

ANNUAL REPORT

TOWN OF BOLTON, VERMONT

"LAND OF BOULDERS AND BEARS"

FOR THE YEAR JULY 1, 2017 - JUNE 30, 2018



"Out of the Woods" by Bolton Artist Rob Mullen

**PLEASE TAKE THIS REPORT TO TOWN MEETING ON
MONDAY, MARCH 4, 2019, 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, 6:00 pm

Chair, Mica Cassara

Clerk, Amy Grover

Special Select Board Meetings

Public Hearings

All scheduled as needed and warned in *Seven Days*

Planning Commission

Second Tuesday, 6:00 pm

Chair, Linda Baker

Clerk, Paula Gervia

Capital Planning Committee

Meet as Needed

Chair, Sharon Murray

Conservation Commission

Third Monday, 6:00 pm

Chair, Amy Ludwin

Clerk, Paula Gervia

Development Review Board

Fourth Thursday, 6:30 pm

Chair, Steve Diglio

Clerk, Larry Lewack

Economic Resource Committee

Third Wednesday, 6 p.m.

Chair, Ethan Bogar

Energy Committee

Meet as needed

Chair, Juliette Juillerat

Mt. Mansfield Modified Union School District

Please see the CESU website for meeting information: www.cesuvt.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

Planning and Zoning Administrator, Larry Lewack

Monday: 10:00 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

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POT LUCK DINNER

The Town will be hosting a pot luck dinner prior to the start of Town Meeting on Monday, March 4, 2019.

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.



Cookies for sale!

ELECTED TOWN OFFICERS

POSITION	OFFICER	YEAR ELECTED	TERM	TERM EXPIRES
Town Moderator	Leslie Pelch	2018	1 year	2019
Town Clerk	Amy Grover	2017	3 years	2020
Town Treasurer	Amy Grover	2017	3 years	2020
Select Board	Gene Armstrong	resigned		
	Josh Arneson	resigned		
	Sharon Murray, Vice Chair	2016	3 years	2019
	John Choate ³			
	Michael "Mica" Cassara, Chair	2018	2 years	2020
	Wendy Hoffman ⁴			
	Tony Barbagallo	2018	3 years	2021
Board of Civil Authority	Tony Barbagallo ²			
	Michael "Mica" Cassara ²			
	John Choate ²			
	John Devine, Justice	2018	2 years	2020
	Paula Gervia, Justice	2018	2 years	2018
	Amy Grover ¹			
	Wendy Hoffman ²			
	Brittany LaBerge, Justice	2018	2 years	2020
	Brenda McKeown, Justice	2018	2 years	2020
	Sharon Murray ²			
	Richard Reid, Justice	2018	2 years	2020
Town Agent	Amy Grover	2018	1 year	2019
Grand Juror	Amy Grover	2018	1 year	2019
Town Constable	Jeffrey Leete	2018	1 year	2019
Cemetery Commissioners	Cheryl Ann Mendicino	2017	3 years	2020
	Penny J. Tinker	2017	3 years	2020
	Betty Wheelock	2017	3 years	2020
Mt. Mansfield Modified Union School District	Andrew Pond	2018	3 years	2021

2018-2019 Session State Representatives Chittenden-Washington 1

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

Representative Tom Stevens
Email: tstevens@leg.state.vt.us

¹BCA member, not Justice of the Peace, term of Clerk.

²BCA member, not Justice of the Peace, term of Select Board seat.

³appointed on May 7, 2018, to fill Gene Armstrong's seat, to serve until Town Meeting 2019

⁴appointed on October 1, 2018, to fill Josh Arneson's seat, remainder of a two year term, expires 2019

HIRED AND APPOINTED TOWN OFFICIALS

POSITION	OFFICIAL	DATE OF HIRE OR APPOINTMENT	TERM EXPIRES
Assistant Town Clerk & Treasurer	Carol Devlin	Hired 2013	
Delinquent Tax Collector	Amy Grover	Appointed August 2017	
Planning Commission	Linda Baker, Chair	Appointed 1986	2019
	Steve Barner	Appointed 1990	2021
	Evan DesLauriers	Appointed 2017	2021
	Paula Gervia, Clerk	Hired 2017	
	Kaelyn Modrak	Appointed 2017	2020
	Deb Shelby	Appointed 2015	2020
Conservation Commission	Amy Ludwin, Chair	Appointed 2013	2019
	Steve McLeod	Appointed 2013	2019
	Virginia Haviland	Appointed 2015	2021
	Jerry Mullen	Appointed 2015	2021
	Paula Gervia, Clerk	Hired 2017	
Sara Holbrook Parcel Steward	Heather Furman	Appointed 2018	2020
Preston Pond Steward	Rob Mullen	Appointed 2018	2020
Development Review Board	John Devine, Secretary	Appointed 2014	2018
	Steve Diglio, Chair	Appointed 2014	2020
	Charmaine Godin, Alternate	Appointed 2010	2018
	Larry Lewack, Clerk	Hired 2018	
	Mike Rainville, Alternate	Appointed 2003	2019
	Rob Ricketson	Appointed 2015	2019
	Adam Miller, Vice Chair	Appointed 2015	2019
	Adam Beaudry	Appointed 2017	2021
Tree Warden	Luke Ingram	Appointed 2014	Annual Re-Appt
Planning and Zoning Administrator	Larry Lewack	Hired 2018	
Animal Control Officers	Jeffrey Leete	Appointed 2017	Annual Re-Appt
	Rob Mullen	Appointed 2017	Annual Re-Appt
Assessor	Kermit Blaisdell	Hired 1988	
Assessor Assistant	Linde Emerson	Hired 2015	
Health Officer	Mica Cassara ¹	Appointed 2018	2021
Fire Chief	Mike Gervia	Appointed 1997	Annual Re-Appt
Fire Warden	Mike Gervia	Appointed 2018	2023
Economic Resource Committee	Ethan Bogar, Chair	Appointed 2018	2021
	Curtis Hunter	Appointed 2016	2021
	Ernest Levesque	Appointed 2016	2019
	Kyle Pratt	Appointed 2016	2019
	Deb Shelby	Appointed 2016	2019
	Sue Ann Sinnamon	Appointed 2016	2020
	Alison Smith	Appointed 2018	2020
Capital Planning Committee	Select Board members: Sharon Murray, Chair, & Tony Barbagallo Planning Commission member: Steve Barner Former Select Board member and resident: Jen Dudley-Gaillard, Vice Chair Resident: Joss Besse		

¹Chris LaBerge resigned as Health Officer in 2018. Per Vermont statute, the Chair of the Select Board is appointed until the position is filled.

Emergency Management Director Energy Committee	M. Peter Siegel		
	Juliette Juillerat,	Appointed 2018	2020
	Town Energy Coordinator & Energy Committee Chair		
	Lexi Haselton	Appointed 2018	2021
	Janet Metz	Appointed 2018	2020
Representatives to CCRPC	Peter Schoen	Appointed 2018	2021
	Sharon Murray,	Appointed 2017	2019
	CCRPC representative		
	Joss Besse,	Alternate appointed 2017	2019
	CCRPC representative		
	Joss Besse "PAC"	Appointed 2018	2020
	Larry Lewack "PAC" alternate	Appointed 2018	2020
	Joss Besse "TAC"	Appointed 2017	2019
	Sharon Murray "TAC"	Alternate appointed 2017	2019
	Joss Besse "CWAC"	Appointed 2017	2019
Senior Meal Coordinator Cemetery Caretakers	Sharon Murray "CWAC"	Alternate 2017	2019
	Doris Wheelock		
	Allan Sumner	Hired 2018	
Highway Department	David Streeter	Hired 2014	
	Eric Andrews, Foreman	Hired 1999 FT	
	Glenn Armstrong	Hired 2011 FT	
	Dan Champney	Hired 2015 PT	
	Jeffrey Leete	Hired 2018 PT	
Area Principals			
Smilie Memorial School	Barbara Tomasi-Gay		
Camels Hump Middle School	Mark Carbone		
Mt. Mansfield Union High School	Michael Weston		
CESU Superintendent	John Alberghini		

*CCRPC – Chittenden County Regional Planning Commission

*PAC – Planning Advisory Committee

*TAC – Transportation Advisory Committee

*CWAC – Clean Water Advisory Committee



Board of Civil Authority (BCA): Wendy Hoffman, John Choate, Sharon Murray, Paula Gervia, Brenda McKeown, Chair, Mica Cassara, Toby Barbagallo, Rich Reid, missing from picture: John Devine, Brittany LaBerge

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)

Delinquent Tax Collector's Report

Minutes of March 5, 2018 Town Meeting

Proposed 2019-20 Budget

Reserve Fund

Tax Rate Information



NOTICE TO VOTERS

ANNUAL TOWN MEETING DAY 2019

BEFORE ELECTION DAY:

CHECKLIST POSTED at the Town Office by February 3, 2019. If your name is not on the checklist, then you must register to vote. **SAMPLE BALLOTS** will be posted by February 23, 2019.

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.

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. The latest you can request ballots for the Local Election is the close of the Town Office on March 4, 2019. (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.



Doris and Rod Wheelock at the Senior Christmas Dinner



Senior Christmas Dinner

WARNING
TOWN OF BOLTON ANNUAL TOWN MEETING
MONDAY, MARCH 4, 2019

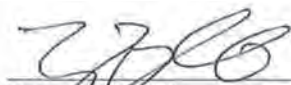
The legal voters of the Town of Bolton are hereby warned and notified to meet at Smilie Memorial Elementary School, 2712 Theodore Roosevelt Highway (Route 2), Bolton at 7:00 p.m. on Monday, March 4, 2019 to transact the following business from the floor:

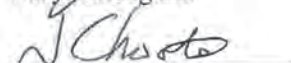
- ARTICLE 01. Shall the voters of the Town of Bolton accept the FY 2017-2018 Town Report?
- ARTICLE 02. Shall the voters of the Town of Bolton vote a budget of \$1,035,859 to meet the expenses and liabilities of the town and authorize the Select Board to set a tax rate sufficient to provide the same?
- 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, 2019, November 15, 2019, February 15, 2020 and May 15, 2020?
- 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 \$88,200 in uncommitted general funds to the following reserve funds, in addition to those reserve contributions included in the FY 2019-2020 Proposed Municipal Budget?
- | | |
|--------------------------------|----------|
| Highway Reserve Fund | \$73,000 |
| Highway Equipment Reserve Fund | \$10,000 |
| Fire Equipment Reserve Fund | \$ 5,200 |
- ARTICLE 06. Shall the voters of the Town of Bolton establish expenses for the members of the Select Board?
- ARTICLE 07. To transact any other business thought proper when met.


AUSTRALIAN BALLOT QUESTIONS


Voting by Australian ballot will be conducted on Tuesday, March 5, 2019 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 4, 2019 at 7 p.m. regarding Articles 08 – 10. The following articles will be voted by Australian Ballot:

- ARTICLE 08. 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 Select Board member for a term of one (1) year remaining on a three (3) year term
 - 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
- ARTICLE 09. 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 10. Shall the voters of the Town of Bolton authorize the purchase or lease of a class 4 or 5 (medium duty) work truck, for the Highway Department, price not to exceed \$83,000 to be financed over a period not to exceed five years?


Tony Barbagallo


John Choate


Mica Cassara, Chair


Wendy Hoffman


Sharon Murray

Received for record at Bolton this 21st day of January 2019.


Amy Grover, Town Clerk and Treasurer

TOWN OF BOLTON
ANNUAL TOWN MEETING
MARCH 05, 2019

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 CONSTABLE

For a one year term

Vote for not more than one person

JEFFREY LEETE.....[]

WRITE-IN.....[]

Sample Ballots were printed before statutory deadlines. Actual ballots may differ.

TOWN OF BOLTON
ANNUAL TOWN MEETING
MARCH 05, 2019

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 a three year term

Vote for not more than one person

CHRIS LABERGE []

JANET METZ []

WRITE-IN _____ []

=====

FOR SELECT BOARD MEMBER

For a two year term

Vote for not more than one person

WENDY HOFFMAN []

WRITE-IN []

=====

FOR SELECT BOARD MEMBER

One year remaining on a three year term

Vote for not more than one person

JOHN CHOATE []

WRITE-IN _____ []

=====

Sample Ballots were printed before statutory deadlines. Actual ballots may differ.

TOWN OF BOLTON
ANNUAL TOWN MEETING
MARCH 05, 2019

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 ($\frac{1}{4}\%$) ADDITION TO THE TAX RATE TO SUPPORT THE CONSERVATION FUND?

YES []

NO []

Sample Ballots were printed before statutory deadlines. Actual ballots may differ.

TOWN OF BOLTON
ANNUAL TOWN MEETING
MARCH 05, 2019

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 CLASS 4 OR 5 (MEDIUM DUTY) WORK TRUCK, FOR THE HIGHWAY DEPARTMENT, PRICE NOT TO EXCEED \$83,000 TO BE FINANCED OVER A PERIOD NOT TO EXCEED FIVE YEARS?

YES[]

NO[]

Sample Ballots were printed before statutory deadlines. Actual ballots may differ.

Sullivan, Powers & Co., P.C.
CERTIFIED PUBLIC ACCOUNTANTS

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

January 9, 2019

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, 2018, and have issued our report dated January 9, 2019. 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 31, 2018. 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.

The full Auditor's Report is available at www.boltonvt.com

Town of Bolton, Vermont

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January 9, 2019

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. No new accounting policies were adopted and the application of existing policies was not changed this 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. There were no such misstatements identified during the audit.

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.

Town of Bolton, Vermont

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January 9, 2019

Management Representations

We have requested certain representations from management that are included in the management representation letter dated January 9, 2019.

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 each year prior to our retention 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 retention.

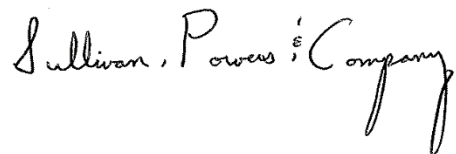
Other Matters

We were not engaged to report on the Statement of Cash Receipts, Cash Disbursements and Changes in Modified Cash Basis Fund Balance – Budget and Actual – Budgetary Basis – General Fund, which accompanies the financial statements. We did not audit or perform other procedures on this other information and we not express any opinion or provide any assurance on it.

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 & CO.
Certified Public Accountants

DELINQUENT TAX COLLECTOR'S REPORT

Delinquent Taxes outstanding as of June 30, 2017	\$61,461.73
Delinquent Taxes assigned for collection as of May 16, 2018	+\$54,283.65
Delinquent Taxes collected from July 1, 2017 to June 30, 2018	-\$64,607.52
Adjustments, Errors, Omissions, and Abatements	-\$18,231.35
Outstanding Delinquent Taxes as of June 30, 2018	<u>\$32,906.51</u> =====

*These numbers do not include collections of Delinquent Taxes from July 1, 2018 to the time of this annual report.

Delinquent Taxes collected from July 1, 2018 to December 31, 2018	\$18,359.99
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Linde Emerson, Assessor Assistant

Town of Bolton
3045 Theodore Roosevelt Highway
Bolton VT 05676

TOWN MEETING MINUTES
Smilie Memorial School
March 5, 2018
7 p.m.

- Announcements prior to calling Town Meeting 2018 to order:

1. Representative Theresa Wood:

- Extended Tom Steven's (Representative) apologies for being absent due a family member's illness.
- Noted that their Town Meeting Legislative Report and the Doyle Poll were available in the foyer.
- Noted her weekly Front Porch Forum postings provide updates on current legislation.
- Reviewed current Legislation:
 - ✓ A bill moving through the House will adjust the taxation on Social Security benefits. In VT the first 15% of benefits are not taxed. If a person generates no other income, then 100% of benefits are not taxed. The Governor's proposal phases in limited tax exemptions for moderate incomes over three years. The State cannot afford to eliminate the 31 million in tax dollars that Social Security generates.
 - ✓ Other bills under consideration: Increased consumer security, a National Guard bill to provide free tuition at any state college, federal income tax changes (if Vermont does nothing, Vermonters will be taxed an additional 30 million, the administration wants that money to stay in people's pockets), changes in state income tax law.
 - ✓ Bills Passed out of committee and out of the house: protection to crime victims impacted by discrimination in employment, gun violence prevention bills which will not restrict 2nd amendment rights and include; closing loopholes in back ground checks, increasing the age of purchase, and limits to those who pose a danger to themselves or others – a series of measures to try to ensure Vermont remains a safe state.
- Noted her and Tom's availability to hear thoughts, answer questions and to share issues.

2. Andrew Pond, MMMUSD representative, MMMUSD update:

- Taxes: the proposed school budget is a responsible budget with only a slight increase, and state agencies expect an increase of 5%. The Governor has asked for taxes to be flat, and there may be a shift in funding to income tax. However, the bottom line is there is no understanding of what the vote on the MMMUSD budget will mean for taxes.
- Huntington is voting on joining the union again this year, there is optimism the vote will pass.
- Instituting a different tact on governance; "policy governance."
- Currently drafting goals for the district.

