on each ton of trash generated in Chittenden County.

## What we do



# CSWD PROGRAMS

## How we can help

### RESIDENTS & COMMUNITIES

- Bins & brochures
- Stickers & posters
- Facility tours
- Workshops
- Community events
- Grants & funding

**Contact**  
community@cswd.net  
(802) 872-8100 x234

### SCHOOLS

- Technical assistance
- Presentations
- Classroom tools
- Facility tours
- Stickers & posters
- Grants & funding

**Contact**  
schools@cswd.net  
(802) 872-8100 x211

### BUSINESSES

- Technical assistance
- Recycling support
- Food scrap tools
- Stickers & posters
- Facility tours
- Grants & funding

**Contact**  
biz@cswd.net  
(802) 872-8100 x208

### EVENTS

- Technical assistance
- Loaner bins
- Sort station signage
- Vendor support
- Waste Warrior volunteers
- Grants & funding

**Contact**  
events@cswd.net  
(802) 872-8100 x239

## Facilities



### DROP-OFF CENTERS

Convenient, one-stop facilities for household quantities of recycling, food scraps, trash, and more—at a competitive price. *Owned & operated by CSWD.*

**Locations:**  
Burlington, Williston, South Burlington, Essex, Milton, Richmond, and Hinesburg



### ENVIRONMENTAL DEPOT

Safe drop-off for almost all types of household hazardous waste. No charge for Chittenden County households. *Owned & operated by CSWD.*

**Location:**  
1011 Airport Pkwy  
South Burlington, VT 05403



### GREEN MOUNTAIN COMPOST

We turn community food scraps, leaves & yard debris into high quality compost products to improve soil in lawns and gardens. *Owned & operated by CSWD.*

**Location:**  
1042 Redmond Rd  
Williston, VT 05495



### MATERIALS RECOVERY FACILITY (MRF)

Blue bin recyclables are sorted and prepared for sale to processors. Accepts large loads of recycling. *Owned by CSWD; operated by Casella.*

**Location:**  
357 Avenue C  
Williston, VT 05495

## Other programs

### BIOSOLIDS

We oversee management of biosolids to ensure state and federal requirements are met.

### COMPLIANCE

We provide licenses and enforce local & state solid waste laws.

### SPECIAL PROJECTS

We investigate and develop recovery options for materials currently being sent to the landfill.



## CUSI

### *Chittenden Unit for Special Investigations*

50 Cherry Street, Suite 102

Burlington, VT 05401

Phone: (802) 652-6800

Fax: (802) 652-4167

November 22, 2017

Amy Grover and Bolton Select Board  
Town of Bolton  
3045 Theodore Roosevelt Highway  
Waterbury, VT 05676

Dear Amy and Bolton Select Board,

**The Chittenden Unit for Special Investigations (CUSI)** is responsible for the investigation of sexual abuse, severe physical abuse and child fatalities in Chittenden County. If you have seen the news these past months you will understand that the battle is becoming more multifaceted including the opiate scourge and mental health issues though the resources remain stretched. In order to sustain the success of our investigative work and support to victims and families, CUSI relies on two types of contributions from towns/municipalities in Chittenden County as detailed below:

- *Financial contributions:* CUSI's projected operating budget for FY18 is \$99,620 which is fully funded via non-officer/personnel contributing towns/municipalities. The amount of financial support required per town/municipality is based upon overall population of Chittenden County.
- *In-kind/personnel contributions:* CUSI receives close to \$1,205,000 annually including personnel, benefits, vehicles, overtime, etc. which is funded via officer contributing towns/municipalities. These officer contributing towns/municipalities include: *Burlington, Essex, Colchester, South Burlington, Winooski, the University of Vermont, and the Vermont State Police.* In addition, other agencies contributing in-kind personnel include the Department of Children and Families and the Chittenden County States Attorney's office.

Currently our funding formula is based on population, although we are pleased to say that a Legislative Funding Study Committee has been formed to explore different funding options for SIU's around state. In the interim, the reality is that the financial difference is absorbed by contributing towns. It is critical that non-officer contributing towns provide the required financial contribution to sustain the important work we do daily. The investigations are becoming more challenging and the aftermath has proven to be devastating in severe child abuse cases, hence...the funding is even more critical! When CUSI does not receive full payment from the non-officer contributing towns in the county; there is a direct impact on the work we do.

*The assessment for the Town of Bolton is: **\$2,169.00 for fiscal year 2019.***

As always we are very grateful for your investment and we thank you very much.

Sincerely,

Veronica Rathgeb  
Executive Director  
CUSI/Chittenden Children's Advocacy Center



Established 1982

- ADULT SERVICES
- FAMILY SERVICES
- CANAL STREET VETERANS HOUSING
- THE DAYSTATION
- FIREHOUSE FAMILY SHELTER
- HOUSING RESOURCE CENTER
- MAIN STREET FAMILY SHELTER
- ST. JOHN'S HALL
- THE SMITH HOUSE
- THE WAYSTATION
- THE WILSON

PO Box 1616  
Burlington, Vermont 05402

Tel: 802 864-7402  
Fax: 802 864-2612

[www.cotsonline.org](http://www.cotsonline.org)



November 7, 2017

Amy Grover, Town Clerk  
Town of Bolton  
3045 Theodore Roosevelt Hwy  
Bolton, VT 05676

Dear Ms. Grover:

The Committee on Temporary Shelter (COTS) would like to submit a request for **\$250** from the Town of Bolton for fiscal year 2018-2019.

People often believe economic growth and increased wages are the answers to preventing homelessness. But the key variable is frequently how much of monthly income is consumed by housing costs (Housing cost as percent of income correlates more closely to homelessness than poverty in many instances.). Although incomes in Vermont rose by 5.6 percent last year, so did the cost of housing.

The lack of affordable housing continues to be one of the most significant factors contributing to housing instability in Vermont. Chittenden County has a severe shortage of affordable housing, making it one of the most difficult places in the nation for low -to moderate-income families to find homes they can afford.