- There will be a forthcoming report from the Superintendent with a capacity survey in the north end of district, and the 3 elementary schools located there. The Superintendent will make a change recommendation, looking at how the district is delivering education in that area of the district. This will not affect Smilie School.
 - Working on a property line adjustment with the town at Smilie School. Currently the line runs under a portion of Smilie School.
 - Smilie School: the enrollment is stable, the building is in great shape, we have great teachers, and are looking to add a ½ time intervention teacher next year.
3. Good Citizen of the Year 2018 presentation by Moderator Leslie Pelch to John “Jingles” Devine – presentation written by Joss Besse.
 4. Sharon Murray and Josh Arneson recognized outgoing Select Board members Jen Dudley-Gaillard, Gene Armstrong, & Ron Lafreniere.
 5. Sharon Murray noted additional appreciation to the town staff, highway staff, and all the volunteers, asking all volunteers to stand for recognition.
 6. Moderator Leslie Pelch recognized and introduced of all candidates running for office in 2018.
 7. General announcements by Moderator Leslie Pelch: Girl Scout cookies for sale, Bolton Community Network information & survey available, BOLL books to leave and take, Community Senior Center display and information.

Moderator Leslie Pelch announced the informational meeting on Articles 11 & 12.

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?

Sharon Murray: A “Mini Pumper” would replace the 2000 Engine 1. It is suspected that the salt brine used by the state (generally on I89 where Engine 1 responded/s frequently) caused the frame to rust and crack. The frame was repaired, but there are no guarantees on how long the repair will last. The same issue impacted one of Richmond’s firetrucks. This issue has pushed up the replacement cycle, and the BVFD recommended replacing Engine 1 with a “Mini Pumper;” a smaller pumper on a regular truck chassis and cab. The Mini Pumper would be more maneuverable, more suited to handle Bolton’s steep topography (up to 15% slopes), and would be considered a first response vehicle, carrying a crew of 4 and 300 gallons of water. Another BVFD recommendation is to support a Mini Pumper with a tanker truck; this purchase would be a couple of years out. The Mini Pumper purchase would go out to bid, the deposit would come from reserves, and next year’s budget, FY 19-20, would see the debt service. The town is asking voters to approve up to 215K in a loan or lease, to be financed over a period of 10 years.

John Westie: If the state is still using salt brine, what would be the impact to the new vehicle, and will the truck last ten years?

Sharon Murray: Yes the truck would last ten years and be undercoated.

Ryan Farrell: Could the body be taken off chassis and moved to another chassis in ten years?

Sharon Murray: The expectation is that the truck will last longer than 10 years.

Mike Gervia, Bolton Fire Chief: The trucks are on a 20-year replacement schedule, no one expected this issue with Engine 1, and the Mini Pumper would have a 20-year life span. The BVFD demoed a Mini Pumper, and their response time to West Bolton, fully loaded, was 15 minutes faster than the big pumper truck. If it made

sense, yes, the body could be moved to another chassis.

John Tschernenko: Has the Board investigated the federal surplus program?

Sharon Murray: The Board did review that program and would look at both federal and state surplus options when/if going out to bid. Federal equipment coming from overseas has seen hard use, and is not always a beneficial deal.

John Tschernenko: It might make sense to pursue the program to provide a vehicle at low cost that could limp the town along for a few years.

Sharon Murray: The Board and the Capital Planning Committee would be reviewing that when updating and revising the equipment replacement schedules, and that might be an option.

Jen Dudley-Gaillard: Bolton's vehicles need very specific engine specifications for the town's steep slopes, and not every vehicle for sale or on the surplus market is suited for Bolton.

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?

Ron Lafreniere: The town does not usually look at replacing two vehicles within the same year, but we're in a tough spot with Engine 1, and now as well with the Bucket Loader. The town received an estimate today that needed repairs to the 2000 Bucket Loader, with a high number of engine hours, would be 47K. It was not clear if everything included with the estimate would be needed to be completed to allow the vehicle to operate safely, which included the bushings, swivels and brakes. Recent estimates for replacements were procured from three companies, which informed the 140 K amount in the warning.

Rob Ricketson: What is the book value of the Bucket Loader?

Jen Dudley-Gaillard: The vehicle is listed in the vehicle replacement schedule with 5K in trade in value prior to the identified needed repairs.

Ron Lafreniere: The town is in a tough spot and might not see the costs of the repairs returned.

Rob Ricketson: Are there any grants available for vehicles?

Sharon Murray: There is a federal grant program for fire equipment which is very competitive, with an extensive application process which the town is unlikely to get. There were not many, if any, other grants that Bolton was eligible for. There were grants available for rural locales, but Bolton is not eligible for them because of our locale in Chittenden County. The town has retired the debt service for a fire truck, and will soon be retiring the town office debt, so it would not be a huge hit to the bottom line.

Jen Dudley-Gaillard: The board will be asking voters tonight under Article 5 to reallocate funds. The town does have money that we would like to put toward both fire and highway equipment reserve funds, and the town currently has a much better ability to make a significant down payment from reserves.

The Moderator asked if there were any other questions or comments, there were none.

Call to Order

- Moderator Leslie Pelch called the meeting to order at 7:50 p.m. welcomed all and especially new residents or folks new to Town Meeting, asked that non-registered voters identify themselves, reminding them that they could not participate in any vote, & reviewed Robert's Rules of Order.

Article 1 ~ Shall the voters of the Town of Bolton accept the FY 2016 – 2017 Town Report?

Motion: Andrew Pond

Second: Mica Cassara

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 \$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?

Motion: Luke Ingram

Second: Judith Bergeron

Jen Dudley-Gaillard:

- In terms of the budget, and looking backward before looking forward, due to careful spending, expenses for FY 16-17 were 38K less than budgeted (applause). We are also in much better shape with respect to capital reserve funds as we build those reserves looking into the future 5 – 20 years.
- Proposed FY 18-19 budget overview:
 - ✓ There are decreases within the town and BVFD department budgets, with the overall budget increase of 7.5 % driven by Highway Department, primarily due to the water quality legislation and mandated municipal roads general permit (MRGP), which is causing quite a ripple effect: 42K in additional materials for gravel and rock to address water runoff and ditching, along with the addition of another full time Highway Department position. Without those drivers, there would have been a 1.2% increase in the whole budget.
 - ✓ The additional Highway Department position was added to address the back log of work and the MRGP. In the next 5 years the town will have to address roads with steep slopes, roughly 8%, and our decision in terms of addressing this work is to go in-house, versus using more and more subcontractors.
 - ✓ Highway Department overtime was reduced, in anticipation of a third position; the long hours are simply unhealthy and unsustainable. The third position will allow for coverage when there is illness, injury or even a vacation (laughter). We did try to hire part time help last summer, and there were no applicants.
 - ✓ We are working with CCRPC to apply for grants to offset material and labor costs and will continue to do that.

John Westie: I noticed the armoring of ditches, it looks great, did it work?

Jen Dudley-Gaillard: It doesn't matter if it works or not, it's legislated now (laughter). From our observations it has worked. With significant rainfalls our roads are holding up better, Notch Road has held up better.

Sharon Murray: This has been under discussion with the Board for awhile. The previous ERAF highway standards had no funding attached to those standards. Bolton did not go along with that program when it was not required, as it was more cost effective for the town to repair when repair was needed. Now with the MRGP requirements we will have to apply for grants to offset those costs. The Board recognizes that this is Bolton's first budget of over 1 million, but not all of that will be coming from taxes, there is revenue to offset those costs. We support to need to make our roads more resilient and to help address the water quality of Lake Champlain, while recognizing the need for funding. We are working with CCRPC to cost out projects and to budget for them, the estimate is \$25 per foot for a rock lined ditch.

Mica Cassara: I noticed the highway department budget significantly increased health insurance costs. Health insurance went from 13K to 35K, dental insurance increased.

Sharon Murray: Those increases are largely due to the new position, and we budgeted for those insurance increases. Currently only 1 person takes the full health insurance the town offers. Most get a payment

in lieu of insurance and obtain insurance through a spouse or partner. Our health insurance costs are extremely low in relation to the real costs of health insurance. We budgeted full family dental and health plans for the new position per our personnel policy. Those numbers reflect the maximum costs, hopefully costs will be less than that.

Jen Dudley-Gaillard: The current proposed budget would increase taxes \$56 per year per 100K of assessed value, using this year's values for the Grand List, which we hope will go up, and this year's values for revenues.

Melisa Champney: I noticed the heating fuel costs for the Fire Station were significantly reduced from \$6,500 to \$3,700. Do we have a wood stove there now? I know my fuel costs haven't gone down (laughter)!

Jen Dudley-Gaillard: We went out to bid for a propane supplier and realized significant savings across all three departments. We continue to go out to bid for services and supplies as things come up such as the copier, fuels, and our assessor services to reduce costs.

Melissa Champney: What is the hourly basis for the new position, and do you expect any applicants when no one applied for the part time job?

Jen Dudley-Gaillard: We budgeted for \$16.83/hour plus all the other costs and benefits associated with that position.

Melissa Champney: Is there overtime included with that position?

Sharon Murray: Yes, we budgeted overtime for all three highway positions but did cut it back assuming a third person would allow the staff to run shifts. We also cut back on part time hours, and it will be up to the Road Foreman to budget out the hours. We did have two-part time staff, but as you know, Wayne Ring passed away, and we have found it difficult to hire part time staff. We understand this is due to having to participate in drug testing, needing a CDL and we've heard that folks don't like driving Bolton's steep slopes (laughter). Our hope with this staffing make up is that we can address regular maintenance schedules along with new project work that we are going to be required to do.

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, 2018, November 15, 2018, February 15, 2019, and May 15, 2019?

Motion: Gerry Mullen

Second: Judith Bergeron

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: Steve Peery

Second: Judith Bergeron

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 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

Motion: Brittany LaBerge

Second: Rob Ricketson

Jen Dudley-Gaillard: The uncommitted funds here are “extra,” due mostly to good budgeting and a large FEMA reimbursement for highway repair work completed by the town. Those monies went into the General Fund and knowing that we were going to ask voters to purchase two new pieces of equipment, we are asking for these amounts to be put into reserves.

Ryan Farrell: Does that mean that we are buying down the debt obligation?

Jen Dudley-Gaillard: Yes, it does. If the amounts are approved tomorrow by voters (Mini Pumper and Bucket Loader), then the Board, along with recommendations from the Capital Planning Committee, will be able to make a significant down payment, generally in the 50% range, and finance the remainder.

Lela McCaffrey: Is there somewhere in the town report that has the total fund balance? Is there an additional fund balance?

Jen Dudley-Gaillard: Yes, there is, kept as a contingency fund and uncommitted. I’m so excited that you asked that question, the full report on uncommitted funds is in the audit report on the website. It was too lengthy to put the full audit report in the Town Report, and there is a total of 403K in uncommitted funds (a loud “whooohoo” from the audience and laughter). Oh, are you an accountant (laughter)? This is when numbers get sexy (laughter)! Out of total 403K we are asking voters to reallocate \$201,231.

Sharon Murray: Based on a recommendation from our auditing firm of Sullivan and Powers, the board adopted a Fund Balance Policy, keeping 15% in reserves. I also want to note that we need a formal assessment of the town garage, which is 5 feet below the base flood elevation, sustained damage from Irene, and may need floodproofing. A quick assessment revealed damage that our staff have been putting up with and trying to address, like patching holes in the floors. The board may also use some of those uncommitted funds for that formal assessment, and felt it was important to go to the voters for authorization to reallocate those uncommitted funds to the reserves.

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 authorize the Select Board to appoint a collector of delinquent taxes, pursuant to 17 V.S.A. § 2651d(a)?

Motion: Tom Haviland

Second: Tim Grover

John Westie: This has been an idea I’ve debated over the years, historically the town has always done this (elected official). I heard 10 years ago that many towns do not have a collector of delinquent taxes; the town employees would handle that function. How is payment made to the collector?

Amy Grover: The Delinquent Tax Collector in Bolton’s payment is the 8% penalty that is added to unpaid principal as of May 15 when the last payment is due. With Joan Pecor, if she didn’t collect any money, she didn’t get paid. Her payment was based entirely on the money that she collected. Shifting to an appointed

position was the suggestion of our auditing firm, which I want to mention, also went out to bid and saved the town thousands of dollars. Appointment of this position would allow the collector to work with the treasurer and use the full capabilities of the tax administration system software, such as reports and notices, and eliminate the challenges of syncing two sets of books. Most importantly, it would allow for the continuity of a Delinquent Tax Collection Policy. A policy was adopted in November to establish clear guidelines so that all delinquent taxpayers are treated fairly and know what to expect. An elected collector has full autonomy as far as policy and payment, and answers to no board nor clerk. I don't think it would be helpful to taxpayers trying to get caught up on payments to have a constantly shifting policy, but instead to have the continuity of a policy that clearly spells out if/then, and a clear process for tax sales and small claims court.

John Westie: Do you favor this?

Amy Grover: Yes, I do.

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

Article 7 ~ Shall the voters of the Town of Bolton establish expenses for the members of the Select Board?

Motion: Steve Peery

Second: Rich Reid

Jen Dudley-Gaillard: The current payment is \$17.50 per member per meeting, and this does not include all the time spent on phone calls, and those emails that come pouring in daily. It was pointed out to me by a woman that was considering running for the board that \$17.50 an hour does not even cover the costs of a babysitter. If this amount is changed, it will change the budget.

Luke Ingram: Is there a precedent in other communities as to what board members are paid?

Sharon Murray: The VLCT does a survey and reports on stipends, I don't know what average amount would be for a town the size of Bolton.

Jen Dudley-Gaillard: I checked years ago and recall feeling somewhat deflated, payment was significantly more in other towns.

Tucker Andrews: Well, what is the cost for a babysitter for 3 hours?

Jen Dudley-Gaillard: Well, Josh pays more than we do for a babysitter; between 10 – 20 dollars an hour.

Josh Arneson: We don't use babysitters that often (laughter)!

Paula Gervia: I want to make a motion to set the rate at \$17.50 per person per meeting.

Melissa Champney: I second.

Judith Bergeron: It went up last year from \$15 to \$17.50; I think it should go up a little bit this year. I think \$20 would make sense.

Carol Devlin: I want to make sure that everyone understands – Tucker said a 3-hour meeting. Select Board meetings average 3.5 – 5 hours.

Jen Dudley-Gaillard: And 2 – 3 meetings per month.

Doug Smith: That increase would add up to \$1,050 year. A larger amount of money would help to cover expenses during meetings, so that all people have an opportunity to represent that town, not just those that can afford the opportunity.

Steve Barner: On fair compensation, I just checked Richmond's compensation, which pays an annual stipend of \$750/year. I want to amend the amendment to \$25 per meeting per member.

Henry Corse: I second.

No further discussion. The moderator called for a vote on the amended amendment of \$25 per member per meeting. The majority were in favor.

No further discussion. The moderator called for a vote on the amended first amendment of \$25 per member per meeting. The majority were in favor.

No further discussion. The moderator called for a vote on the original motion as amended; shall the voters establish expenses for the Select Board at \$25 per meeting per member. The majority were in favor. Article 7 passed.

Article 8 ~ To transact any other business thought proper when met.

The Moderator noted that binding votes were not allowed.

Andrew Pond: I'd like to talk about the Notch Road project. VTrans has indicated that they will be moving forward with the originally proposed project - repairs which do not address the safety concerns with respect to traffic and to pedestrians. The tunnel is too narrow, too short, with limited site distance. Could the Select Board speak to action that they might take?

Sharon Murray: We have been in correspondence with VTrans, and we all share your concerns and have expressed those concerns. We received an explanation that because the project was scoped as structural and not safety, if the town wants to address other concerns, the project would have to be removed from the Transportation Improvement Program (TIP), and re-scoped to address the safety concerns. There was a delay after the scoping, and we were just informed in the last two weeks that the project is moving ahead according to the original plan; repairing the cracks, installing lighting, addressing the pedestrian signal. To install replacement bridges would be in the millions because of the location and shutting down I89, and VTrans stated they cannot justify that cost magnitude. Making a request to remove the project from the TIP would have to go back through the Agency of Transportation and the legislature, and then the project would have to back through scoping and scheduling. We don't know what that timeframe would be. If the town wants us to take that road, we are willing to do that, recognizing that it would be an uphill battle because of the costs. I'm glad that Andrew brought this up. How do you want the board to proceed?

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Tony Barbagallo: I attended the two VTrans meetings. I feel we should pull the project; it would be prolonging an unsafe situation. Pressure VTrans.

Sharon Murray: There are also other stakeholders, the Green Mountain Club has been our ally on this; they carry more clout than we do.

Jen Dudley-Gaillard: We also had a meeting with Charlie Baker from CCRPC and discussed this situation with him. We also discussed this with Chittenden County Senator Chris Pearson, who stated that he could arrange a meeting with the Secretary of Transportation.

Ali Kosiba: I support going back to the drawing board. The tunnel is used by kids and Long Trail hikers and there is not enough room for trucks. But, if we go back, is the tunnel structurally sound? That is a concern.

Melissa Champney: I also attended the two VTrans meetings and I work for the Agency as well. This is a safety concern. Knowing how the agency works, if we don't do those repairs it will take even longer and not be addressed now. We are in a no-win situation. If you take it back and off the TIP, there is no guarantee of repairs. I'm afraid it would be a long time before it would be repaired.

Steve Peery: I attended the meetings too. My concern is that I never heard a good solution, never heard an answer. I am concerned about going back to the drawing board. There is no good solution to solve the problem.

Amy Ludwin: If Chris Pearson said he could schedule a meeting with the Secretary of Transportation, we should take advantage of that and the possibility of opening a new conversation. It seemed like the response from VTrans was we can fix the tunnel or do nothing.

Andrew Pond: My recollection of the meetings is that VTrans' fix would extend the lifespan an additional 30 – 40 years. If we allow this to move forward, it will be decades before there are changes made there. We would be better off pushing back some more on the agency. I move that we recommend that the Select Board request the project be removed from the TIP, and explore other options.

Tony Barbagallo: I second.

Josh Arneson: I do have the numbers. The repairs would cost 410K for a 20+ year life span. The bridge alternative was 6.8 million for a 100-year life span. This works out to 20K per year for the repair, versus 60K per year for the 100-year option.

Steve Barner: I have concerns about pushing out any improvement to the tunnel an extensive amount of time. When this tunnel was built, Notch Road was hardly used. The biggest concern is a fully loaded dump truck without brakes. It has happened more than once, and it is going to happen again. This tunnel is just not safe.

Josh Arneson: Those safety concerns were all brought up with the project engineer JB McCarthy. We came to the realization that to them, this was only a structural issue, not a safety issue. JB stated that there would be a completely different route to address safety issues.

Mark Roberts: How many safety issues have we had at this point?

Jen Dudley-Gaillard: We've counted 4 runaway vehicles; one was a garbage truck which caused damage to the top of the tunnel. Thankfully there have been no fatalities.

Tyler Ducharme: It seems that even if the tunnel were widened, there would still be multiple issues.

Amy Ludwin: Maybe there are other things the town could do; designate the tunnel as one-way traffic only, address in town zoning, set lower speed limits, provide safety information to truckers at gravel pit, paint the tunnel with reflective paint. Maybe a brainstorming committee could be formed.

Don Whitman: I live in neighborhood at the bottom of Notch Road, and I heard of the four runaway incidents. We are lucky that there have been no "T-bones" to date. There are school buses in tunnel, hikers, and children walking. We need to push on the safety issues, we have been lucky so far. Maybe there could be

a gravel run out zone (for a runaway vehicle) on the right-hand side of the tunnel on the state's property, or excavate pedestrian "bail out" areas inside the tunnel for walkers to be able to get out of the way of vehicles.

Janet Metz: What is the time frame to make decision?

Sharon Murray: The project has gone through scoping, gone through design, and is on for construction, I believe, in 2020.

Jen Dudley-Gaillard: Could we leave it on the TIP and also have additional conversations?

Sharon Murray: We could continue to have dialogues and continue to explore options. However, we were told that if we want VTrans to deal with the safety issues, we have to send it back to scoping, and remove it from the TIP.

Jen Dudley-Gaillard: Painting the interior of the tunnel white is also part of the repairs.

Moderator Leslie Pelch reminded the group that there was a motion on the floor for the project to be removed from TIP, and asked if there was any more discussion on that motion.

John Westie: If we have it remove from the TIP, we have to have a safety study rather than a structural study?

Sharon Murray: Yes. We can request the project be removed, but ultimately the agency and legislature have control over that list. The town can only make the request, the agency and the legislature can say yes or no. We would have to convince the agency and legislature that removal from the list is important to the town, and that we want that to happen.

Rob Ricketson: I feel that the wording of the motion is very strong and want to make an amendment to the motion. I would amend it that we have faith in the Select Board to pursue other options but not remove the project from the TIP; that would be shooting ourselves in the foot. I support the Select Board having that conversation with the Secretary, but not making that strong of a motion. I want to amend the motion that the Bolton Select Board pursue other options and discussions regarding the safety of that project.

Tom Haviland: I second.

Moderator Leslie Pelch: There is an amendment to the motion to recommend that the Select Board pursue other options and discussions regarding the safety of the Notch Road tunnel project.

Josh Arneson: I'm thinking about both versions, maybe we can use removal from the TIP as more of a negotiating tool.

Andrew Pond: We should make strong recommendations to the Select Board and to the agency.

Amy Ludwin: Can we vote on both?

Moderator Leslie Pelch explained the amendment process.

There was no further discussion. The moderator called for a vote: to amend the original motion by changing the language by removing the statement that project be removed from the TIP, and adding language on addressing safety. The majority were opposed. The amendment motion failed.

The moderator called for a vote on the original motion: we recommend that the Select Board request that the project be removed from the TIP and explore other options. The majority were in favor. The original motion passed.

Moderator Leslie Pelch: is there any other business?

Gerry Mullen: Earlier in January it did not look like anyone was coming forward to run for Select Board, so I signed up to run, and thanks to everyone who signed my petition. Then my friends and neighbors Tony Barbagallo and Mica Cassara decided to run, and I went to withdraw my name, but I was too late. You will be better off with younger guys than me, and I want to throw my support to those two gentlemen.

Motion to adjourn the meeting: Jerry Mullen

Second: Tom Haviland

Moderator Leslie Pelch adjourned the meeting at 9:27 p.m.

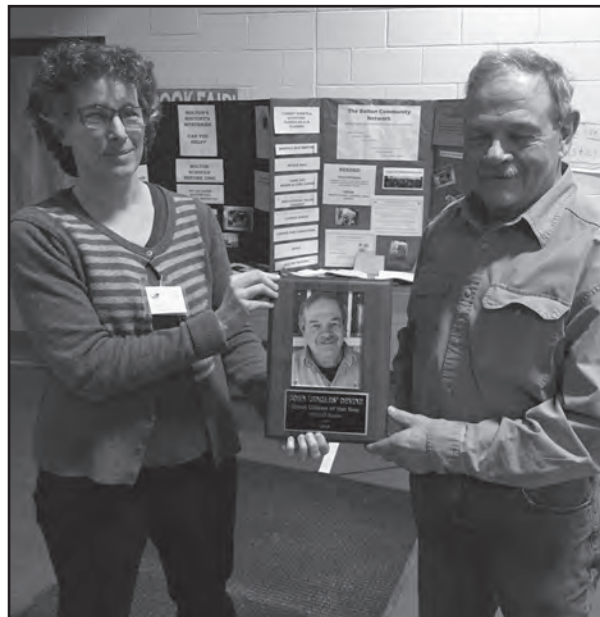
Moderator Leslie Pelch reviewed Articles 9 – 12 that would be voted by Australian Ballot on Tuesday, March 6, 2018, at Smilie School, 7 a.m. – 7 p.m.

Ali Kosiba: On behalf of the Conservation Commission I want to urge support for the Conservation Fund. It's just small amount, but it builds up over time. The Conservation Commission operates on an annual budget of \$600, and the fund allows the town to do more.

Attest: Amy Grover
Town Clerk & Treasurer

These minutes were accepted on March 12, 2018.

Josh Arneson
Sharon Murray



Good Citizen of the Year for 2018, John Devine

Town of Bolton Expenditure Report and FY 2019/20 Proposed Budget													
	A	B	C	D	E	F	G	H	I	J	K	L	
1													
2													
3													
4	Town Administration												
5	Personnel												
6	Clerk/Treasurer Wages	\$75,300	\$77,993	\$78,482	\$76,230	\$78,753	\$78,769	\$77,664	\$80,313	\$82,772	\$2,459	3.1%	
7	DRB/Planning Assistant	\$6,000	\$3,286	\$4,390	\$1,776	\$9,568	\$2,398	\$2,487	\$4,880	\$0	(\$4,880)	-100.0%	
8	Zoning Administrator Wages	\$10,500	\$6,009	\$10,975	\$7,504	\$9,568	\$8,073	\$7,195	\$9,759	\$25,085	\$15,326	157.0%	
9	Board Clerk	\$0	\$0	\$0	\$0	\$1,575	\$503	\$168	\$1,575	\$1,620	\$45	2.9%	
10	Assessor Assistant Wages	\$2,000	\$610	\$1,250	\$281	\$750	\$331	\$407	\$630	\$550	(\$80)	-12.7%	
11	PTO Pay Out	\$0	\$0	\$0	\$0	\$2,316	\$0	\$0	\$3,349	\$3,447	\$98	2.9%	
12	Social Security	\$7,400	\$7,407	\$7,945	\$7,991	\$8,849	\$7,961	\$7,786	\$8,454	\$9,446	\$992	11.7%	
13	Retirement	\$3,700	\$3,856	\$4,343	\$4,226	\$4,094	\$4,565	\$4,216	\$4,715	\$4,963	\$248	5.3%	
14	Health Insurance	\$0	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$6,667	\$10,000	\$10,000	\$0	0.0%	
15	Dental Coverage	\$1,300	\$1,394	\$1,500	\$1,187	\$1,400	\$1,238	\$1,273	\$1,246	\$1,286	\$40	3.2%	
16	Worker's Comp Insurance	\$550	\$305	\$587	\$426	\$676	\$751	\$494	\$767	\$625	(\$142)	-18.5%	
17	Unemployment Insurance	\$600	\$480	\$550	\$331	\$645	\$125	\$312	\$350	\$375	\$25	7.1%	
18	Disability Insurance					\$0	\$0	\$0	\$362	\$377	\$15	4.1%	
19	Training	\$500	\$555	\$500	\$665	\$650	\$350	\$523	\$650	\$500	(\$150)	-23.1%	
20	Select Board Stipends	\$1,500	\$1,370	\$1,875	\$1,980	\$2,275	\$2,048	\$1,799	\$3,275	\$3,250	(\$25)	-0.8%	
21	Constable Stipend	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$250	\$250	\$0	0.0%	
22	Animal Officer Stipends								\$500	\$500	\$0	0.0%	
23	Health Officer Stipend	\$0	\$0	\$0	\$0	\$250	\$250	\$83	\$250	\$250	\$0	0.0%	
24	BCA/BTA Stipend	\$500	\$420	\$540	\$680	\$540	\$450	\$517	\$600	\$600	\$0	0.0%	
25	Board Stipends	\$0	\$0	\$0	\$0	\$2,100	\$1,400	\$467	\$2,040	\$1,800	(\$240)	-11.8%	
26	Town Office												
27	Heating Fuel	\$2,000	\$384	\$1,500	\$1,353	\$1,500	\$247	\$661	\$1,000	\$1,000	\$0	0.0%	
28	Electricity	\$2,000	\$1,376	\$1,750	\$1,221	\$1,750	\$1,181	\$1,259	\$1,750	\$1,350	(\$400)	-22.9%	
29	Trash Removal	\$300	\$312	\$320	\$360	\$350	\$360	\$344	\$360	\$371	\$11	3.1%	
30	Building Maintenance/Repairs	\$2,300	\$1,077	\$2,500	\$1,839	\$2,500	\$2,093	\$1,670	\$2,500	\$2,500	\$0	0.0%	
31	Office Operating Expenses	\$6,900	\$6,978	\$6,900	\$6,896	\$6,900	\$6,620	\$6,831	\$6,900	\$6,900	\$0	0.0%	
32	Telephone/Fax/Internet	\$3,500	\$3,183	\$3,500	\$3,238	\$3,500	\$3,081	\$3,167	\$3,500	\$3,500	\$0	0.0%	
33	Copier Lease & Images	\$4,800	\$3,967	\$4,800	\$4,084	\$4,500	\$2,516	\$3,522	\$3,200	\$3,200	\$0	0.0%	
34	Meeting Expenses	\$500	\$380	\$300	\$235	\$300	\$207	\$274	\$300	\$300	\$0	0.0%	
35	Bolton Gazette	\$2,300	\$2,358	\$2,300	\$2,274	\$2,300	\$2,277	\$2,303	\$2,300	\$2,300	\$0	0.0%	
36	Postage	\$2,500	\$3,702	\$3,500	\$3,498	\$3,800	\$2,880	\$3,360	\$4,100	\$3,500	(\$600)	-14.6%	
37	Printing/Advertising	\$5,000	\$5,015	\$4,000	\$5,712	\$4,000	\$4,232	\$4,986	\$5,000	\$5,000	\$0	0.0%	
38	Land Record Archiving	\$0	\$0	\$2,000	\$1,190	\$2,000	\$1,999	\$1,063	\$3,000	\$3,000	\$0	0.0%	
39	Property Maintenance	\$2,500	\$2,161	\$2,500	\$2,100	\$2,500	\$2,014	\$2,092	\$2,500	\$2,500	\$0	0.0%	
40	Property & Casualty Insurance	\$7,000	\$5,926	\$8,800	\$8,643	\$8,900	\$7,688	\$7,419	\$6,778	\$6,350	(\$428)	-6.3%	
41	Cemetery Care	\$3,800	\$4,365	\$4,200	\$3,698	\$4,200	\$3,500	\$3,854	\$4,200	\$4,000	(\$200)	-4.8%	
42	Office/Computer Equipment	\$1,500	\$1,434	\$2,000	\$2,873	\$2,000	\$2,000	\$2,102	\$2,000	\$2,400	\$400	20.0%	
43	Computer Tech Support	\$3,300	\$3,300	\$2,200	\$2,100	\$2,200	\$708	\$2,036	\$2,200	\$7,775	\$5,575	253.4%	

	A	B	C	D	E	F	G	H	I	J	K	L
44	NEMRC	\$2,000	\$1,990	\$2,000	\$2,049	\$2,000	\$2,110	\$ 2,050	\$2,100	\$2,100	\$0	0.0%
45	Web Page Expenses	\$500	\$83	\$500	\$0	\$250	\$0	\$ 28	\$250	\$100	(\$150)	-60.0%
46	Election Expenses	\$1,500	\$1,732	\$3,500	\$3,668	\$1,750	\$1,147	\$ 2,182	\$3,500	\$1,500	(\$2,000)	-57.1%
47	Constable Expenses	\$300	\$35	\$300	\$207	\$250	\$274	\$ 172	\$250	\$250	\$0	0.0%
48	Assessor Expenses	\$500	\$809	\$500	\$490	\$900	\$297	\$ 532	\$900	\$700	(\$200)	-22.2%
49	Zoning/Health Officer Expenses	\$0	\$0	\$200	\$0	\$200	\$0	\$ -	\$200	\$200	\$0	0.0%
50	Recreation Fund	\$0	\$0	\$0	\$0	\$500	\$333	\$ 111	\$500	\$750	\$250	50.0%
51	Conservation Commission	\$500	\$460	\$500	\$361	\$600	\$665	\$ 495	\$600	\$600	\$0	0.0%
52	Planning Commission	\$3,000	\$2,680	\$3,000	\$2,992	\$3,000	\$1,418	\$ 2,363	\$3,000	\$3,000	\$0	0.0%
53	Development Review Board	\$0	\$0	\$250	\$0	\$250	\$250	\$ 83	\$1,150	\$250	(\$900)	-78.3%
54	BOLL	\$0	\$34	\$0	\$0	\$0	\$0	\$ 11	\$0	\$0	\$0	NA
55	Taxes, Fees											
56	Memberships Fees	\$3,950	\$3,950	\$4,025	\$3,904	\$4,025	\$3,916	\$ 3,923	\$3,901	\$4,005	\$104	2.7%
57	County Tax	\$6,100	\$5,774	\$6,280	\$6,098	\$6,280	\$5,890	\$ 5,921	\$6,167	\$5,950	(\$217)	-3.5%
58	Fees (bank & state)	\$1,300	\$1,167	\$1,300	\$1,410	\$1,300	\$735	\$ 1,104	\$1,400	\$1,250	(\$150)	-10.7%
59	Contracted Services											
60	Legal Services	\$12,000	\$19,422	\$17,000	\$21,756	\$20,000	\$16,861	\$ 19,346	\$20,000	\$20,000	\$0	0.0%
61	Bookkeeping/Auditing Services	\$12,400	\$12,400	\$11,400	\$12,680	\$10,400	\$11,750	\$ 12,277	\$10,400	\$10,650	\$250	2.4%
62	Property Tax Maps	\$2,000	\$1,625	\$2,000	\$1,650	\$2,150	\$1,650	\$ 1,642	\$1,650	\$1,750	\$100	6.1%
63	Engineering Services	\$0	\$0	\$0	\$0	\$0	\$0	\$ -	\$0	\$0	\$0	NA
64	Assessor Services	\$19,500	\$19,500	\$19,500	\$16,000	\$16,000	\$16,000	\$ 17,167	\$16,000	\$16,000	\$0	0.0%
65	Richmond Rescue	\$17,000	\$17,000	\$17,510	\$17,510	\$18,120	\$18,120	\$ 17,543	\$18,660	\$19,220	\$560	3.0%
66	Speed Control Services	\$3,000	\$0	\$3,000	\$720	\$5,000	\$4,005	\$ 1,575	\$4,000	\$4,000	\$0	0.0%
67	Service Organization Allocations											
68	Chittenden Unit Special Investigations	\$1,500	\$1,500	\$1,798	\$1,798	\$2,187	\$2,187	\$ 1,828	\$2,169	\$2,159	(\$10)	-0.5%
69	Visiting Nurses Association	\$780	\$780	\$780	\$780	\$780	\$780	\$ 780	\$750	\$750	\$0	0.0%
70	Committee on Temporary Shelter	\$250	\$250	\$250	\$250	\$250	\$250	\$ 250	\$250	\$250	\$0	0.0%
71	Our Community Cares	\$200	\$200	\$250	\$250	\$250	\$250	\$ 233	\$250	\$275	\$25	10.0%
72	Steps to End Domestic Violence	\$200	\$200	\$200	\$200	\$200	\$200	\$ 200	\$275	\$275	\$0	0.0%
73	Front Porch Forum	\$0	\$0	\$50	\$50	\$50	\$50	\$ 33	\$50	\$50	\$0	0.0%
74	Waterbury Senior Center	\$0	\$0	\$0	\$0	\$200	\$200	\$ 67	\$0	\$1,000	\$1,000	NA
75	Library Card Reimbursement	\$600	\$975	\$600	\$815	\$0	\$0	\$ 597	\$0	\$0	\$0	NA
76	Town Admin Subtotal	\$249,630	\$242,669	\$273,200	\$260,728	\$284,601	\$252,653	\$252,017	\$ 283,925	\$ 300,676	\$ 16,751	5.9%
77												
78												
79	Highway Department											
80	Personnel											
81	Wages/FT	\$74,500	\$76,540	\$78,060	\$75,182	\$77,043.00	\$77,858	\$ 76,527	\$113,567.00	\$118,373.00	\$4,806	4.2%
82	Wages/OT	\$13,000	\$10,497	\$10,000	\$15,876	\$12,479.00	\$12,416	\$ 12,930	\$9,827.00	\$10,244.00	\$417	4.2%
83	Wages/PT	\$9,500	\$5,404	\$9,500	\$8,340	\$9,500.00	\$6,280	\$ 6,675	\$5,022.00	\$5,161.00	\$139	2.8%
84	Road Commissioner Stipend	\$0	\$0	\$0	\$0	\$0.00	\$0	\$ -	\$0.00	\$2,000.00	\$2,000	NA
85	PTO Pay Out	\$0	\$0	\$0	\$0	\$1,418.00	\$0	\$ -	\$2,984.00	\$3,114.00	\$130	4.4%
86	Workers Comp	\$10,200	\$6,083	\$9,450	\$8,011	\$9,232.00	\$8,436	\$ 7,510	\$12,732.00	\$9,766.00	(\$2,966)	-23.3%