According to the Analysis of Impediments to Fair Housing Choice State of Vermont 2017 Update approximately 35,000 renters and 60,000 homeowners are cost burdened by housing, meaning that they allocate more than the recommended 30 percent of their income towards housing costs. The 2017 Fair Market Rent for a two-bedroom unit in our area is \$1,395 a month, which requires a renter to earn at least \$53,163 annually (\$25.56/hourly) to not be considered "cost burdened".

Because of the high cost of housing many low-income working households in Chittenden County live close to the edge, paycheck to paycheck. They often have limited savings, or no savings at all making them extremely vulnerable to experiencing a devastating fall into homelessness. In many cases, all it takes to keep a household at-risk of losing their home is a few months of rent to provide time for a breadwinner to find new employment, or a few hundred dollars for a car repair so that the person can get to work. To put this in perspective, once a family becomes homeless and comes to one of our emergency family shelters, it can cost as much as \$10,000 in operating costs and case management to shelter a family for up to six months.

## THE BOLTON, RICHMOND AND HUNTINGTON COMMUNITY SENIOR CENTER

The Community Senior Center is a 501(c)(3) non-profit whose mission is to provide opportunities for seniors to connect with others, learn new things, pursue creative interests, be healthy and fit, and discover meaningful ways to contribute to the community.

We are filled with appreciation and gratitude for the amazing support we have received in 2017 from members and the communities of Richmond, Bolton and Huntington! This year has seen continuing growth in the number and variety of activities as well as an increase in participants. Plus, some activities are now being offered in all three towns. There were 42 programs and activities in 2017, up from 28 in 2016 with approximately 650 participants, up from 400 in 2016.

Our monthly enrichment programs included Women of the Long Trail; Identity Theft and Consumer Fraud; Vermont Weather; Hand Painted Vermont Wildflowers; a field trip to Diane Schullenberger's art studio; a fundraiser featuring the Green Mountain Chorus; a field trip to Huntington River Vineyard; an evening of memoirs with Winifred Doane and community memoir writers; a seminar on Effects of Climate Change on Animals of the North; a sing along; a mushrooming experience at Black Barn Farm in Bolton, and Historic Photos of Richmond.

Activities with four or more sessions, most of which will continue into 2018, included Bone Builders, Nordic walking, hiking, croquet, knitting, golf, rug hooking, Pickleball, yoga, memoir writing, mah-jong, genealogy, German and French conversation, cross - country skiing, bowling, tai chi, cross stitch, controlling Windows 10, contra dancing, swimming, discussion groups on the current state of the world and transitioning to retirement, bridge for experienced players, card games, and reading plays aloud.

We've also been collaborating with other groups. We have joined the Bolton Community Network (BNC) to further the wellbeing of seniors. The Town's website now includes CSC activities, and highlights those held in Bolton. We worked with the Bolton Community Network to promote an Archaeology Month talk at Smilie School. Community Senior Center board member Doris Wheelock coordinates the monthly Bolton senior dinner that's included in the activities schedule.

We also worked with the Birds of Vermont Museum to offer a workshop on identifying warblers, followed by a series of weekly spring bird walks. Our members volunteered with Richmond's Friday Food Affair to prepare a number of community dinners. The CSC also hosted the annual piano recital by the Elaine Greenfield Associates, and teamed up with Dr, Hannah Rabin of Richmond Family Medicine for an Advanced Directive Workshop. In cooperation with Our Lady of the Holy Rosary Church we held a spring luncheon, and with the Richmond Congregational Church, a harvest luncheon. Both were free and open to all seniors. Approximately sixty people attended each. And our thanks to West Bolton Golf Club and Bolton Valley for working with us to provide recreational activities at reduced rates for seniors.

This year we've formed committees of community members in each town to discuss how we can best support the needs of the elderly. One of several steps that have been taken is an effort to launch an informal clearinghouse through which elders needing help with winter chores can connect with volunteers.

Thank you to all the people who volunteered their time and expertise to teach and lead all of our activities. Thank you to the community organizations which have generously allowed the Community Senior Center to use their spaces.

Although we have no physical center, we are highly active and involved. When someone asks where the Community Senior Center is, the answer is, it is everywhere! Thank you to all of you for your participation and support.

You can learn more about the Community Senior Center at [CSCVT.org](http://CSCVT.org) or on our Facebook page at Richmond, Huntington and Bolton Community Senior Center.

If you have any questions, suggestions for activities, or you'd like to be on our mailing list, you can contact us at [rcsc@gmavt.net](mailto:rcsc@gmavt.net).

Community Senior Center Board members are as follows: Anne O'Brien, Richmond, Chair, Elizabeth Emerson, Richmond, Vice Chair, Deborah Worthley, Huntington, Secretary, Velma Plouffe, Richmond, Treasurer, Catherine Coggio, Richmond, Mary O'Neil, Richmond, Martha Nye, Richmond, Jane Vossler, Richmond, Doris Wheelock, Bolton.



*Pickle Ball has become very popular with Community Senior Center members for exercise and competitive fun. The Center provides the equipment, and appreciates the use of each towns' facilities for playing time.*

## LEGISLATIVE REPORT

Frist, we'd like to thank you for the continued opportunity and privilege of serving you in the State House. We often hear from citizens in our district, and it is extremely helpful in understanding what is of interest or concern to you. Thank you for reaching out.

### 2017 – Year in Review

The end of the 2017 Session was marked by rancor relating to the veto of the budget and the late attempt to change the way we keep our commitments to our teachers with respect to health insurance. However, we cannot forget the good work that was done — we passed a \$35 million housing bond that will result in over \$100 million in new affordable housing for Vermonters with income below 120% of the area median, and will help fund housing for those Vermonters who may find themselves homeless. The House passed a bill relating to Paid Family Leave, which would allow Vermonters to invest in an insurance program that would offer some relief when they needed to take time off from work to take care of their family. We passed a budget that was balanced and made investments in Vermont families through support of the Child Care Financial Assistance Program, addressing issues of the mental health system and its workforce, continuing to provide choices for older Vermonters and citizens with disabilities in terms of where they receive support and care, improving the quality of our waterways and making investments to higher education supporting our state colleges.