	A	B	C	D	E	F	G	H	I	J	K	L
87	Unemployment Insurance	\$450	\$483	\$625	\$375	\$645.00	\$125	\$ 328	\$600.00	\$600.00	\$0	0.0%
88	Disability Insurance								\$543.00	\$630.00	\$87	16.0%
89	Social Security	\$7,500	\$7,224	\$7,475	\$8,112	\$7,954.00	\$8,324	\$ 7,887	\$10,435.00	\$10,851.00	\$416	4.0%
90	Retirement	\$3,600	\$4,168	\$3,753	\$4,624	\$4,744.00	\$4,623	\$ 4,472	\$6,208.00	\$6,631.00	\$423	6.8%
91	Health Insurance	\$25,900	\$22,292	\$27,396	\$11,704	\$13,298.00	\$11,441	\$ 15,146	\$35,038.00	\$35,530.00	\$492	1.4%
92	Dental Insurance	\$1,550	\$1,220	\$1,300	\$397	\$435.00	\$420	\$ 679	\$1,367.00	\$1,441.00	\$74	5.4%
93	Uniforms	\$1,000	\$973	\$1,000	\$919	\$1,000.00	\$997	\$ 963	\$2,000.00	\$2,000.00	\$0	0.0%
94	Training Fees and Mileage	\$500	\$351	\$500	\$366	\$500.00	\$502	\$ 406	\$1,000.00	\$1,000.00	\$0	0.0%
95	Contracted Services	\$17,000	\$225	\$10,000	\$2,879	\$8,000.00	\$9,260	\$ 4,121	\$8,000.00	\$8,000.00	\$0	0.0%
96	Town Garage											
97	Garage Operating Expenses	\$7,200	\$6,725	\$7,000	\$6,620	\$7,000.00	\$8,728	\$ 7,358	\$7,000.00	\$7,000.00	\$0	0.0%
98	Telephone	\$1,700	\$1,485	\$1,400	\$1,227	\$1,400.00	\$1,113	\$ 1,275	\$2,000.00	\$4,820.00	\$2,820	141.0%
99	Heating Fuel	\$6,500	\$3,805	\$6,200	\$5,159	\$6,200.00	\$3,244	\$ 4,069	\$3,000.00	\$3,100.00	\$100	3.3%
100	Trash Disposal	\$0	\$0	\$0	\$0	\$0.00	\$0	\$ -	\$0.00	\$0.00	\$0	NA
101	Electricity	\$2,000	\$2,144	\$2,300	\$1,715	\$2,300.00	\$2,209	\$ 2,023	\$2,100.00	\$2,100.00	\$0	0.0%
102	Building Maintenance	\$5,000	\$8,755	\$2,000	\$699	\$2,000.00	\$7,222	\$ 5,559	\$3,000.00	\$4,000.00	\$1,000	33.3%
103	Property and Casualty Insurance	\$10,352	\$8,057	\$10,750	\$10,941	\$10,850.00	\$8,871	\$ 9,290	\$7,075.00	\$6,900.00	(\$175)	-2.5%
104	Municipal Roads General Permit					\$0.00	\$0	\$ 269	\$2,640.00	\$500.00	(\$2,140)	-81.1%
105	Local Grant Match				\$808				\$0.00	\$0.00	\$0	NA
106	Equipment											
107	Tree Removal	\$0	\$0	\$0	\$0	\$0.00	\$0	\$ -	\$0.00	\$1,000.00	\$1,000	NA
108	Equip Rentals	\$2,000	\$995	\$1,000	\$918	\$1,000.00	\$110	\$ 674	\$1,000.00	\$2,500.00	\$1,500	150.0%
109	Equip Repair	\$3,500	\$533	\$3,500	\$2,342	\$3,000.00	\$144	\$ 1,006	\$2,500.00	\$600.00	(\$1,900)	-76.0%
110	Small Equip Purchase	\$500	\$592	\$600	\$672	\$2,600.00	\$347	\$ 537	\$600.00	\$4,500.00	\$3,900	650.0%
111	Safety Equip	\$500	\$268	\$500	\$455	\$500.00	\$90	\$ 271	\$500.00	\$500.00	\$0	0.0%
112	Tools	\$500	\$471	\$500	\$397	\$500.00	\$460	\$ 443	\$500.00	\$1,000.00	\$500	100.0%
113	Materials											
114	Gravel	\$20,000	\$8,268	\$25,000	\$25,000	\$20,000.00	\$14,882	\$ 16,050	\$40,000.00	\$40,000.00	\$0	0.0%
115	Sand	\$12,000	\$12,394	\$10,800	\$7,746	\$9,800.00	\$9,689	\$ 9,943	\$9,800.00	\$10,500.00	\$700	7.1%
116	Resurfacing	\$70,000	\$158,409	\$65,000	\$67,728	\$80,000.00	\$2,261	\$ 76,133	\$90,000.00	\$70,000.00	(\$20,000)	-22.2%
117	Cold Patch	\$500	\$227	\$500	\$140	\$500.00	\$656	\$ 341	\$800.00	\$800.00	\$0	0.0%
118	Erosion Control	\$2,000	\$150	\$2,000	\$602	\$2,000.00	\$802	\$ 518	\$2,000.00	\$1,000.00	(\$1,000)	-50.0%
119	Stone Lining								\$10,000.00	\$10,000.00	\$0	0.0%
120	Culverts	\$5,000	\$16,294	\$8,000	\$0	\$9,000.00	\$5,880	\$ 7,391	\$9,000.00	\$6,000.00	(\$3,000)	-33.3%
121	Road Signs	\$2,000	\$813	\$1,750	\$0	\$2,000.00	\$2,650	\$ 1,154	\$2,000.00	\$2,000.00	\$0	0.0%
122	Chloride	\$2,000	\$0	\$1,000	\$0	\$500.00	\$0	\$ -	\$500.00	\$1,000.00	\$500	100.0%
123	Salt	\$41,000	\$35,220	\$40,000	\$45,910	\$40,000.00	\$42,655	\$ 41,262	\$42,000.00	\$48,000.00	\$6,000	14.3%
124	Road Repair (Non FEMA, BV & Thacher)				\$5,050	\$0.00	\$14,005	\$ 6,352	\$0.00	\$0.00	\$0	NA
125	Vehicles											
126	2001 International	\$3,000	\$914	\$0	\$0	\$0.00	\$0	\$ 305	\$0.00	\$0.00	\$0	NA
127	2005 International	\$5,000	\$6,030	\$6,000	\$15,699	\$4,000.00	\$0	\$ 7,243	\$0.00	\$0.00	\$0	NA
128	2013 Dodge	\$1,500	\$1,901	\$2,500	\$3,554	\$2,500.00	\$6,593	\$ 4,016	\$3,500.00	\$4,000.00	\$500	14.3%
129	2018 Loader	\$1,000	\$2,046	\$2,000	\$2,962	\$4,000.00	\$324	\$ 1,777	\$500.00	\$100.00	(\$400)	-80.0%

	A	B	C	D	E	F	G	H	I	J	K	L
130	2008 International	\$6,000	\$2,253	\$0	\$0	\$0.00	\$0	\$ 751	\$0.00	\$0.00	\$0	NA
131	2017 International A	\$0	\$511	\$1,000	\$2,864	\$1,000.00	\$1,380	\$ 1,585	\$1,000.00	\$1,500.00	\$500	50.0%
132	2017 International B					\$0.00	\$978		\$1,000.00	\$1,000.00	\$0	0.0%
133	1999 Grader	\$1,500	\$3,439	\$2,500	\$1,537	\$3,000.00	\$12,249	\$ 5,742	\$3,000.00	\$5,000.00	\$2,000	66.7%
134	IMT Roadside Mower	\$0	\$322	\$500	\$292	\$500.00	\$650	\$ 421	\$500.00	\$2,500.00	\$2,000	400.0%
135	Fuel	\$27,000	\$14,916	\$27,000	\$20,213	\$25,000.00	\$23,026	\$ 19,385	\$25,000.00	\$25,000.00	\$0	0.0%
136	Oil/Lube	\$1,500	\$1,347	\$2,000	\$688	\$1,500.00	\$1,142	\$ 1,059	\$2,000.00	\$3,000.00	\$1,000	50.0%
137	Tires	\$4,500	\$2,415	\$4,500	\$4,661	\$3,500.00	\$2,628	\$ 3,235	\$3,500.00	\$3,500.00	\$0	0.0%
138	Cutting Edges	\$3,500	\$3,339	\$4,500	\$4,509	\$4,300.00	\$6,574	\$ 4,807	\$5,200.00	\$5,000.00	(\$200)	-3.8%
139	Highway Dept Subtotal	\$413,452	\$440,498	\$401,359	\$377,894	\$396,698.00	\$322,244	\$ 380,212	\$492,538	\$493,761	\$1,223	0.2%
140												
		FY 15/16	FY 16/17	FY 17/18	AVG	FY 18/19	FY 19/20	FY 19/20	FY 19/20	FY 19/20	FY 19/20	FY 19/20
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Change (\$)	% Change
141	Fire Department											
142	Personnel											
143	Fire Chief Stipend	\$1,200	\$1,200	\$1,500	\$1,500	\$2,000	\$2,000	\$ 1,567	\$2,000	\$2,000	\$0	0.0%
144	Volunteer Training Stipends	\$7,000	\$7,000	\$8,000	\$8,000	\$8,000	\$8,000	\$ 7,667	\$8,000	\$8,000	\$0	0.0%
145	Training Fees and Mileage	\$1,500	\$420	\$1,500	\$1,593	\$1,500	\$1,109	\$ 1,041	\$1,500	\$1,500	\$0	0.0%
146	Turnout Gear	\$4,000	\$1,850	\$4,000	\$4,058	\$4,000	\$4,403	\$ 3,437	\$4,500	\$4,500	\$0	0.0%
147	General Operations											
148	General Operations	\$10,000	\$5,156	\$7,000	\$6,499	\$7,000	\$6,944	\$ 6,200	\$7,000	\$7,000	\$0	0.0%
149	Property and Casualty Insurance	\$13,000	\$12,374	\$11,000	\$12,205	\$11,000	\$11,495	\$ 12,025	\$11,500	\$14,150	\$2,650	23.0%
150	Workman's Comp Insurance	\$0	\$1,079	\$500	\$1,409	\$1,493	\$2,129	\$ 1,539	\$1,493	\$1,075	(\$418)	-28.0%
151	Telephone/Internet	\$3,600	\$4,167	\$4,750	\$4,477	\$4,250	\$4,007	\$ 4,217	\$4,250	\$4,250	\$0	0.0%
152	Mutual Aid Dues	\$300	\$0	\$300	\$0	\$300	\$0	\$ -	\$300	\$150	(\$150)	-50.0%
153	Dispatch Services	\$4,500	\$3,368	\$4,200	\$3,441	\$4,500	\$3,891	\$ 3,567	\$4,000	\$4,000	\$0	0.0%
154	Fire Station											
155	Building Maintenance/Repair	\$1,500	\$2,234	\$1,500	\$1,519	\$1,500	\$3,459	\$ 2,404	\$2,000	\$2,000	\$0	0.0%
156	Heating Fuel	\$7,000	\$5,196	\$7,000	\$5,791	\$6,500	\$3,930	\$ 4,972	\$3,700	\$4,200	\$500	13.5%
157	Electricity	\$2,000	\$2,009	\$2,000	\$2,044	\$2,000	\$2,071	\$ 2,041	\$2,100	\$2,100	\$0	0.0%
158	Trash Removal	\$0	\$0	\$0	\$0	\$0	\$0	\$ -	\$0	\$0	\$0	NA
159	Equipment											
160	Communications/Radio Equipment	\$500	\$265	\$500	\$319	\$500	\$153	\$ 246	\$500	\$650	\$150	30.0%
161	Small Equipment/Tools	\$5,500	\$3,277	\$6,000	\$5,995	\$6,000	\$5,258	\$ 4,843	\$6,000	\$6,000	\$0	0.0%
162	Equipment Repair	\$1,000	\$562	\$1,500	\$107	\$1,300	\$1,717	\$ 795	\$1,300	\$1,300	\$0	0.0%
163	Equipment Testing					\$2,000	\$0	\$ -	\$2,000	\$3,000	\$1,000	50.0%
164	Vehicles											
165	Vehicle Maintenance/Repair	\$4,500	\$3,951	\$5,000	\$8,503	\$6,000	\$10,175	\$ 7,543	\$6,500	\$6,500	\$0	0.0%
166	Vehicle Operation	\$300	\$206	\$450	\$402	\$750	\$312	\$ 307	\$750	\$500	(\$250)	-33.3%
167	Fire Dept Subtotal	\$67,400	\$54,314	\$66,700	\$67,862	\$70,593	\$71,053	\$ 64,410	\$ 69,393	\$ 72,875	\$ 3,482	5.0%
168												
169												
		FY 15/16	FY 16/17	FY 17/18	AVG	FY 18/19	FY 19/20	FY 19/20	FY 19/20	FY 19/20	FY 19/20	FY 19/20
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Change (\$)	% Change
170	Debt Service Payments											
171	Debt Service Payments											

	A	B	C	D	E	F	G	H	I	J	K	L
172	Town Office Construction/Principal	\$19,242	\$19,241	\$19,242	\$19,242	\$19,242	\$19,242	\$19,242	\$0	\$0	\$0	NA
173	Town Office Construction/Interest	\$1,720	\$1,710	\$849	\$849	\$424	\$411	\$990	\$0	\$0	\$0	NA
174	Notch Road Reconstruction/Principal	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$0	0.0%
175	Notch Road Reconstruction/Interest	\$7,200	\$5,021	\$4,700	\$4,107	\$3,250	\$3,154	\$4,094	\$2,240	\$1,095	(\$1,145)	-51.1%
176	Fire Truck/Principal	\$19,425	\$19,425	\$19,425	\$16,257	\$0	\$0	\$11,894	\$0	\$10,693	\$10,693	NA
177	Fire Truck/Interest	\$857	\$753	\$428	\$308	\$0	\$0	\$354	\$0	\$3,573	\$3,573	NA
178	Fire Station Renovation/Principal	\$14,286	\$14,286	\$14,286	\$14,286	\$14,286	\$14,286	\$14,286	\$14,286	\$14,286	\$0	0.0%
179	Fire Station Renovation/Interest	\$6,715	\$6,715	\$6,251	\$6,674	\$6,251	\$6,237	\$6,542	\$5,834	\$5,417	(\$417)	-7.1%
180	2017 International Truck A Lease Paym	\$0	\$0	\$14,425	\$14,425	\$14,425	\$14,425	\$9,617	\$14,425	\$14,425	\$0	0.0%
181	2017 International Truck B Principal								\$14,000	\$14,000	\$0	0.0%
182	2017 International Truck B Interest								\$1,748	\$1,176	(\$572)	-32.7%
183	2018 Bucket Loader Principal								\$0	\$6,233	\$6,233	NA
184	2018 Bucket Loader Interest								\$0	\$2,206	\$2,206	NA
185	Debt Service Subtotal	\$109,445	\$107,151	\$119,606	\$116,148	\$97,878	\$97,755	\$107,018	\$92,533	\$113,104	\$20,571	22.2%
186												
187	Reserve Fund Contributions											
188	Town Office Capital Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000	\$2,500	\$1,500	150.0%
189	Planning Project Fund	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$0	0.0%
190	Highway Garage Reserve Fund	\$10,000	\$10,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,667	\$8,000	\$8,000	\$0	0.0%
191	Highway Equipment Reserve Fund	\$35,000	\$35,000	\$35,000	\$35,000	\$43,638	\$43,638	\$37,879	\$32,000	\$21,567	(\$10,433)	-32.6%
192	Highway Guardrails	\$5,000	\$5,000	\$2,500	\$2,500	\$2,500	\$2,500	\$3,333	\$2,500	\$2,500	\$0	0.0%
193	Fire Station Reserve Fund	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$0	0.0%
194	Fire Equipment Reserve Fund	\$2,000	\$2,000	\$15,000	\$15,000	\$27,640	\$27,640	\$14,880	\$21,000	\$14,376	(\$6,624)	-31.5%
195	Reserve Fund Subtotal	\$58,500	\$58,500	\$67,000	\$67,000	\$88,278	\$88,278	\$71,259	\$71,000	\$55,443	(\$15,557)	-21.9%
196												
197												
198	TOTAL	\$898,427	\$903,132	\$927,865	\$889,632	\$938,048	\$831,983	\$874,915	\$1,009,389	\$1,035,859	\$26,470	2.6%

TOWN OF BOLTON RESERVE FUND SPREADSHEET

ACCOUNT		D (1)	E (2)	I (3)	Description	Accumulative FY 17-18
HIGHWAY ACCOUNTS						
Bridge Repair	-					-
Highway Equip	96,286.85	43,638.00				139,924.85
Culvert Repair	-					-
Highway Repairs	-					-
Highway Buildings	40,508.26	8,000.00				48,508.26
Resurfacing/Guardrails	12,955.13	2,500.00				15,455.13
Notch Road Repairs	25,367.55					25,367.55
Road Cut Bond Checks	4,525.46					4,525.46
FEMA		-				-
	-					-
FIRE ACCOUNTS						
FD Equipment	59,741.53	27,640.00				87,381.53
FD-Building	10,037.84	2,500.00				12,537.84
FD-Hose	1,502.71					1,502.71
FD Insurance	-					-
GENERAL ACCOUNTS						
						-
Restoration	3,874.53	1,496.70				5,371.23
Scholarship	3,167.56		1,300.00			1,867.56
Land Conservation	24,191.66	6,214.75				30,406.41
Hardship Fund	1,099.74					1,099.74
Emberley Fund	1,822.79					1,822.79
Planning Reserve Fund	7,760.00	4,000.00				11,760.00
						-
MISC ACCOUNTS						
	-					-
						-
						-
						-
Ytd Interest						2,027.87
	292,841.61	95,989.45	1,300.00	-		389,558.93
		17-18 Deposits	17 - 18 Expenses			

TOWN OF BOLTON

TAX RATE INFORMATION

FY	Non-Resident Education Rate	Resident Education Rate	Municipal	MMU Accrual	Conservation	Library	Total	Town Budget	Annual Taxes per \$1,00,00 of Value
04-05	\$2.044	\$1.93	.79	.02	.01		\$2.864 (non) \$2.750 (resident)	\$608,950	\$2,864 \$2,750
05-06	\$2.0558	\$2.0025	.79		.01		\$2.8558 (non) \$2.8025 (resident)	\$610,050	\$2,855.80 \$2,8025
06-07*	\$1.15	\$1.14	.45		.01		\$1.61 (non) \$1.60 (resident)	\$652,900	\$1,610 \$1,600
07-08	\$1.2738	\$1.22	.48		.0025		\$1.7563 (non) \$1.7025 (resident)	\$672,900	\$1,756.30 \$1,702.50
08-09	\$1.3325	\$1.2454	.5382		.0025		\$1.8732 (non) \$1.7861 (resident)	\$700,845	\$1,873.20 \$1,786.10
09-10	\$1.4345	\$1.3571	.5262				\$1.9607 (non) \$1.8833 (resident)	\$716,750	\$1,960.70 \$1,883.30
10-11	\$1.4873	\$1.4758	.52				\$2.0073 (non) \$1.9958 (resident)	\$696,450	\$2,007.30 \$1,995.80
11-12*	\$1.3674	\$1.3487	.45				\$1.8174 (non) \$1.7987 (resident)	\$744,700	\$1,858.80 \$1,798.70
12-13	\$1.386	\$1.3906	.4730			.0012	\$1.8588 (non) \$1.8648 (resident)	\$772,500	\$1,860.20 \$1,864.80
13-14	\$1.4366	\$1.5501	.52		.0025		\$1.9566 (non) \$2.0701 (resident)	\$802,600	\$1,959.10 \$2,072.60
14-15	\$1.5048	\$1.7046	.53		.0025		\$2.0348 (non) \$2.2346 (resident)	\$847,900	\$2,037.30 \$2,237.10
15-16	\$1.4965	\$1.5895	.54				\$2.0365 (non) \$2.1295 (resident)	\$893,927	\$2,036.50 \$2,129.50
16-17*	\$1.5895	\$1.0639	.5979		.0025		\$2.1899 (non) \$2.2043 (resident)	\$927,490	\$2,189.90 \$2,204.30
17-18	\$1.5496	\$1.4922	.5905		.0025		\$2.1426 (non) \$2.200852 (resident)	\$936,048	\$2,142.60 \$2,085.20
18-19	\$1.5862	\$1.4950	.6469		.0025		\$2.2356 (non) \$2.1474 (resident)	\$1,009,389	\$2,2356 \$2,1474

*Rappraisal completion year

Revised 07/31/18

TOWN OF BOLTON

Reports • Letters • Policies

Animal Control Officer

Bolton's Own Little Libraries

Capital Planning Committee

Clerk and Treasurer

Conservation Commission

Constable

Delinquent Tax Collection Policy

Development Review Board

Economic Resource Committee

Energy Committee

Fire Warden (burning permits)

Highway Foreman

Planning Commission

Planning & Zoning Administrator

Select Board

Tax Payment Policy

Vital Records

Volunteer Fire Department



Potluck Dinner 2018

AMINAL CONTROL

Animal Control Officers Jeffrey Leete and Rob Mullen

Bolton's Animal Control Officers (ACO) had a busy year, but before elaborating on that please allow me to introduce myself and Rob; I live in the center of town and Rob lives in West Bolton. What is truly unique is to have two ACOs in a town. The town found this very beneficial as we can cover for each other when one of us is unavailable. Additionally having the two ACOs working together also helped in potentially confrontational settings (animal seizures).

Some of the activities this year included responding to numerous noise/nuisance complaints, dog bites, a vicious dog hearing, animal welfare checks, two animals seized, and working with Florida Animal Control/ Nation Wide Chip Service to help identify animals in town.

We both take a great deal of pride in our roles and this is evident from the feedback the town receives. Here is just one example from 2018: earlier this winter (black ice and 10°) there was a multi-vehicle collision on I-89, which caused two dogs to be ejected from one of the vehicles. One dog was immediately recovered, while the second dog was nowhere to be found. The dogs' owners were injured and needed to be transported via ambulance for medical treatment. One ACO went to the interstate to take possession of one dog while the other ACO traveled RT 2 in search of the missing dog. Over an hour later, the second dog was located (she had been picked up by a bystander) and was given to the ACO. Once both dogs were recovered, one of the ACOs took both dogs home to take care of them overnight. The animals were united with their owners the next day, and the owners were extremely grateful for their dogs' care.

Please remember to register your dogs by April 1st, and to keep their animal vaccinations up to date.

Respectfully submitted,

Jeffrey Leete



*Animal Control Officer
assistant - Ember*

BOLTON'S OWN LITTLE LIBRARIES

It's been another year of reading and book exchanges at our Bolton's Own Little Libraries (BOLL). This is our third year with no new little library boxes in Town; this year our volunteers have once again 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 come by to see what's available. There's no due date or late fees ever-- just pop it back in a BOLL box when you're finished.

This year we relocated our extra overflow books to the Town Office and a few BOLL members' houses, thereby closing down the BOLL book storage that was in the back room of the Jonseville Post Office. A small group of us also did a fabulous refresh of the paint on the BOLL at Fernwood Manor. If you see a BOLL box in need of repairs, a refresh, or more books; please don't hesitate to let us know.



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, 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 always welcome new volunteers to help rotate the books 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 or at 999-2196.

Thank you to the Richmond Free Library for donations and to Steve Madden, librarian at Camel's Hump Middle School, for inspiring our BOLLs back in the beginning !

Bolton: the place to be
Own your curiosity
Love a story
Love to learn. They are free!

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

CAPITAL PLANNING COMMITTEE

The Capital Planning Committee (CPC) was established by the Select Board in 2015, and meets as needed, to develop a long-term “capital improvement program” (CIP) for the town, and to recommend annual capital purchases, associated financing and capital reserve fund contributions for Select Board and voter approval. The town’s “capital assets” include town facilities and any equipment that costs \$5,000 or more and has a life of more than one year. These include the town garage, town office, fire station and town land, and highway and fire department trucks and equipment. Overall, the intent is to plan, schedule and separately budget for “big ticket” items in relation to the town’s ability to pay – through savings (capital reserve funds), financing (debt service) or other sources of revenue (e.g., state assistance, grants) – to help level out capital costs and maintain a stable tax rate from year to year.

Since its inception, the goals of the CPC are to:

- Establish and maintain a regular equipment replacement schedule for highway and fire department equipment.
- Maintain capital reserve fund balances enough to cover up to 50% of anticipated equipment purchases, and 100% of required match amounts for grant-funded equipment or capital improvements.
- Limit debt service (loan or lease payments) to 10-12% of the town’s annual operating budget.
- Maintain a balance between annual debt service payments and reserve fund contributions under the town’s operating budget – when debt service payments go up, reserve fund contributions go down.
- Identify and budget for needed improvements to town facilities.

Until recently the CPC focused largely on much needed, previously delayed equipment replacements, including the purchase of two new plow trucks, and most recently a new front-end loader and a mini-pumper, as approved by voters last March. The 10-year note on our town office was also paid off last year. The CPC recommended an assessment of the town garage this year (FY19). For the coming year (FY20) the CPC has recommended replacing the town’s 1-ton work truck, to be financed 50% from the Highway Equipment Reserve Fund, and the remainder through a 5-year loan or lease-to-own agreement. Given our anticipated debt service for recent equipment purchases, in FY20 we’ve also recommended a slight decrease in annual reserve fund contributions, as reflected in the proposed operating budget.

The Select Board this year asked the CPC to also incorporate highway projects in the town’s capital improvement planning – to include stormwater management projects required to comply with our Municipal Roads General Permit (MRGP), and to establish a long-term improvement program for all town roads. The cost of required stormwater improvements will be covered largely through state grants, which require a local match (up to 20%). As a result, the CPC has recommended that the town’s existing highway reserve funds (paving, guardrails, reconstruction) be consolidated into one highway reserve fund for all planned highway improvements, and that going forward, the budget include annual reserve fund allocations to help finance scheduled improvements.

For FY 20, the CPC has recommended seeking voter approval to transfer available unspent general funds (highway project and grant reimbursements) for the following:

- \$35,000 to the Highway Reserve Fund as the local match for a \$175,000 state grant to repave a portion of the Bolton Valley Access Road

- \$10,000 to the Highway Equipment Reserve Fund to fund requested highway equipment not included in the capital program (e.g., work truck modifications, portable traffic lights)
- \$5,200 to the Fire Department Equipment Reserve Fund as the local match for a \$90,000 federal grant to replace the department's air packs.
- Remaining available funds under the town's adopted Fund Policy (to be determined) to go to the Highway Reserve Fund for future highway projects.

I'd like to thank both previous members of the CPC – Ray Atwood, Pete Siegel, John Devine and Linda Baker– and our current members –former Chair Joss Besse, Jen Dudley-Gaillard, Steve Barner and Tony Barbagallo – for their many contributions to a still evolving, sometimes challenging effort to help Bolton stay on firm and affordable fiscal footing for many years to come.

Respectfully Submitted,

Sharon Murray

CPC Chair



Luke Ingram, Tree Warden

TOWN CLERK & TREASURER LETTER

Town Meeting:

Town Meeting will be held on Monday, March 4, 2019, 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 – 7, which includes the town budget under Article 2, and appropriation of uncommitted general funds under Article 5 will be transacted from the floor.



Amy Grover and Carol Devlin, Town Clerk & Assistant Town Clerk

Articles 8 – 10, (Election of Officers, Conservation Fund $\frac{1}{4}$ cent, Highway Department class 4 or 5, medium duty work truck) will be voted by Australian ballot on Tuesday, March 5, 2019.

Finances:

- **Audit:** The FY 17-18 audit was successfully completed in January 2019. The complete audit will be posted on the town's website: www.boltonvt.com
- **Reserve Fund:** As of June 30, 2018, the Reserve Fund balance stood at \$389,558.93 and includes \$88,278 deposited as allocated in the FY 17-18 budget, but does not include the voter approved appropriation of \$201,231 in uncommitted general funds to reserve funds. This transfer was completed in August 2018, FY 18-19. 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 19-20, the Select Board, Capital Planning Committee & town staff again carefully reviewed expenditures, averages, and identified outliers to accurately reflect realistic anticipated expenditures for FY 19-20. While there were reductions in several line items, there were also increases in others and every effort was made to keep those increases to the absolute minimum. To the best of our ability and knowledge, the proposed FY 19-20 municipal budget of \$1,035,859 accurately reflects the cost of running the Town of Bolton.
- **Debt:** The town's debt service of \$113,104 accounts for approximately 10.91% of the proposed municipal budget.

Voter Checklist and Elections:

The town registered 131 new voters in 2018, and the checklist (as of 1/15/2018) stands at 985 voters, with 85 challenged voters.

- Many thanks to the Board of Civil Authority and volunteers who assist at elections. Running the 2018 Town Meeting, August Primary, and November General Elections would have been impossible without your help.

- Town Meeting 2018 saw 240 voters out of 1026 registered voters participate; 23%. The August Primary saw 213 voters out of 1,037 registered voters participate; 20%. The November General Election saw 637 voters out of 1,077 registered voters participate; 59%. I especially appreciated and agreed with a comment made by a Board of Civil Authority member during the November 2018 Election. Folks coming in to vote had been stating how critical it was to get out and vote in that election, to which she replied “No, it is critical to get out and vote in EVERY election - all of the elections prior to this election, and all of the elections to come!”

Town Records:

- During the 2017 calendar year, 420 documents totaling 1,404 pages were recorded in the Land Records.
- We continue to work on archiving our Town Records, and are continuing the lengthy process of fully inventorying town records that were previously stored off-site at Smilie School (now stored on site at the Town Office). The inventory process to identify critical records which should be preserved and archived is very time consuming, and will continue until it is completed.
- In addition:
 - Town Reports from 1927 through 2017 were bound in book form, per Vermont Statue. We appreciate the wonderful work done by Kofile in Essex VT who bound our town reports.
 - A 1907 linen town map was preserved and conserved, again by Kofile, and is now safely and appropriately stored in the vault.
 - Inventories of the Vital Records have been completed, which identified misfiled cards, missing cards (critical to researchers) and updated all indexes.
 - We have started the process of developing a disaster management plan for the records in our care.

Dog Licensing:

There were 149 dogs registered in 2018 (down 8 dogs from 2017).

- 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: license fees for 2019 are 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. They should be contacted for any domestic animal complaints. Please see the website for contact information: <http://boltonvt.com/contact-us/>

Grand List:

- The 2018 Grand List shows a total of 780 taxable parcels with a total municipal value of \$1,287,268.
- 2018 Equalization Study Results: Common Level of Appraisal (CLA) 1%, 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). Please note, the town has a "Notarial Services Policy." We do not notarize wills, mortgages, deeds, divorce documents or custody papers, and we do not notarize copies of documents such as driver licenses, passports diplomas, etc.
- Sale of Green Mountain Passports (\$2)
- Voter registration (no charge)

As always I want to recognize and thank all of our town employees, town boards, and volunteers who all contribute to our community. The variety of tasks and projects undertaken by our staff and volunteers is incredibly varied, and most often, incredibly time consuming. Please take the time to read their reports! There are several volunteer opportunities to serve our town – reviewing the reports or attending a meeting or two may lead you to be interested in serving. A small town like Bolton truly depends on all of you to keep our town operating smoothly and efficiently, and you all make a difference for Bolton, thank you! A special thank you to Josh Arneson and Gene Armstrong for their many years of service to our town as members of the Select Board, and a gigantic thank you to Carol Devlin, Assistant Town Clerk & Treasurer, for her consistently outstanding work, help and support.



Bolton Gazette Columnist Phoebe

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

CONSERVATION COMMISSION

The role of the Conservation Commission (CC) is to promote stewardship of natural and cultural resources in Bolton and to advise the Select Board (SB), Planning Commission (PC), Development Review Board (DRB) and other town groups as needed on matters relating to the environment. The current membership of the CC has diverse backgrounds with some expertise in the fields of ecology and natural resources; we draw upon professionals in the public and private sectors to assist our efforts. The CC typically convenes on the third Monday of every month but August at 6:00 in the Town Office. We welcome interested citizens at our meetings.

The Conservation Commission wound up 2018 with four members: Amy Ludwin (Chair), Steve McLeod, Jerry Mullen (Vice Chair) and Virginia Haviland. Ali Kosiba resigned in the fall both from the CC and her position as Steward of the Preston Pond Conservation Area (PPCA). We miss her deep knowledge of forestry and her willingness to pitch in. The

CC appreciates her years of service and wishes her well in all her endeavors! Late in the year we heard the sad news that former CC member Gary Urban had passed away. Gary was a thoughtful and enthusiastic member of the CC and we know he will be missed by all who knew him. Our heartfelt sympathies go out to all of Gary's friends and family. Paula Gervia continues in her role as clerk and we are especially thankful for her note-taking. In February Heather Furman was appointed to a new position in Bolton as Steward of the Sara Holbrook Parcel. Welcome Heather! She is putting her experience building trails to good use as she plans an additional trail looping off the main path from Rt 2 to the Long Trail bridge. Rob Mullen stepped into the PPCA Steward position when Ali resigned, thanks Rob! Rob has a life-long personal knowledge of that area along with other wilderness expertise that will serve the town well.