### What's in Store for 2018?

Our work this year is being done in the shadow of the changes in Washington, DC. The federal tax law that passed at the end of 2017 is resulting in careful examination of the impact on Vermont tax law and revenue projections. Additionally, Congress has not passed a federal budget, adding further to the lack of clarity for what changes might mean for Vermonters. For instance, the potential elimination of the federal Children's Health Insurance Program, known in Vermont as Dr. Dynasaur, could affect thousands of Vermont's children. Another area of potential loss of federal funding is for Federally Qualified Health Centers (FQHC's), where thousands of low income Vermonters receive their health care. If these areas are not addressed in the federal budget, we will be faced with eliminating or severely reducing access to needed health care or to find millions of dollars to replace the federal funding. If we have to replace lost federal funding, this will have a negative impact on investments that need to be made for areas like clean water, continued improvement of access to affordable housing and child care, improvements in mental health services, etc.

In the first week of the session, the House passed H.511 which allows Vermont adults aged 21 and above to possess an ounce of marijuana and to grow a small amount at home. This has now passed the Senate and is on the Governor's desk for signature. Simultaneously, the Governor's Commission is studying how Vermont might implement a "tax and regulate" system. Whether this materializes this session is uncertain.

Our goal is to continue to work to make Vermont a place where all citizens thrive – we will continue to work on issues the support that goal – paid family leave, increasing wages, clean environment, health care, and a strong economy.

Thank you for your continued conversation over the past year. Please feel free to contact us at anytime.

Respectfully submitted,

Representative Tom Stevens  
tom@stevensvermont.com

Representative Theresa Wood  
twood@leg.state.vt.us

Our Community Cares Camp Annual Report

Our Community Cares Camp (OCCC) is a four-week summer food service program serving all the Chittenden East towns, with meal distribution sites in Huntington, Richmond, and Jericho. OCCC serves children who would normally receive free or reduced lunches during the school year. OCCC also serves food to students in CESU’s summer academic program, and makes food available to families participating in the Jericho Summer Recreation Program (for a small fee). In 2017, OCCC served 6,800 meals to 392 children.

OCCC Summer Food Program – Children Served by Town

Richmond	Bolton	Huntington	Jericho	Underhill	Total
154	50	62	94	32	392

OCCC also runs a free, four-week enrichment day camp for children who would not otherwise be likely to attend summer camp. OCCC provides a caring, nurturing community and wonderful activities such as music (singing and instruments with Buddy Dubay), art with art educator Suzie Blain and also the Radiate Art Space; indoor and outdoor games and sports, and cooking. OCCC has two camps; one for k-6 and another for upper middle school students. OCCC is located at Camels Hump Middle School.

OCCC Camp Participation by Town

Town	Richmond	Bolton	Huntington	Jericho	Underhill	Other	Total
Campers	52	35	33	0	1	0	121
Interns	17	1	3	2	1	0	24
Staff	20	2	6	7	2	4	41
Total	89	38	42	9	4	4	186

OCCC has an internship program for teens aged 14+. Teens get their first taste of employment and develop leadership skills as a junior counselor or culinary interns. Many campers “graduate” to become interns and some have progressed to being counselors. Many of our former counselors have gone on to careers in psychology, education, nursing, medicine, social work and economics.

The food program and camp are made possible by the generous donations of residents, local business, private foundation grants, and a grant from the USDA Summer Food Service Program. Donations may be made online at [www.ourcommunitycarescamp.org](http://www.ourcommunitycarescamp.org) or by mailing a check to P.O. Box 503, Richmond, VT. 05477. Our annual budget is \$125,000. OCCC happens because our communities care about our children and are giving them a chance to be successful. Thank you for your support. Marie Thomas, Executive Director. OCCC Board of Directors: Mark Carbone, Mike Dooling, Linda Parent, Connie van Eeghen, Karen Clark, Mary O’Neil, Alicia DiCocco.

## RICHMOND RESCUE ANNUAL TOWN REPORT

2017 was another busy year at Richmond Rescue. More than 45 volunteer and staff members have worked hard to improve the service and deliver the best prehospital emergency care available. We met a number of important goals this year, including:

Adding a second paramedic to our three-person full-time staff, ensuring we can provide paramedic level coverage at a minimum 60 hours per week.

Richmond Rescue was one of the first ambulance services in Vermont to begin using nitrous oxide for pain management. Nitrous oxide is a non-narcotic alternative to traditional opioid pain relief drugs and expands the scope of pain control available to patients.

We were one of four services to pilot High-Performance CPR (HP CPR), a nationally recognized algorithm that is shown to improve outcomes of out of hospital cardiac arrest. Throughout our service area we have seen great success with HP CPR and are helping services throughout the county to train and implement programs similar to ours.

Our mission is driven by our patients. Every year we push hard to improve the medical interventions, equipment, and response system available in our service area. At present we serve the towns of Richmond, Bolton, Huntington, and southern Jericho. Our volunteers and staff responds to a variety of requests for help, including:

Total requests for service:	603
Calls for service in Bolton:	59
Requests to Interstate 89:	73 (27 in Bolton)
Average ambulance response time in Bolton:	16 minutes
Number of active volunteers:	37
Total volunteer hours:	23,251

In addition to ambulance service we also provide rescues for those sick, injured or lost outside the reach of traditional ambulance resources. This year our backcountry team, known as the Camel's Hump Backcountry Rescue Team (CHBRT) completed 14 requests for service, providing assistance to people on Camels Hump, Mt. Mansfield, Bolton Valley, Mt. Hunger, and beyond. The thirty member, all volunteer team, collaborates with other local teams to train monthly and provide rapid and professional response to emergencies in any environment. Nearly all funding for the team has been secured through donations and state grant programs.

We continue to offer free car seat fittings, E911 driveway signs (\$10), and CPR/First Aid classes. Please contact our station any time, at 434-2394 or email [director@richmondrescue.org](mailto:director@richmondrescue.org) to arrange for these services.