The CC is currently welcoming new members; contact us through the town office or website if you would like to help inform conservation issues in your town.

At the start of 2018 the CC finished up a few items on the town plan to do list, investigated local wildlife corridors and habitat connectivity with Jens Hilke from Vermont Fish and Wildlife and recommended Heather Furman for the new position of Sara Holbrook Parcel Steward. A Bolton Hunter Safety Class, originally planned for April, was postponed to late October. It was held at the Bolton Fire Station with the field portion of the event taking place in a private gravel pit. John Pellegrini, Hunter Education Coordinator for Fish and Wildlife, was very pleased with the class which was well attended and may become an annual event.

This has been a busy year in the PPCA. Forest management in accordance with the PPCA's Forest Management Plan commenced in early 2018, with Bolton logger Kyle Pratt cutting sawlogs and firewood marked by Chittenden County Forester Ethan Tapper. Twenty Bolton residents were the recipients of some of this firewood, each receiving 3 cords of log-length wood. Forest management performed by Kyle and administered by Ethan continues this year with additional Bolton residents receiving firewood. In addition to improving wildlife habitat, releasing healthy trees and capturing value in mature and declining trees (among other goals), a major goal for this timber harvest is to demonstrate responsible forestry and to showcase the ben-



Conservation Commission: Virginia Haviland, Amy Ludwin, Chair, Jerry Mullen, missing from picture Steve McLeod



Preston Pond

efits of local renewable resource production and Vermont's working landscape. We encourage all Bolton residents to engage with and ask questions about this work and to attend public walks. Stay tuned to Front Porch Forum, the Bolton Gazette and the Bolton Conservation Commission for details on upcoming forestry walks at PPCA .

A boundary line assessment of the PPCA was conducted by Ethan with help from an Americorps volunteer from the Vermont Land Trust and from Bolton resident Chris Haggerty, who generously allowed us to use his metal detector to locate old barbed wire and metal pins. Boundaries were subsequently repainted in the north, northwest, and southwest of the property. The surveying of missing boundary lines was put out to bid, and engineering company VHB was hired to do the work which should be completed this year.

Mid-year the back portion of Libby's Look Trail was rerouted and is much drier. This brought all of the PPCA trails onto town owned land with the exception of where the VAST trail crosses land owned by Andrew Churchill. A big thank you

goes to Andrew for his ongoing permission for the town and VAST to cross his parcel. There was a request to sugar in the PPCA from an abutting landowner. After some investigation this request was not approved at this time. Notch Rd parking improvements are in the works and will occur over the next three years. Improvements include raising and enlarging the parking area which will allow for winter plowing and more parking, as well as improvements to visibility while entering and exiting.

The Emerald Ash Borer (EAB) is still on the watch list and has been found in nearby counties, most recently Grand Isle. Tree Steward Luke Ingram plans a road survey of ash trees if and when the EAB becomes a local presence.

The CC is following a few possible land transactions: the efforts of the River Conservancy to buy and manage the Bolton Potholes property and the sale of the classic town-used Wheeler field portion of the Wheeler property. A Friends of Wheeler Field group is considering options for purchasing this field for conservation, possibly in partnership with the town.

Upcoming items this year include a Sue Morse program on bobcats at Smilie Memorial School March 21, hosted by the Richmond and Bolton CC, a Hunter Safety Class here in town, water quality monitoring of Joiner Brook by Friends of the Winooski and Vermont Natural Resources Council, scouting for a reroute of another trail in the PPCA, new PPCA trail signs from Quinn Keating and some of his CHMS students and ongoing trail work at PPCA and Sara Holbrook with the help of our volunteer work crew members. We will see you on the trails!

Respectfully submitted on behalf of the Bolton Conservation Commission,

Virginia Haviland and Amy Ludwin with forestry summary from Ethan Tapper

TOWN CONSTABLE



*Town Constable and
Animal Control Officer
Jeffrey Leete*

2018 proved to be an interesting year for the Town Constable as the role of Constable is not a largely authoritative position, however it does involve a large time commitment. I responded to a variety of issues in 2018 which included: winter parking and towing operations, security at town events, assisting Richmond Police Department with a Theft of Services case, and most publicly, summer parking and towing operations.

During the summer months 32 vehicles were removed by tow truck from in and around the “Potholes” area. Vehicles were removed from the Bolton Valley Access Road, Curtis and Joiner Brook Lanes, Smilie School’s fire lanes (just hours before a water emergency occurred) and Smilie School’s handicapped parking areas.

I would like to thank the community for their support and diligence in assisting to keep the roadways clear.

Respectfully submitted,

Jeffrey Leete





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 \$500 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 \$500 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 4th day of September, 2018 and is effective as of this date until amended or repealed.



Amy Grover - Delinquent Tax Collector

Select Board:



Josh Arneson, Chair



Tony Barbagallo



Mica Cassara



John Choate



Sharon Murray, Vice Chair

DEVELOPMENT REVIEW BOARD



Development Review Board: Adam Beaudry, Larry Lewack (town staff) Steve Diglio, Chair, Charmaine Godin, missing from picture Adam Miller, John Devine, Rob Ricketson, Mike Rainville

The Bolton Development Review Board (DRB) is a five-member volunteer 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.

The DRB met eight times in 2018, held five warned public hearings, as well as two site visits and one sketch plan review. All decisions of the Board are available for review at the Town Office and on DRB page of the town's website. The following applications were reviewed in 2018:

- 2018-04-DRB: Mark Lariviere, applicant. Conditional use approval to enlarge an existing nonconforming structure (addition to single family dwelling) at 5474 Stage Rd. Approved with conditions.
- 2018-10-DRB: Adam Beaudry, applicant. Conditional use approval to enlarge a nonconforming structure (deck) within riparian setback at 40 Boulder Wood Ln. Approved with conditions.
- 2018-13-DRB: Joji Fillmore, applicant. Sketch plan review for a subdivision amendment to designate a residential building envelope at 2634 Stage Road. Pending; awaiting full application.
- 2018-19-DRB: CRAG-VT, applicant. Conditional use approval for access road, parking lot to facilitate recreational access for climbers to Bolton Dome cliffs, at 124 Champ Ln. Application pending; awaiting final revisions as of 12/31/2018.
- 2018-20-DRB: Steve & Erin Harrington, applicant. Conditional use & site plan approval to open a motor vehicle sales & service business at former Latham Homes lot, 3608 Theodore Roosevelt Hwy. (U.S. Route 2). Approved with conditions.
- 2018-21-DRB: Town of Bolton Conservation Commission. Site plan approval to expand & improve existing parking lot at 3643 Notch Rd., to access Preston Pond Conservation Area trails. Approved with conditions.

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

ECONOMIC RESOURCE COMMITTEE REPORT

Since its inception in the spring of 2016, the Bolton Economic Resource Committee has worked to inventory the many entrepreneurs and businesses within the Town of Bolton and to provide opportunities for businesses to promote their products and services with area residents. This past year we held our 3rd Annual Bolton Community Fair on September 1st 2018.

The goal of this event is to increase awareness of Bolton's enterprises and create an opportunity for the community to gather. Our major success this year appears to have been the spirit of community throughout the day. It was an excellent opportunity for the community to gather at the Bolton Valley Sports Center. One result of the day was nearly \$600 raised for the Bolton Fire Department and the Senior Dinners Program. The 35 or so vendors offered a broad array of goods and services for all to see. We continue to seek opportunities to get the word out about this event and grow participation from the community. Special thanks goes to Robin Katrick from RiseVT who volunteered to help with this effort. She was very helpful this year with help promoting the event and helping us access grant funds to assist with our planning. We would also like to express our gratitude to major supporters of the event, including Bolton Valley Resort, West Bolton Golf Club, and Varin's Gravel pit. In addition, thanks to the many individuals and supporters of this event who helped in the following capacities: set up and break down, selling raffle tickets, contributions to the raffle, and for lending a helping hand when needed. Lastly, thank you to everyone from the community who visited this event and stopped by to visit our vendors!

We have already begun looking to next year's fair and have started to put together a group within the Economic Resource Committee to design tactics for next year's promotion. The Economic Resource Committee openly seeks participation from the Bolton Community and welcomes all ideas and feedback as to how we can ensure the success of the Bolton Community Fair this coming year and how we may continue to support area businesses and entrepreneurship.

Sincerely,

The Bolton Economic Resource Committee



Economic Resource Committee: Ernest Levesque, Robin Katrick (RiseVT), Curtis Hunter, Deb Shelby and Sadie, Sue Ann Sinnamon, Ed Sinnamon (volunteer)

ENERGY COMMITTEE REPORT

In the fall of 2018, the Select Board appointed Juliette Juillerat as Town Energy Coordinator to serve a two-year term. This is a brand-new volunteer position with the town. Later that fall, the first ever Bolton Energy Committee was formed, in alignment with goals in the Bolton Town Plan. The committee's role is to conduct a range of activities to decrease energy consumption in Town, promote energy efficiency, and support the development of renewable energy in the Town of Bolton. The committee will focus on activities that lower energy bills for the Town, residents, and businesses of Bolton, and create jobs in Vermont. The Committee's activities range from tracking current energy consumption and progress, coordinating with the Town and School district for improvements in the buildings' efficiency, researching grant and financing options, organizing events and workshops, coordinating with existing programs offered in Vermont, etc. Current members include Lexie Haselton, Juliette Juillerat (Chair), Janet Metz, and Peter Schoen. Committee activities to date have included:



Peter Schoen staffing the Energy Committee Table

- Juliette attended a workshop on Emerging Opportunities for Municipal Energy Improvements on October 10, 2018.
- We had a table at the Harvest Dinner and on Election Day to inform Bolton residents on weatherizing their homes, as part of the statewide Button Up campaign.
- Peter attended the annual Vermont Energy and Climate Network (VECAN) conference on December 1, 2018.
- Experts from Efficiency Vermont and GMP conducted a walk-through of the town buildings to see where we could make upgrades to save the Town energy and money.
- The first ever Energy Committee meeting was held on December 12, 2018.
- Energy Committee activities planned for 2019 include:
 - Explore options for community solar in town, either with the Town using the solar electricity produced, or offering for community members to buy electricity from a system installed in Bolton.
 - Offer educational workshops: weatherizing homes and mobile homes, educational program at Smilie in partnership with the Vermont Energy Education Program, and advanced wood heat options.
 - Recommend upgrades that the Town could make on Town-owned buildings to improve energy efficiency and reduce heat loss through insufficient insulation and air leaks.
 - Explore how the Town could save on transportation fuel consumption.

We'd love to do more, and we are looking for more committee members if anyone is interested in helping Bolton meet the State goal of meeting 90% of Vermont's total energy use with renewables by 2050. For more details or if you are interested in joining the Committee, please contact the town office.

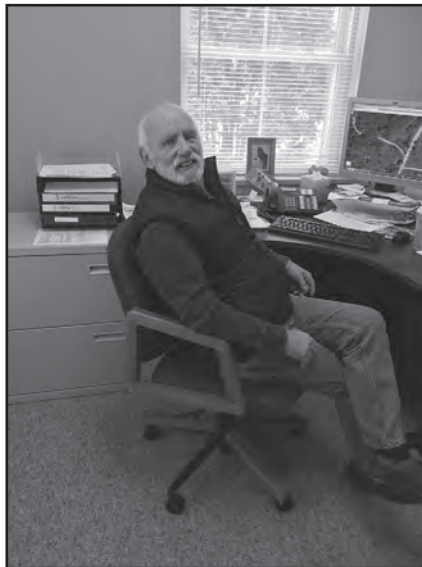
Juliette Juillerat, Town Energy Coordinator and Chair of the Energy Committee

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



Assessor Kermit Blaisdell

HIGHWAY FOREMAN



Highway Department Corky Armstrong, Eric Andrews, Foreman and Dan Champney, missing from photo, Jeffrey Leete

2018 was another busy year for the Bolton highway crew.

Winter saw the usual challenges of keeping culverts thawed and the town roads open. Please see the Winter Operations Plan on the town website for more information about winter plowing. Three 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.

- There is a statutory rule, which carries a \$1,500 fine, for plowing snow into and/or across any town road.

Spring started off with a bang, with a FEMA declared storm event on the evening of May 4, 2018 that damaged Notch, Mill Brook, and Stage Roads. Emergency repairs were made, and additional work was completed to some the damaged sections of roads over the summer with the help of outside contractors Gene Armstrong and Bill Atwood. We anticipate completing all of the repairs during 2019 on Mill Brook Road, two smaller sections of Notch Road, and two "slump areas" on Stage Road.

In addition to dealing with FEMA road repairs, we completed the work on the two projects that the town successfully received Better Roads grant funding to complete; \$34,460 to upsize culverts on Thatcher and Wentworth Roads, and \$20,000 to stone line the ditches on Thatcher and Wentworth Roads. While we hoped to repave both Thatcher and Wentworth Roads in the fall, because of the lateness of the season, paving was deferred until the spring of 2019. I know we all are looking forward to having that paving project completed! We also replaced three failed culverts - one each on Duxbury, Notch and Stage Roads, and completed annual tasks as time and staff allowed; mowing, ditch and culvert cleaning, grading, hauling and putting up gravel and winter sand, and patching pavement, primarily on the Bolton Valley Access Road.

We anticipate applying for the state paving grant in 2019 and will direct those funds toward more re-paving on the Bolton Valley Access Road. We have applied for Better Road grant funding to upsize and replace three culverts on Mill Brook Road in conjunction with the FEMA work.

We received delivery of the new voter approved bucket loader the end of December and we were successful in applying for and receiving a PACIF equipment grant through VLCT which paid 50% of the costs of a "Dump-Lok" which ensures our staff's safety when working on our trucks' dump beds.

A lot of effort went into drafting the Highway budget for FY 19-20 with the Select Board to reflect realistic costs, while trying to keep increases at a minimum. Impacting the FY 19-20 budget increases are providing internet service at the town garage, additional funding for building maintenance, mower maintenance and equipment rentals, the anticipated increased cost of salt, and the requirements for the Municipal Roads General Permit, which has necessitated (both in FY 18-19 and FY 19-20) adding additional materials, and budgeting for addi-

tional staff. The Select Board has completed drafting the job descriptions for the highway department, and we hope to fill the budgeted for third highway staff position in early 2019.

As always, please be advised that there is no parking on the travelled portion of any town road, there is no parking on either side of the Bolton Valley Access Road from Route 2 north for two miles, and that cars may be towed if parked in this manner. Please see the full Traffic Ordinance on the town website for more information on regulations.

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

Respectfully submitted,

Eric Andrews, Bolton Highway Foreman



New Bucket Loader!

PLANNING COMMISSION

Happy Town Meeting Day from the Bolton Planning Commission.

The Planning Commission (PC) 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.



Planning Commission (left to right) Evan DesLauriers, Larry Lewack (staff support), Kaelyn Modrak, Paula Gervia (clerk), Deb Shelby, Steve Barner, Linda Baker (via Skype!)

The PC usually meets on the second Tuesday of the month. This year we had ten monthly meetings, two special meetings, a hearing on changes to the Bolton Land Use and Development Regulations, and four community forums. As always, interested residents are encouraged to attend our regular meetings.

This year, the PC regretfully accepted the resignation of Sarah McShane, Bolton's Zoning Administrator, and we thank her profusely for her expertise and the many hours she spent guiding the PC and attending to the needs of our townspeople trying to navigate building applications and regulations. We were fortunate to find an able replacement, Larry Lewack, who came on board in the middle of several projects, jumped right into the fray, and has already given us invaluable assistance. His job description as Planning and Zoning Administrator includes staffing the Development Review Board.

The PC is 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 Planning and Zoning Administrator.

One major task ongoing task of the PC is revision of the BLUDRs so that those regulations comply with the Town Plan; addressing changes to the Town Plan and new state regulations. Completing some high priority revisions to the BLUDRs was one of the PC's main priorities this year. The PC and the Select Board each held a public hearing and after some revisions by the Select Board, the amended BLUDRs were adopted by the Select Board in December. Work will continue in 2019 on the "housekeeping" details to bring the BLUDRs up to date and into compliance. Thanks to Regina Mahony, Chittenden County Regional Planning Commission (CCRPC) Planning Program Manager, for her assistance in giving us a list of items for the BLUDRs revisions.

The other major task for the PC was to apply for a grant from the state to fund a revision of the BLUDRs in regard to the regulations in the Bolton Valley area to: "create a master plan for Bolton Valley Village for the sustainable expansion of housing, jobs, community facilities, and transportation to create a vibrant, liveable neighborhood, and scope bylaw changes and infrastructure to facilitate that growth." It is our hope that the

Bolton Valley area can continue to provide a strong economic base in town. The town applied for and just received a \$21,000 Municipal Planning Grant awarded by the Department of Housing & Community Development, with a match of \$10,800 from the PC's operating budget and reserve fund. The revision process will entail meeting with townspeople to clearly understand needs and desires, refine those into a list, and hire grant funded professional planner/s to draft a strong document to represent the town's best interests. These funds are vital to the process as State regulations have become so complex that the PC does not have the legal nor technical expertise necessary to draft zoning regulation revisions.

Other PC activities in 2018 included:

Monitoring the implementation of Act 174 and the resultant development of the State energy Plan, requirements for the Energy compliance Certificate by the Vermont Public Service Board, and CCRPC's Regional Energy Plan.