I thank you for the opportunity to continue serving our communities and look forward to the year ahead.

Sincerely,

Taylor F.J. Yeates, President



September 26, 2017

Amy Grover  
 Town of Bolton  
 3045 Theodore Roosevelt Highway  
 Bolton, VT 05676

Dear Ms. Grover and members of the Selectboard of Bolton,

Thank you very much for remembering Steps to End Domestic Violence (formerly Women Helping Battered Women) in your budget planning process. Your support has enabled us to serve residents of the town of Bolton with lifesaving emergency services for over 42 years. With your help, we provided needed services to a total of 3,943 individuals this past fiscal year, 1,643 adults and 2,300 children.

Due to the deeply personal nature of domestic violence, many of those we serve, particularly through our 24/7 hotline, wish to remain anonymous. We have confirmed that we provided services and support to one adult and one child from Bolton this past fiscal year. However, based on the population distribution, we estimate that one additional adult and eight children were also served from the town of Bolton.

We continue to develop our strong presence and relationship with the Bolton community. This past fiscal year, our Education & Prevention Coordinator spent a great amount of time in the Mount Mansfield Union High School providing education and prevention materials to Bolton's young adults. The Educator provided workshops on the topics of Healthy Relationships & Sexuality, Teen Dating Violence, Sexual Violence, and Bystander Intervention to eight Mount Mansfield Union High School health classes, reaching a total of 191 students.

We are honored to have the opportunity to submit this request for financial support in the amount of \$275 on behalf of survivors of domestic abuse from the town of Bolton. Along with enabling us to serve the town of Bolton, your financial support will help us fulfill our mission: to assist in the transition to a safe, independent life for all those who have been affected physically, sexually, emotionally, or economically by domestic abuse; and to promote a culture that fosters justice, equity and safety.

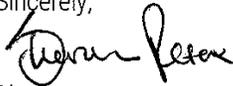
To advance our mission, we provide a full spectrum of services, which include:

- Emotional support, information and referrals, crisis intervention, safety planning and options counseling can be accessed through the **24/7 Hotline**.
- Safe and confidential emergency **Shelter** and **Safehome** programs for survivors who are homeless due to domestic abuse.
- Supportive and affordable **Transitional Housing** where survivors can live with their children for up to two years.
- **Legal Advocacy** including court accompaniment and systems navigation around Relief from Abuse Orders, child custody, immigration, and divorce.
- Weekly **Legal Clinic** co-facilitated by legal advocates and local attorneys.

- Playgroups, one-on-one mentoring, parenting support, advocacy, and crisis intervention is provided for **Children and Youth**.
- A weekly confidential **Support Group** enables survivors to share their story and receive support and information from others in a safe space.
- **Economic Justice Advocacy** is provided to help secure long-term housing, regain financial independence, and explore education and employment opportunities.
- The **Safe at Work Network** engages the business community in a proactive approach to addressing domestic abuse in the workplace.
- **Education and Outreach** is provided to raise awareness, disprove myths, and provide accurate information about domestic abuse to our community.

Once again we would like to thank you and to acknowledge that we could not have done this work without your support. Please do let us know about your ideas for improving services and outreach to the residents of Bolton. Feel free to contact me at 658-3131 ext. 1065, or via email at [sharonr@stepsVT.org](mailto:sharonr@stepsVT.org).

Sincerely,



Sharon Rotax  
Grant Manager & Data Analyst



**State of Vermont**  
**Department of Health**  
 Burlington District Office  
 108 Cherry Street, STE 102  
 Burlington, VT. 05402  
[HealthVermont.gov](http://HealthVermont.gov)

[phone] 802-863-7323  
 [fax] 802- 863-7571  
 [toll free] 888-253-8803

*Agency of Human Services*

## Vermont Department of Health Report for Bolton

**Your local health district office** is in Burlington District Office at the address and phone number above. Come visit or give us a call! At the Vermont Department of Health, we are working every day for your health. With twelve district offices around the state, and state office and laboratory in Chittenden County, we deliver a wide range of public health services and support to your community. For example, in 2017 the Health Department:

**Supported healthy communities:** The Health Department's 3-4-50 initiative aims to engage multiple sectors - business, education, municipalities - in implementing policies and strategies that will reduce the three (3) behaviors of tobacco use, physical inactivity and poor diet that lead to four (4) chronic diseases of cancer, heart disease and stroke, diabetes and lung disease that result in more than 50% of deaths in Chittenden County. The local office is working to get these sector partners to sign-on to 3-4-50 and make a commitment to take action that will help to reduce chronic disease in our state.

**Provided WIC nutrition services and healthy foods to families:** We served 2,554 pregnant women, infants and children to age five in Chittenden County with WIC (Special Supplemental Nutrition Program for Women, Infants and Children). WIC provides individualized nutrition counseling and breastfeeding support. We partner with grocery stores across the state to enable participants to use a debit-like card to access nutritious foods. The average value of foods provided is \$50 per person per month.

**Worked to prevent and control the spread of disease:** In 2017, \$15,014,203 of vaccine for vaccine-preventable diseases was distributed to healthcare providers statewide.

**Aided communities in addressing substance abuse and misuse:** Regional Prevention Partnership (RPP) grants work statewide to increase state and community capacity to prevent underage and binge drinking, and reduce prescription drug misuse and marijuana use. Our staff have been working in partnership with this grant and sub-grantees on policy and community level strategies. The Chittenden County Regional Planning Commission has been the fiscal agent for \$160,000 in funds and the back-bone staff supporting this effort locally.

**Emergency Preparedness:** For 2016/17, \$10,000 will fund training for Chittenden County Medical Reserve Corps (MRC) volunteers. The Chittenden County MRC is a group of health care and public health volunteers who are trained to provide support to the hospital, the Health Department, and communities. If you are interested in becoming an MRC volunteer, you can register at <http://www.oncallforvt.org/>



For more information, news, alerts and resources: Visit us on the web at [www.healthvermont.gov](http://www.healthvermont.gov).

Join us on <https://www.facebook.com/VTDeptHealthChittendenCo/> and follow us on [www.twitter.com/healthvermont](http://www.twitter.com/healthvermont).

## VERMONT LEAGUE OF CITIES AND TOWNS

The Vermont League of Cities and Towns (VLCT) is a nonprofit, nonpartisan organization, owned by its member municipalities and directed by a 13-member Board of Directors elected by the membership and comprising municipal officials from across the state.

VLCT's mission is to serve and strengthen Vermont local government. All 246 Vermont cities and towns are members of VLCT, along with 138 other municipal entities, including villages, solid waste districts, regional planning commissions, and fire districts.

Local governments in Vermont provide essential services to residents and visitors alike. From maintaining roads to providing safety services, recreational programs, water and sewer infrastructure, street lighting, and libraries, the work carried out by appointed and elected officials and community volunteers is both critical and challenging. The demands on local government are complex and require resources that are not always available in every city, town or village in the state.

VLCT is the only statewide organization devoted solely to delivering a wide range of services to local officials who serve municipalities of varying populations and geographic regions but face similar requirements with disparate resources. The organization provides legal, consulting, and education services to its members, offering important advice and responses to direct inquiries, as well as training programs on specific topics of concern to officials as they carry out the duties required by statute or directed by town meeting voters. VLCT represents cities and towns before the state legislature and state agencies, ensuring that municipal voices are heard collectively and loudly, and also advocates at the federal level, primarily through its partner, the National League of Cities.

VLCT offers opportunities to purchase risk management products and services that directly meet the specific and specialized needs of local government through the VLCT Employee Resource and Benefit (VERB) Trust and the VLCT Property and Casualty Intermunicipal Fund (PACIF).

During the 2017 calendar year, in addition to providing responses to more than 3,700 telephone inquiries, holding 16 training sessions, and following approximately 300 separate pieces of legislation, 13 summer study committees, and developing VLCT's legislative platform with five municipal policy committees, VLCT celebrated its 50th anniversary. Throughout the year, VLCT recognized local officials and employees who have served a number of communities for 50 years, and highlighted some of the many successes of the organization and local government during the last 50 years. It was also an important year to look ahead, to consider new ideas, and to think about new programs and ways of delivering services to members that will address their changing needs in the coming years. VLCT launched a new website in June 2017 that, despite a few initial glitches, has functioned well and serves as a better connection point for members, thanks to consistent updates, new information, and easier navigation tools. VLCT has also moved the majority of its mission-critical IT systems to the "cloud" in an effort to provide more security for member information, greater protection against hacking attempts, and greater redundancy of access that will help the organization remain operational following a disaster scenario. The move to the cloud also reduces the need to acquire, maintain, and replace costly capital equipment.

At the heart of all these activities is VLCT's commitment to serving as a good steward of member assets, and we are proud of the continued progress being made in that effort. Members are welcome to visit the VLCT office anytime to review the operations of the organization, to ask questions, and to access resources that can help each individual official and employee carry out the important work of local government.

To learn more about the Vermont League of Cities and Towns, including its audited financial statements, visit the VLCT website at [www.vlct.org](http://www.vlct.org).



**VISITING NURSE ASSOCIATION**  
OF CHITTENDEN AND GRAND ISLE COUNTIES

September 11, 2017

Jen Dudley-Gaillard, Select Board Chair  
Town of Bolton  
3045 Theodore Roosevelt HWY  
Bolton, Vermont 05676

Dear Ms. Dudley-Gaillard,

The Visiting Nurse Association of Chittenden and Grand Isle Counties (VNA) helps people live their fullest lives by providing innovative, high-value, compassionate care wherever they call home. Each year, with the support of our community, the VNA provides essential health care services to your residents regardless of their ability to pay. Together, we make a difference in the lives of Vermonters.

With your support, the VNA cared for **5,897** individuals and families, and provided **\$1.57 million** in charitable care last year (the gap between what we are paid and the actual cost of providing services). Annual contributions from the 22 cities and towns we serve help to cover a portion of the debt the VNA incurs. Meanwhile, we continually take a multi-faceted approach to keep our costs as low as possible while still improving quality of care.

Attached you will find a report on VNA services provided in Bolton during fiscal year 2017 (July 1, 2016 – June 30, 2017) and our request for funding in fiscal year 2019; also enclosed is a description of VNA services available to your residents. **We are requesting \$750 which represents level funding with your last contribution.**

The VNA 2016 Report to Our Community (which includes an overview of VNA programs on pages 2-3) is available on our website at <https://www.vnacares.org/news-publications/>. Feel free to use any of this information in your Town's Annual Report.

**We would be pleased to meet with your Select Board to Budget Committee to discuss our services and request. Please call Ayesah Raftery, Director of Development, at (802) 860-4475 to arrange.**

The VNA is committed to providing high-quality, cost-effective and beneficial services to the residents of Bolton. **Thank you for your continued partnership.**

Sincerely,

Judy Peterson, RN  
President and CEO

*Chair*  
Barbara A. Martin, EdD  
*Vice Chair*  
Lynne B. Hutchins, MA  
*Treasurer*  
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Janet Stockpole  
Patricia Thomas  
Melissa Wing, MD



1110 Prim Road, Colchester, VT 05445

802 658-1900

[www.vnacares.org](http://www.vnacares.org)

## Town of Bolton VNA Request for Funding 2019

### Care Report for FY17

The VNA cared for 8 people in Bolton during our past fiscal year (July 2016-June 2017) with the following services:

VNA Service	VISITS
Nursing	22
Physical Therapy	19
Speech Therapy	0
Occupational Therapy	0
Social Work, Social Service	7
Licensed Nursing Assistant	
Homemaker	
Waiver Attendant	
Personal Care Attendant	
<b>Total</b>	<b>48 visits</b>

COST OF PROVIDING CARE	AMOUNT
<b>Total cost of VNA services</b>	<b>\$8,720</b>
<b>Amount reimbursed by Medicare, Medicaid, private insurance, contracts and patient fees</b>	<b>\$8,246</b>
<b>Remaining Balance</b>	<b>\$474</b>

The VNA request annual contributions from each town and city in our two-county service area. Your contribution is critical to supporting the **\$1.57 million** in charitable care that we provided this year.