The PC reviewed Bolton's possible constraints on energy development in CCRPC's Energy Plan draft and requested that siting on steep slopes of 25% or more be known as "a constraint" rather than "a possible constraint" which was accepted and incorporated by CCRPC.

Requested that town officials express our concerns to the Vermont League of Cities and Towns through their listening sessions that the State of Vermont is putting too many demands on towns without providing the resources to support them.

For more information on the PC, see the Bolton website at <http://www.boltonvt.org>, or contact the Town Office.

Linda Baker, Planning Commission Chair

2018 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 [117 VSA §4303(10)].'*

26 zoning permit applications were received and processed during the year, as well as 30 requests for verification of compliance with the Town's zoning and subdivision regulations. 25 zoning permits (including 4 Certificates of Occupancy [CO]) were issued during the calendar year from January 1 to December 31, 2018. 6 zoning applications were referred to the town's Development Review Board.

Zoning Administrator Sarah McShane accepted a new position in Stowe on July 1. Selectboard member Sharon Murray served as Acting Zoning Administrator while recruitment for a new person was underway. Larry Lewack of Burlington was hired & began working in August 2018. Thanks to Sarah for her great work & to Sharon for stepping in to cover the role during this transition.

Please note that unless a project is listed as exempt under Article IX, Section 9.2, a permit and compliance with the Town's Land Use and Development Regulations is required. Zoning permits are required for new construction (including additions, most decks, sheds, etc.), site alterations, home occupations, signs, changes of use, etc.

So if you're planning to build anything on your property, I encourage you to contact me beforehand for guidance. I can help you determine how the regulations apply to your plans, which zoning application is needed, and fees. I am generally in the Town Office on Mondays 10-4, and by appointment on other days. I may also be contacted any time by email at zoningbolton@gmavt.net, or by phone at (802) 434-5075 ext. 225. Please do not hesitate to contact me regarding any zoning related questions you may have. (But, keep in mind that because this is a part-time position, please allow up to 2-3 business days to return your call or email.)

If you are planning a project, 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 [17 VSA §4448(d)]. (If the initial application is incomplete, or revised by applicant after submittal, the 30 day review period is extended.) If an application requires conditional use, subdivision or site plan approval

2018 Zoning Permits – At a Glance	
Single-family dwellings	5
Two-family dwellings	0
Accessory dwellings	1
Mobile home replacements	4
Additions/Porches	4
Accessory outbuildings/structures	3
Exempt agricultural outbuildings	0
Boundary-line adjustments	2
Ponds	0
Commercial Changes of Use	1
Home Occupations	0
Signs	0
Conservation Area Access Improvements	1
Permit Revision	2
Renewals of permit	0
Certificates of Occupancy	4
Notices of Violation	0
Zoning Certifications	30
Applications referred to the Development Review Board	6
Subdivision Amendments	1

by the Development Review Board, it will take up to several weeks to warn & schedule a required public hearing. 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. No work may commence until this appeal period expires [117 VSA §4465(a)]. Please keep these time frames in mind when planning your project(s) and submitting your permit applications.

Also, if you have received a zoning permit and have completed your project, contact me to see if your project needs a Certificate of Occupancy (CO). In many cases, a CO 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 are available online at our town website. All our zoning permit applications can be downloaded from our website, at: <http://boltonvt.com/documents/>.

Respectfully submitted,
Larry Lewack
Planning & Zoning Administrator



*Larry Lewack, Planning & Zoning
Administrator*

SELECT BOARD



Select Board: Wendy Hoffman, John Choate, Sharon Murray, Mica Cassara, Chair, Tony Barbagallo

The Select Board would like to extend its sincere condolences to Corky Armstrong, who lost his wife, Dawn, in a tragic car accident in December. Corky has been a member of the Bolton Highway Department for several years and had to take some time off after the accident to take care of family matters. The Board would also like to thank the towns of Duxbury and Jericho, whose road crews helped out during Corky's absence.

The past year has seen a nearly complete turnover of the Select Board's members. Tony Barbagallo and I were newly elected members last March. One of the first acts of the new Board was to appoint a member to replace Gene Armstrong. Gene retired from the Board too late to

have a member elected to fill his spot. We would like to thank Gene for his dedicated service to the Town as a Board member. We were fortunate to have John Choate step up to fill Gene's seat. John works for the City of Winooski and brings with him a wealth of knowledge about local governance. This past summer we lost our Board Chair, Josh Arneson, when he bought a home in Richmond and moved there with his family in September. Josh is now the Richmond Town Manager. We wish him luck in his new position and thank him for his service to Bolton. After the departure of Josh, the Board, in a momentary lapse of judgment, elected me to replace him as Board Chair. Again, we were fortunate to have Wendy Hoffman come forward, and we appointed her to fill Josh's vacant seat. As an attorney, Wendy brings her legal expertise to the Board. Fortunately, we had veteran Board member Sharon Murray to shepherd our band of rookies as we learned the ropes of town government. Sharon was the anchor of the Board during the newbies' learning curve.

The Select Board would also like to thank the Highway Department for its diligent work on the town's roads during the past year. Eric Andrews, Corky, and (part-timer) Dan Champney have done a fine job keeping the roads clear and in good condition despite Bolton's challenging terrain. And we extend our thanks to the members of the Bolton Volunteer Fire Department for their service to the town.

In 2018, the town purchased a new loader for the Highway Department and a Mini-Pumper for the Bolton Volunteer Fire Department. Two of the Board's members, John Choate and Tony Barbagallo, developed specifications for the loader and worked with the Bolton Fire Chief, Mike Gervia, to spec out the Mini-Pumper.

Concerning town roads, in June the Town formally entered the Municipal Roads General Permit (MRGP) program. Through this state program, the Town is now eligible for Municipal Roads Grant in Aid funding to be used for constructing erosion control measures on our most vulnerable road sections. These improvements will help us to reduce sediment runoff into streams and to comply with both Vermont Road Standards and the Vermont Clean Water Act.

On a less auspicious note, members of the Board met with representatives of the Vermont Agency of Transportation regarding repairs to the Notch Road box culvert (the "tunnel" at the bottom of the road). The Board members expressed the concerns of Town residents, who feel that safety issues have not been adequately addressed in the Agency's planned repairs to the culvert. Unfortunately, the Agency's response

was simply to paint the interior of the culvert white and add some lighting to either end of the culvert's roof. This work is scheduled to be done in the fall of 2019 or spring of 2020.

In addition, the past year saw the Board preside over spirited discussions about sugaring in the Preston Pond Conservation Area (PPCA), the firewood lottery in the PPCA, and speed control monitoring in Bolton by the Richmond Police Department, among other topics.

Also, the Town submitted an application for a Community Development Block Grant to assist Bolton Valley Community Water and Sewer (BVCWS) upgrade its facilities. This is a one million dollar grant that would be administered by the Town. If the grant is approved, half (or more if needed) of the funds will go toward improvements to the BVCWS. The remaining funds could be used for upgrades to the Bolton Valley Resort hotel.

Of course, I would be remiss if I did not heartily thank the Town staff and many volunteers for all their help and efforts keeping the Town running. Amy Grover, Carol Devlin, and newly hired Zoning Administrator Larry Lewack have skillfully kept the Town's wheels rolling. Many thanks to the members of the Planning Commission, Conservation Commission, and Development Review Board for their work as well. And a special thanks to Deb Shelby for her assistance in bringing the Town's IT infrastructure up to date.

Lastly, the Board would like to extend its heartfelt thanks to Sharon Murray, who has decided to weigh anchor and is not running for re-election. Sharon has been a steadfast Board member for years, and she has been our go-to source for information and knowledge about the workings of state and local government. She will be sorely missed.

Respectfully submitted on behalf of the Select Board,

Mica Cassara, Bolton Select Board Chair

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).

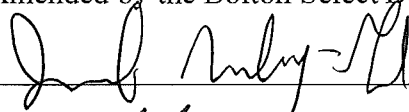

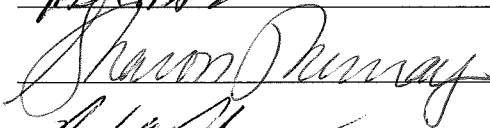

5. PROPERTY OWNER’S RESPONSIBILITY: The owner, as of April 1, remains liable for the year’s taxes regardless of subsequent conveyances (Fulton v. Aldrich, 76 Vt. 310, 1904). Tax bills are mailed to the last owner or possessor thereof on April 1 each year, at the address on file with the Assessor’s Office. 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 27th day of November, 2017

Amended by the Bolton Select Board this 16th day of November 2015.

Ron Lafreniere, Chair

Gene Armstrong

Josh Arneson

Jen Dudley-Gaillard

Sharon Murray

Received for record the 17th 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

VITAL RECORDS January 1, 2018 – December 31, 2018

Seventeen births recorded; eight were males and nine females.

Seven Civil Marriages.

Six deaths.



PPCA Walk December 2018

VOLUNTEER FIRE DEPARTMENT



In 2018, the Fire Department responded to 90 calls. Calls include structure fires, chimney fires, brush fires, car fires, power line obstruction calls, car accidents, fire and carbon monoxide alarms, Richmond Rescue assists, Highway assists, VT State Police 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.

This year the department received its 2018 Mini Pumper that was approved by voters last March. Since it is a smaller truck, it has the ability to better maneuver in difficult driveways and has shorter response times to Bolton Valley and West Bolton.

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



Engine 3

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)

Waterbury Senior Center



Above the clouds on Libby's Look



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

FY2018 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), Federal Transit Administration (FTA), 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 FY18, the CCRPC invested more than \$5.7 million in regional land use, transportation, emergency management, energy, natural resources, public engagement, training, and technical assistance. The program leverages more than \$5.3 million in Federal and State investment with \$245,000 in municipal dues and another \$132,000 in local match for specific projects—a **14:1 return on local investment**.

Bolton representatives to the CCRPC Board and other committees in FY18 were:

- CCRPC representative – Sharon Murray
- CCRPC alternate – Joss Besse
- Transportation Advisory Committee (TAC) – Joss Besse
- Planning Advisory Committee (PAC) – Joss Besse
- Clean Water Advisory Committee (CWAC) – Joss Besse
- All-Hazards Mitigation Plan Update Committee – Sharon Murray
- Long Range Planning Energy Sub-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 FY2018, the CCRPC provided assistance to Bolton on the following projects and initiatives:

- **Preliminary Analysis of Bolton Land Use and Development Regulations** – CCRPC staff worked with the Bolton Planning Commission to develop a series of zoning/plan amendment recommendations based on an audit of compliance with state statute.
- **FEMA Pre-Disaster Mitigation** – CCRPC staff worked in early 2018 with municipal staff to prepare a 2017 Progress Report on the implementation of the actions recommended in the Bolton municipal All-Hazard Mitigation Plan. Typically, these were roadway and stormwater projects to mitigate the impacts of future severe rainstorms.
- **Emergency Management – LEOP**: CCRPC staff offered assistance in the Spring of 2018 with the annual local emergency operations plan (LEOP) to ensure that Bolton is prepared in the event of a disaster.
- **Geographic Information Systems** – CCRPC GIS staff provided zoning maps for Bolton's Community meeting on April 3. Updates were made to Bolton parcel data in the Bolton map viewer: <http://map.ccrpcvt.org/boltonmapviewer/>. CCRPC GIS staff uploaded zoning and overlay data to the Vermont Open GeoData Portal.
- **Municipal Roads General Permit (MRGP) Compliance and Water Quality Planning Assistance** – CCRPC staff continued to provide assistance to all member municipalities to address policy, data, and reporting issues to meet the MRGP requirements.
- **VTrans Better Roads Program Assistance** – CCRPC staff assisted in the implementation of the FY18 awarded Better Roads Category B and D grants for Thatcher/Wentworth Roads. This included all reporting and invoicing needs.
- **Municipal Infrastructure Inventories** – Bolton's culvert inventory was updated.
- **Technical Assistance** – CCRPC staff provided a variety of technical assistance to the Town, including:
 - refined plans for future public engagement opportunities when making changes to land use regulations; and
 - provided assistance related to zoning amendment process questions.

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.

- **Notch Road Culvert Repairs** – \$300,000 for repairs to the culvert carrying Notch Road under I-89. Project to be constructed in 2020.

- **I-89 Resurfacing, Waterbury-Richmond** – \$6.9 million to resurface northbound and southbound lanes, beginning in Richmond and ending in Waterbury. Construction scheduled for 2019.

REGIONAL ACTIVITIES

- **ECOS Plan and Annual Report** – The ECOS Plan is the combined Regional Plan, Metropolitan Transportation Plan, and Comprehensive Economic Development Strategy for Chittenden County and was readopted in 2018 with major updates to the energy, transportation and economic development sections:
 - 2018 ECOS Plan: <http://www.ecosproject.com/2018-ecos-plan/>
 - Summary: http://www.ecosproject.com/wp/wp-content/uploads/2017/09/2018-ECOS-Plan-Summary_20180807_FINAL.pdf
 - The 2017 Annual Report highlights regional accomplishments, trends, and high priority actions: <http://www.ecosproject.com/annual-report/>
 - The ECOS Scorecard is our online data 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>
- **Legislative Forum** – The CCRPC hosted the 2017 Legislative Breakfast in December as a forum for a short and focused conversation with local legislators and municipal representatives on key issues and topics important to area municipalities for the 2018-2019 legislative session, including: housing, water quality, and municipal shared services. (<http://www.ccrpcvt.org/about-us/commission/policies-positions/>)
- **Building Homes Together** – The CCRPC, Champlain Housing Trust and Housing Vermont continue to lead a coordinated campaign to strengthen Chittenden County communities and our economy by building 3,500 homes by 2021 for people of all incomes, including 700 affordable homes. CCRPC staff developed a series of housing indicators with the first-year data for a press conference that was held in September 2017. CCRPC also began to host a meeting of municipal Housing Committees to facilitate peer learning. (<http://www.ecosproject.com/building-homes-together>)
- **Clean Water** – The CCRPC is committed to supporting water quality initiatives throughout our region to ensure that all residents have access to clean drinking water; to strengthen our region's recreation and tourism industry; and to become more resilient to flood events. To assist our member municipalities and the state in working together to achieve these goals, the CCRPC has facilitated the Clean Water Advisory Committee and the MS-4 Sub-Committee (<https://www.ccrpcvt.org/about-us/committees/clean-water-advisory-committee/>), provided guidance for the Vermont Clean Water Fund, assisted municipalities with Better Roads grants and stormwater master plans, participated in the development of updates to the Winooski Tactical Basin Plan which assesses water quality concerns and recommends priority strategies to address these concerns and managed the Rethink Runoff program (<http://rethinkrunoff.org/>) to facilitate multi-municipal cooperation to comply with ANR Municipal Separate Storm Sewer System (MS-4) stormwater permit requirements for public education and involvement.

- **Public Health**— The CCRPC supports and serves the Chittenden County Opioid Alliance (CCOA, <http://www.ecosproject.com/chittenden-county-opioid-alliance>) together with numerous other regional stakeholders. The CCOA is made up of many dedicated stakeholders who come from different sectors of the community and have partnered together: local non-profit agencies, state and local government; UVM Medical Center; Health Department; business leaders and community members in Chittenden County. CCRPC also served as the lead agency for the Regional Prevention Partnership (<http://www.healthvermont.gov/alcohol-drug-abuse/programs-services/prevention-programs>). Accomplishments included expansion of drug take back locations, promoting drug take-back days, fake ID enforcement, and community education about substance use prevention.
- **Regional Dispatch Implementation** – The CCRPC continues to work in partnership with Chittenden County municipalities to implement a plan for a consolidated regional dispatch environment for law enforcement, fire and rescue agencies. CCRPC staff facilitated discussions with municipal legislative bodies, participated in hearings with the Vermont Legislature’s Government Operations Committees and provided support to the Joint Survey Committee. Following strong support from voters in Burlington, Colchester, Milton, South Burlington, Williston and Winooski on Town Meeting Day 2018, the Chittenden County Public Safety Authority (CCPSA) was approved as a new union municipal district tasked with delivering regional emergency dispatch services to improve public safety operations. (<http://www.ccrpcvt.org/our-work/emergency-management/regional-dispatch/>)
- **Emergency Management** – In collaboration with the Local Emergency Planning Committee (LEPC 1, <http://www.ccrpcvt.org/about-us/committees/local-emergency-planning-committee/>), the CCRPC hosted and participated in a variety of emergency management-related workshops and exercises to enhance resilience to disasters in our region. CCRPC also served as a key coordinator between municipalities and the state to collect damage assessment information after significant storm events, helped with emergency preparedness for hazardous materials incidents, worked with municipalities to complete Local Emergency Operations Plans, and facilitated Incident Command System training.
- **Regional Energy Planning** – The CCRPC adopted a Regional Energy Plan to support the State’s Comprehensive Energy Plan consistent with municipal and regional land use plans and policies. The CCRPC conducted significant outreach and incorporated feedback into the Plan from the following: municipal Energy Committee/Planning Commissions; municipal legislative bodies; members of the public; State agencies, including the Vermont Department of Public Service; and CCRPC’s Long Range Planning Committee, Energy Sub-committee, Executive Committee and the Board of Directors. The final plan was adopted on June 20, 2018 as part of the ECOS Plan (<http://www.ccrpcvt.org/our-work/our-plans/regional-energy-plan/>) and was granted an Affirmative Determination of Energy Compliance by the Department of Public Service on August 9, 2018. This means that the ECOS Plan’s policies will be given “substantial deference” during Public Utilities Commission proceedings. CCRPC has increased participation in PUC proceedings to ensure that local and regional policies are recognized.
- **Education & Training** – The CCRPC participated in and hosted the following trainings: Emergency Management Director/Public Information Officer Workshops, Act 250: Next 50 Years Conference, Economics of Housing Workshop, Regional Housing Convening. The CCRPC

also continued to host the 12-month webinar series from the Association of Pedestrian and Bicycling Professionals for municipalities and regional partners.