Last year, the VNA cared for **5,897** people of all ages, regardless of their ability to pay. Your contribution helps ensure Bolton residents can access innovative, high-value, compassionate care wherever they call home to keep them healthy, independent and active members of your community.

The town of Bolton pledged \$750 for FY18. Thank you.

### FY19 Request

**For fiscal year 2019, the VNA is requesting a contribution of \$750.**



**Visiting Nurse Association**  
of Chittenden and Grand Isle Counties



## VISITING NURSE ASSOCIATION OF CHITTENDEN AND GRAND ISLE COUNTIES

### VNA Services in your Community

The Visiting Nurse Association of Chittenden and Grand Isle Counties (VNA) is a 111-year-old nonprofit home health agency caring for whole families with services that span a lifetime – from critically ill children to vulnerable young families to adults who need rehabilitation, long-term care, adult day services or end-of-life care.

In the past, many towns hired Town Nurses, who were responsible for providing care to residents. With support from the towns we serve, the VNA took on that role. The VNA cares for children, adults, seniors, and families, helping keep people where they most want to be – at home. The VNA provides medically necessary home and community-based care to individuals and families *regardless of their ability to pay*.

We help people live their fullest lives by providing innovative, high-value, compassionate care wherever they call home. In just the past year, **the VNA provided \$1.57 million in charitable care to our neighbors in need**; charitable care is health care provided for free or at reduced prices.

#### The VNA offers the following programs and services:

- Family and Children's Services, helping families learn to thrive through pregnancy and early childhood years.
- In-home nursing, physical, occupational, and speech therapy to help people regain independence after illness
- Private Care Services, offering support for everyday tasks to make living at home safe and comfortable
- Long-term in-home care, helping people live their best lives in the setting they prefer
- Adult Day Programs, helping older adults keep connected in a safe, stimulating, home-like environment
- Palliative care, Hospice and McClure Miller VNA Respite House, caring for people with serious illness and their families



*Photos by Daria Bishop*

Contact the VNA: 802.658.1900 [www.vnacares.org](http://www.vnacares.org) [info@vnacares.org](mailto:info@vnacares.org)



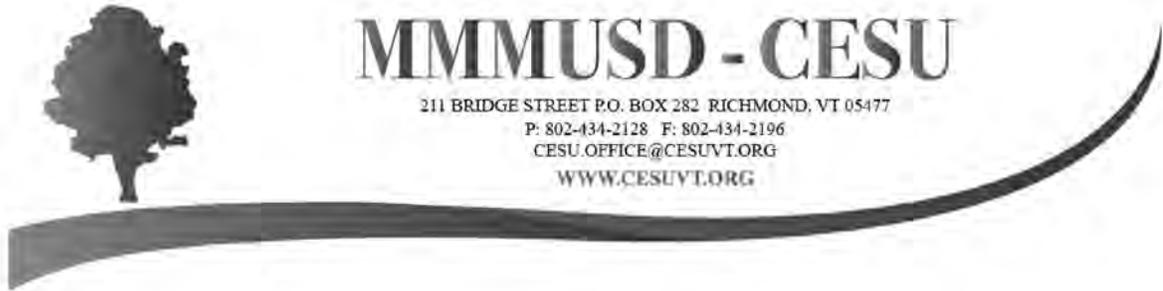
## SCHOOL SECTION

### Mount Mansfield Modified Union School District Representative's Report Mount Mansfield Modified Union School District Annual Report

#### School Warning



*Smilie Memorial School 2017*



January 12, 2018

### Mount Mansfield Modified Union School District Annual Report

The Mount Mansfield Modified Union School District (MMMUSD) Annual Report will be available February 12, 2018. The report will include a proposed 2018-19 school district budget, tax rate information, Chittenden East Supervisory Union expenses and a review of accomplishments and assessment results for Mount Mansfield Modified Union's eight schools:

- *Smilie Memorial School (PK-4)*
- *Jericho Elementary School (K-4)*
- *Richmond Elementary School (PK-4)*
- *Underhill ID Elementary School (PK-4)*
- *Underhill Central School (K-4)*
- *Browns River Middle School (5-8)*
- *Camels Hump Middle School (5-8)*
- *Mt. Mansfield Union High School (9-12)*

The MMMUSD/CESU Annual Report can be found at your local town office, public school, Chittenden East Central Office or online at [www.cesuvt.org](http://www.cesuvt.org). Upon request, a printed copy will be mailed to you by calling 434-2128.

If you have questions, please contact the MMMUSD/CESU Central Office at 434-2128 or by email at [cesu.office@cesuvt.org](mailto:cesu.office@cesuvt.org).

#### *FY16 School District Audits*

*To view the following audits go to: <http://go.cesuvt.org/auditsfy17>*

*6/30/17 Chittenden East SU Audit Report & Financial Statements*

*6/30/17 Mt. Mansfield Modified Union SD Audit Report & Financial Statements*

*John R. Alberghini, Superintendent of Schools  
Smilie Memorial School, Jericho Elementary School, Richmond Elementary School, Underhill ID Elementary School, Underhill Central School  
Browns River Middle School, Camels Hump Middle School, Mt. Mansfield Union High School*

## Smilie Memorial School



**Barbara Tomasi-Gay,  
Principal**



It's hard to believe that this is my fifth year as Principal of Smilie Memorial School! I am grateful that I am able to come to work each day and do what I love. The students are an inspiration each day.

We have added some wonderful professionals to our faculty this year.

- Ryan McFarling joined us as a special educator after Janet Gill's retirement. He is an avid bicyclist and also has a love of skiing. Ryan will be volunteering his time to assist with our after school ski program at Bolton Valley in February.
- Our new art teacher, Greg Pajala, is an accomplished 3D artist. In addition to teaching our regular art classes, Greg also provides monthly art enrichment classes to our students who have been enjoying creating "Recycled Art," "Clay Monsters" and "Cartoons." Greg now divides his time among students at Mt. Mansfield Union High School, Underhill Central School and Smilie Memorial School.
- Sue Detweiler is now sharing her musical talents with us here at Smilie Memorial School. Sue is a talented vocalist and will be starting a choral group for grades 3 and 4 in January. She also teaches at Richmond Elementary and Underhill ID Elementary schools.
- We also welcomed Kate Robbins as our new school psychologist.



Smilie Memorial continues to work on our Cultures of Caring, Competence and Excellence. Staff and students work together to create a nurturing

community of learners. Students have learned how to deal with conflicts that arise with other students. To increase our students' sense of responsibility, classroom duties have been assigned and students have also taken a bigger role in the entire school.



Recently we have created a "Smilie Family Time" where all students are paired up for a fun activity. In December, these pairs spent 30 minutes reading with one another. We will continue this over the next few months with students voting on the "Family Time" activity such as building, drawing, gardening and math games. We continue to embark on project-based learning initiatives. Student choice for these projects is critical to its success. When students choose an area of interest to study, the resulting products are much richer.



Grades: PreK-4  
 Total Faculty: 14  
 K-4 Classroom Teacher FTE: 4.0  
 # ESP Staff: 9  
 # Students PreK-4: 89  
 # PreK Partnerships: 4  
 K-4 Classroom Teacher Ratio: 18.0  
 Student Assessment Results Link:  
<http://qo.cesvt.org/smsassessments>

### SMS K-4 Enrollment Trend



**Camels Hump Middle School**



**Mark Carbone,  
Principal**



**Wilhelmina Picard,  
Assistant Principal**

During 2016-2017, Camels Hump Middle School literacy teachers continued their work implementing and refining the instructional pedagogy associated with Writer's Workshop and began implementing the Units of Study for Teaching Reading across all grade levels. CHMS math teachers worked with the district's math professional developer furthering their instructional practices and aligning middle grade math expectations to meet with the new high school math scope and sequence. CHMS science teachers continued developing inquiry based learning experiences and partnering with a wide range of community groups. Our 8th grade teachers established two new working relationships. One



with the Willis Land Trust mapping and cataloging the land next to CHMS and another with Trout in the Classroom culminating in

the release of almost a 100 "school" raised rainbow trout in the Huntington River.

We continue to use the delayed opening mornings for professional development that will improve student outcomes through instructional practice and assessment. Our mathematics teachers are concentrating on proportional reasoning strategies, differentiated instruction and the use of formative assessment to develop flexible instructional groups. Literacy teachers have been focusing on conferencing and mini-lesson development while science teachers are focused on aligning curriculum with the Next Generation Science Standards. As a school community, CHMS administration and staff have worked with Border Crossers, OutRight VT, and Try Balance Performance on our equity, diversity and strength building initiatives.

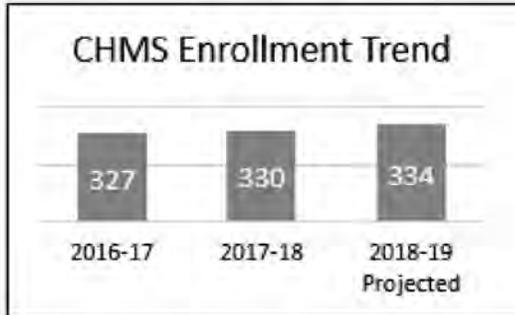
We kicked off the academic 2017 school year with a Kindness Matters initiative with students focusing on how our actions and words really do matter and how, as a community, we can assure that we are supporting our mission of "EVERYONE SUCCEEDS HERE." During our annual food drive, CHMS students collected over 1300 items to support our "break boxes" and weekly food backpack program.



Student interest and participation continues to grow across all of our co-curricular activities and we continue to add new offerings. In the past year, we introduced a new cooking club, volleyball club and redesigned our engineering club. Our other after-school program options continue to be popular with students. Our interscholastic sports program is also growing with students participating on seven sports teams. Over sixty percent of our student population participates in our music program (chorus and/or band).



Grades: 5-8  
 Total Faculty: 33  
 Total Classroom FTE: 16.0  
 # ESP Staff: 19  
 # Students: 330  
 Student/Classroom Teacher Ratio: 20.6  
 Student Assessment Results Link:  
<http://go.cesuvt.org/chmsassessments>



## Mt. Mansfield Union High School



**Michael Weston,  
Principal**



**Richard Wright,  
Assistant Principal**



This past year at Mt. Mansfield Union High School has been one of implementation and reflection. The Class of 2019 will be the first class to graduate with a Personal Learning Plan (PLP) and the Class of 2020 will be the first to graduate with Proficiency Based Graduation Requirements (PBGR). We have been putting to use the structures, systems, lesson plans, and assessment strategies that we have developed to implement PLPs & PBGRs. We also



have been reflecting on our work to see if it led to student outcomes that we had hoped for and how to improve upon these outcomes regardless if the outcomes were desired or not.

This reflective work has allowed the faculty to step back and examine a "traditional" high school education with a critical eye. We believe the work we are doing now and in the future is going to lead to graduates of Mt. Mansfield Union High School experiencing success in their initial endeavors after graduation and help them become Effective Engaged Citizens who are prepared to move their communities forward now and in the future.

The 2016-2017 school year also contained much student success for MMUHS. On June 17th the Fiftieth Commencement Ceremony was held for Mt. Mansfield Union High School at The University of Vermont. The Class of 2017 had two hundred and seven graduates, of these, sixty-four percent went on to pursue higher education. We had fifteen Summa Cum Laude graduates, the most ever. To graduate with this distinction, students must have a 4.05 or higher grade point average. Also, eighty-eight percent of our students who took AP Exams received a score of 3 or higher; this compares to a

Vermont average of sixty-nine percent, and a global average of sixty-one percent. Our students shine outside of the classroom as well. The MMU Dance

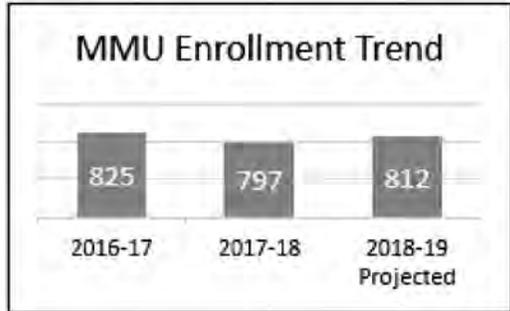


team were state champions in Hip-Hop and Jazz. Over twenty students were members of the New England Music Festival Band and Chorus. MMUHS also plays an active role in supporting community events. It is not hard to find a MMU student giving their time to support great causes in and out of our local community.

If you have any question or feedback for our school, please do not hesitate to contact us.



Grades: 9-12  
 Total Faculty: 63  
 Classroom Teacher FTE: 44.2  
 # ESP Staff: 64  
 # Students: 797  
 Student/Teacher Ratio: 18.1  
 Student Assessment Results Link:  
<http://go.cesvvt.org/MMUAssessments>



**OFFICIAL WARNING  
MOUNT MANSFIELD MODIFIED UNION SCHOOL DISTRICT**

**February 22, 2018 & March 6, 2018**

The legal voters of the Mount Mansfield Modified Union School District comprising the voters of the town school districts of Huntington (Grades 5-12), and Bolton, Jericho, Richmond, and Underhill, (all Grades PK-12) are hereby notified and warned to meet at the Mount Mansfield Union High School on **Thursday, February 22, 2018, at 6:30 p.m.** to transact any of the following business not involving Australian Ballot, the meeting is to be adjourned and reconvened in the respective polling places hereinafter named for each of the above-referenced town school districts on **Tuesday, March 6, 2018** at 7:00 a.m. (Huntington at 6:30 am) at which time the polls will open, until 7:00 p.m. at which time the polls will close, to transact any business involving voting by Australian Ballot.

- Article 1: To elect the following officers:  
                   a Moderator for one year,  
                   a Clerk for one year,  
                   a Treasurer for one year.
- Article 2: To hear and act upon the written reports of the District Officers.
- Article 3: Shall the voters of the Mount Mansfield Modified Union School District authorize the school board under 16 V.S.A. 562 (9) to borrow money by issuance of bonds or notes not in excess of anticipated revenue for the school year?
- Article 4: This time serves as a public information hearing for public review of the 2018-19 proposed budget--for discussion purposes only.
- Article 5: To transact any other school business thought proper when met.

**March 6, 2018 -- Australian Ballot Question**

- Article 6: Shall the voters of the Mount Mansfield Modified Union School District approve the School Board to expend **\$44,866,964**, which is the amount the School Board has determined to be necessary for the 2018-19 fiscal year?

It is estimated that this proposed budget, if approved, will result in education spending of **\$15,390** per equalized pupil. This projected spending per equalized pupil is **0.16%** lower than spending for the current year.

Upon closing of the polls, the ballot boxes will be sealed, re-opened at Camels Hump Middle School in the Town of Richmond, the ballots commingled and publicly counted by representatives of the Boards of Civil Authority of the Towns of Bolton, Huntington, Jericho, Richmond, and Underhill under the supervision of the Clerk of the Mount Mansfield Modified Union School District.

The legal voters of Mount Mansfield Modified Union School District are further warned and notified that an informational meeting will be held at Camels Hump Middle School in the Town of Richmond on February 15, 2018 commencing at 6:30 pm, Mt. Mansfield Union High School in the Town of Jericho on February 22, 2018 commencing at 6:30 pm, and Browns River Middle School in the Town of Jericho on March 1, 2018 commencing at 6:30 p.m., for the purpose of explaining the 2018-19 proposed budget.

**Polling Places**

The voters residing in each member district will cast their ballots in the polling places designated for their town as follows:

Bolton	*	Smilie Memorial School	*	7 am - 7 pm
Huntington	*	Brewster-Pierce Memorial School	*	6:30 am -7 pm
Jericho	*	Mt. Mansfield Union High School	*	7 am - 7 pm
Richmond	*	Camels Hump Middle School	*	7 am - 7 pm
Underhill	*	Browns River Middle School	*	7 am - 7 pm

Dated this 8th day of January, 2018.

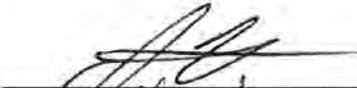
**SCHOOL DIRECTORS**



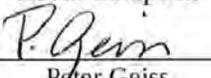
Kevin Campbell



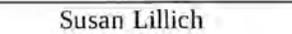
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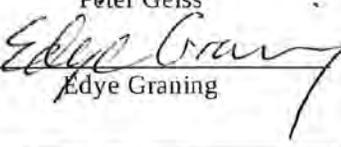
Peter Geiss



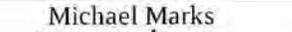
Susan Lillich



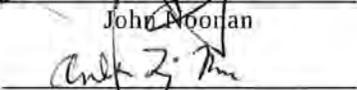
John Noonan



Edye Graning



Michael Marks



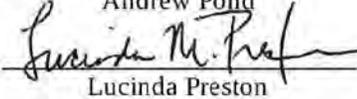
Andrew Pond



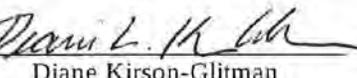
Leslie Kanat



Ethan Maurer



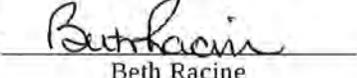
Lucinda Preston



Diane Kirson-Glitman



Derek Miodownik



Beth Racine

Received for record this 9 day of January 2018, A.D.



Benjamin Jozlin, Clerk, Mount Mansfield Modified Union School District



**TOWN OF BOLTON  
3045 THEODORE ROOSEVELT HIGHWAY  
BOLTON, VT 05676**