- **Lake Champlain Byway** – Chittenden County includes eight Byway communities: Milton, Colchester, Winooski, Essex Junction, Burlington, South Burlington, Shelburne and Charlotte. The CCRPC supported the Lake Champlain Byway by encouraging the communities to adopt the 2017 Byway Corridor Management Plan and supporting improvements to Byway signage, cell phone audio stories, brochures and a new website (www.lakechamplainbyway.com).
- **Transportation Demand Management** – The CCRPC and VTrans transitioned the popular annual **Way to Go! Challenge** (www.waytogovt.org) to a school-focused K-12 program to encourage sustainable transportation (non-single occupant vehicle travel) and demonstrate the environmental and financial benefits. With the recent expansion of CATMA's (Chittenden Area Transportation Management Association) TDM services throughout the region, 2017 was the final year of promotion for **Go! Chittenden County**, a one-stop-shop for information and advice about our region's transportation resources (www.gochittendencounty.org). The CCRPC's **Travel Smarter** campaign and trip planner provides a side-by-side comparison of the time, costs, distance, and calories associated with driving, biking, walking, and taking the bus. This transitioned into VTrans' TDM program (www.TravelSmarterVT.org).
- **Neighbor Rides** – Since Spring 2013, the CCRPC has been investing in Neighbor Rides to improve the integration of volunteer drivers into human services transportation to increase access to transportation for seniors and persons with disabilities by offering a lower-cost mode of transport. (<http://www.unitedwaynwvt.org/Neighbor-Rides>)
- **Regional Active Transportation Plan** – The CCRPC began steps to implement the Regional Pedestrian-Bicycle Plan recommendations for a comprehensive, connected, accessible and safe regional network for walking and biking. CCRPC staff led the development and launch of the regional **Greenride Bikeshare** system (www.greenridebikeshare.com), provided walk/bike recommendations on local and state paving plans, assisted municipalities with bike/ped grant applications, developed model bike parking ordinances for municipalities, promoted TDM strategies, and conducted walk/bike counts on paths, bike lanes and roadways. (<http://www.ccrpcvt.org/our-work/our-plans/regional-bikeped-plan/>)
- **Regional Transportation Model** – The regional transportation model was updated to better reflect current and future transportation demands due to forecasted demographic and employment changes in the county. The model is a tool used by the CCRPC to compare various land use and transportation scenarios and their effects on our transportation system at a regional level. Most recently, it was utilized in the 2018 update of our Metropolitan Transportation Plan (MTP) to assist in identifying and prioritizing transportation investments that will be most effective in meeting the MTP goals.
- **Chittenden County Transportation Survey** – The 2018 survey largely replicates the 2000, 2006 and 2012 versions to note any historical attitudinal shifts. The chief purpose of the survey is to objectively measure public opinion in Chittenden County regarding the performance of the region's transportation system and to identify strategies to address existing and future deficiencies. Relative to performance, questions measure public opinion on how well the transportation system serves the public's travel needs, affects livability, promotes economic

development and opportunity, and affects the environment. The most recent survey was conducted this past April and May and the survey report is currently being drafted. Results will be released in October 2018.

- **Diversity & Equity** – The CCRPC continues to use the **2014 Public Participation Plan (PPP)** to guide our focus on diversity and equity in all projects. An update is planned in FY19 to ensure everyone understands our role and responsibilities for public participation. (<http://www.ccrpcvt.org/our-work/our-plans/public-participation-plan/>)
- **Regional Technical Assistance** – This includes but is not limited to, technical assistance for various transportation issues, GIS mapping, model municipal plans, bylaw and ordinance revisions, Act 250/Section 248 application reviews, grant administration, build-out analyses, orthoimagery acquisition, and improving the VT Online Bridge and Culvert Inventory Tool (<http://www.vtculverts.org/>).
- **Intelligent Transportation Systems (ITS)** – The CCRPC has been planning, designing and implementing advanced technologies on congested corridors in the county to improve safety, facilitate traffic flows and reduce delays. (<https://www.ccrpcvt.org/our-work/our-plans/intelligent-transportation-systems/>):
 - **Advanced Traffic Monitoring System (ATMS) using Bluetooth Technology** - The CCRPC, in close coordination with VTrans and FHWA, planned, designed and implemented an Advanced Traffic Monitoring System for five (5) congested corridors in Chittenden County to gather real-time travel data using Bluetooth technology. The system will ultimately integrate with the VTrans ATMS and Traveler Information System (TIS) for 511 through the State Transportation Operations Center (TOC). The CCRPC has already implemented a pilot corridor (Williston Road/US 2) using six (6) Bluetooth sensors for real-time travel data collection, testing and validation purposes. This fall, 24 Bluetooth sensors will be installed along the remaining four (4) corridors. The entire system will be tested and validated and the real-time travel data collected will assist VTrans and municipalities to improve the efficiency, safety, and reliability of the regional transportation system.
 - **Exit 14 Area Traffic Signal Assessment Study** – The CCRPC has been coordinating with VTrans and the municipalities of South Burlington and Burlington to identify strategies to reduce congestion and improve traffic flows in the vicinity of the I-89 Exit 14 interchange. The CCRPC has completed a system assessment study for traffic signals along Williston Road/Main Street between Staples Plaza and Midas Drive, and Dorset Street between Williston Road and Kennedy Drive and developed a strategic plan for signal and communications infrastructure improvements and upgrades. Exit 14 Earmark funds will be used in the near future to implement the highest priority recommendations in South Burlington.

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

CSWD FISCAL YEAR 2018 REPORT

ADMINISTRATION & FINANCE

The FY18 General Fund expenditures were \$10.9 million and the revenues were \$11.6 million, representing a \$344,000 increase in expenditures (3%) and an essentially level \$9,000 decrease in revenues compared with FY17.

Revenue was flat due to a significant drop in the price we received for recycled paper. This was offset by a significant increase in the tip fee for large loads of recyclables at the MRF and Solid Waste Management Fee revenue from increased trash tonnage. Increases in expenditures were largely due to higher fees for sludge and trash disposal and normal increases in salaries, wages, and benefits.

FACILITIES & OPERATIONS

DROP-OFF CENTERS (DOCS): *Owned & operated by CSWD.* Convenient, one-stop facilities for household quantities of blue-bin and special recycling, food scraps, trash, and more. Blue-bin recycling collected at Drop-Off Centers dropped 2.8% to 2,964 tons, and household trash increased 5.5% to 6,060 tons over FY17.

ENVIRONMENTAL DEPOT: *Owned & operated by CSWD.* Safe drop-off for almost all types of household hazardous waste. 1,086 households and 700 businesses brought in 811,673 lbs. of hazardous waste for processing in FY18, a 19% increase over FY17. This included 9,138 gallons of latex paint re-blended and sold in Vermont as *Local Color*.

GREEN MOUNTAIN COMPOST: *Owned & operated by CSWD.* We turn community food scraps, leaves, and yard debris into high quality compost products to improve soil in lawns and gardens. We composted 14,864 tons of material in FY18, including 5,876 tons of food scraps, an increase of 14% over FY17.

MATERIALS RECOVERY FACILITY (MRF): *Owned by CSWD; operated by Casella.* The MRF sorts and prepares large loads of blue-bin recyclables – paper, cardboard, and clean containers – for sale to processors. The MRF received 47,445 tons of material in FY18, a 0.3% increase from FY17. Roughly 7% was contaminated or improperly recycled material sent to the landfill. The weighted average sale price was \$86.54 per ton in FY18, a 19% decrease over the FY17 average.

OUTREACH & COMMUNICATIONS

SCHOOL AND YOUTH OUTREACH programs reached more than 5,300 students and staff via 107 presentations, three waste audits, and 43 facility tours. Staff had direct contact at 36 of the District's 75 public and private K-12 schools.

BUSINESS OUTREACH directed three waste audits, conducted 13 workplace presentations, and led four facility tours for local businesses and institutions. Staff provided direct assistance to more than 260 other businesses and distributed over 350 deskside recycling bins and 80 food scrap buckets to business and non-profit workplaces at no charge.

COMMUNITY OUTREACH included 27 backyard composting workshops, 19 tours of CSWD facilities and six presentations to a total of 480 people.

EVENT OUTREACH programs trained 50 Waste Warriors who volunteered 382 hours educating guests at 32 events and provided on-site training to 50 additional event volunteers. Forty-three events borrowed 184 recycling and compost collection containers and used them to keep 1.4 tons of recyclables and 6.9 tons of compostables out of the landfill.

OTHER PROGRAMS

COMPLIANCE: In FY 18, we licensed 59 haulers (390 vehicles), 13 processing facilities, and 3 transfer stations. We completed 40 load check events (400 individual vehicle checks at three facilities) and assessed Banned Materials Fees on 60 loads. We conducted 32 construction site visits to provide education on managing demolition waste.

BIOSOLIDS: CSWD brokered 15,360 wet tons of sewage sludge for our member communities in FY18, which is 6.5% more material than FY17. CSWD staff is continually investigating options for local treatment of sewage sludge from District members with a focus on removing phosphorus from member wastewater treatment plants. CSWD is in the fifth year of a 5-year contract with Casella Organics for sewage sludge disposal through FY18.

RESEARCH AND DEVELOPMENT: Our research and development efforts targeted recycling markets for hard-to-recycle products and packaging, MSW disposal trends, and consolidated collection of food scraps, recyclables, and trash.

MEMBER GRANTS: CSWD provided \$13,720 in grant funding to member towns via the Community Cleanup Fund in FY18, and \$10,466 in waived Green Up Day disposal fees and financial support to Green Up Vermont on behalf of our member towns.



FISCAL YEAR 2018 REPORT

WHO WE ARE

We are a municipality created in 1987 to oversee and manage solid waste in Chittenden County.

We are governed by a Board of Commissioners. Each of the communities in Chittenden County appoints a representative to the Board.

Our mission is to reduce and manage the solid waste generated within Chittenden County in an environmentally sound, efficient, effective and economical manner.

HOW WE'RE FUNDED

Our revenue comes from three primary sources:

Tip fees on incoming material at our facilities;

The **Solid Waste Management Fee (SWMF)**, a per-ton fee on material sent to the landfill;

Material sales from items that we collect, sort or produce for sale at our facilities.

We are not funded by state or local tax dollars.



BOARD OF COMMISSIONERS

As of 7/1/18

BOLTON

Rep: Duncan Galbraith

BURLINGTON

Rep: Rob Green

Alt: Jennifer Green

CHARLOTTE

Rep: Abby Foulk

Alt: Rachel Stein

COLCHESTER

Rep: Dirk Reith

Alt: Jeffrey Bartley

ESSEX

Rep: Alan Nye

Alt: Max Levy

ESSEX

JUNCTION

Rep: Alan Nye

Alt: George Tyler

HINESBURG

Rep: Lynn Gardner

Alt: Doug Taff

HUNTINGTON

Rep: Roman Livak

JERICHO

Rep: Leslie Nulty

Alt: Bert Lindholm

MILTON

Rep: Donna Barlow Casey

Alt: Erik Wells

RICHMOND

Rep: Adam Sherman

ST. GEORGE

Rep: Nina Friscia

Alt: Maggie Kerrin

SHELBURNE

Rep: Timothy Loucks

Alt: Joe Colangelo

SOUTH BURLINGTON

Rep: Paul Stabler

UNDERHILL

Rep: Dan Steinbauer

Alt: Paul Ruess

WESTFORD

Rep: Michelle DaVia

WILLISTON

Rep: Craig Abrahams

Alt: Caylin McCamp

WINOOSKI

Rep: Ted Regula

Alt: Bryn Oakleaf



CUSI

Chittenden Unit for Special Investigations

50 Cherry Street, Suite 102

Burlington, VT 05401

Phone: (802) 652-6800

Fax: (802) 652-4167

November 27, 2018

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 FY20 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 \$1,109,234 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, the University of Vermont, and the Vermont State Police.* In addition, other agencies contributing in-kind personnel include Winooski, the Department of Children and Families and the Chittenden County States Attorney's office.

Currently our funding formula is based on population. 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: **\$2,159.00 for fiscal year 2020.***

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

95 NORTH AVENUE
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

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Fax: (802) 864-2612
Email: info@cotsonline.org

www.cotsonline.org



October 31, 2018

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 2019-2020.

Last year, the number of homeless children in Vermont skyrocketed beyond all precedent as more and more families struggled to make ends meet in the impossibly tight housing market. So, while the overall numbers, statewide, of people facing homelessness dropped slightly, the percentage of that number who were children increased dramatically.

The underlying pressures fueling that struggle were quantified in a national report released late last year (NLIHC2017). The National Low Income Housing Coalition's 2017 "Out of Reach" report placed Vermont among the five worst states in the nation for having the widest gap between average tenant income and the monthly cost of rent. Only Hawaii, Maryland, California, and New Jersey had a more challenging income-to-rent gap than Vermont.

Burlington and Chittenden County continue to have a severe shortage of affordable housing units, making it extraordinarily difficult for low- to moderate-income families to find homes that fit their budgets. The 2018 Fair Market Rent for a two-bedroom unit in our area is \$1,442 a month. More than 7,500 households in our region pay more than half their incomes on rent (NLIHC2017). Many low-income working households in our area live close to the edge, paycheck to paycheck. They often have limited savings, or no savings at all.

Burlington also continues to have one of our nation's lowest vacancy rates (2.5%), second only to Seattle, WA, which further exacerbates its affordable housing crisis. The ongoing challenge is that once a family loses housing in this tight market it is all but impossible to regain their footing. Hence, the sharp rise in family destitution is compounded by increased durations of homelessness: To re-enter such a competitive housing market with an eviction or negative landlord reference makes securing housing virtually impossible. Last year, the number of children staying in Vermont's emergency shelters increased by 215 over the prior year, reaching the

highest rate on record. And the length of stay in emergency shelters has tripled over the past 10 years (Statewide OEO and COTS annual data). The impact of extended periods of homelessness for these families, particularly children has consequences that affect their health, education, and future career potential. In turn, these negative outcomes will inevitably cascade into a broader impact down the line on our collective vitality.

In addition to our prevention programs COTS provides emergency shelter, outreach, and transitional and permanent housing to people in need. During the most recent state fiscal year (7.1.17 to 6.30.18), across all of our services, we assisted 2,381 people (including 855 children) through shelter, outreach, prevention services, and transitional and permanent housing.

In our last state fiscal year across all of our programs and services we had the following outputs:

- COTS provided a safe, warm place to stay for 56 families (including 85 children) at our emergency family shelters;
- Our Housing Resource Center helped 356 low-income households (349 of whom were children) experiencing financial crisis avert homelessness and stay in their housing or become rapidly rehoused;
- Our housing navigation team provided housing search assistance for 170 individuals and 123 families in shelter and the community;
- We served approximately 639 unduplicated individuals at our Daystation, a daytime shelter offering a free daily meal and access to additional support services;
- COTS provided overnight emergency shelter and a refuge from the streets for 253 men and women.

We greatly appreciate the support we received from the Town of Bolton last year, which helps ensure that our programs remain open and available to everyone who needs help. We respectfully request your support once again as we continue to serve those in our community who are homeless or who are at great risk of becoming homeless.

Thank you for your consideration.

Sincerely,

Tamira

Tamira Martel
Corporate and Foundations Relationship Manager

Thank you! Your many years of support has been invaluable!



For more information, please contact earl.wester@gmail.com

Community Senior Center of Bolton, Richmond and Huntington: 2018-19

MORE ACTIVITIES AND PARTICIPANTS, AND A NEW LONG-TERM PLAN.

How can we best serve our communities in years to come? What's our ultimate vision? What must we do to achieve it? How do we sustain what we do to benefit seniors long-term?

In early 2018, CSC board members worked through a two-day planning process with an outside facilitator to answer these questions and set the vision and mission of the organization.

Vision, mission focus on activities and enrichment.

Our vision: "Boundless opportunities for all seniors to live life to the fullest."

Our revised Mission Statement sums up how we will achieve that:

"The Community Senior Center provides opportunities for seniors to connect with others, learn new things, pursue creative interests, be healthy and contribute to their community."

As we've grown in activities and participants, it's become clearer how to best serve our three communities. Today, our focus is on expanding our activities and programs to serve more seniors, unlimited by a fixed space or our imagination.

Our "space" is everywhere.

We work with private venues to secure recreational opportunities at reduced rates, such as bowling at Spare Time in Colchester, skiing at Bolton Valley, and golf lessons at West Bolton Golf Club.

Our communities also generously afford spaces for our diverse programs, either free or for an affordable fee. In Huntington, these include the Town Hall, Public Library, outdoor basketball court and Community Church Annex. You'll also find our seniors in activities at Bolton's Smilie School, and Richmond's Browns Court fields, Volunteers' Green, Our Lady of the Holy Rosary Church, Congregational Church, Radiate Art Space, and The Free Library and Town Center.

The area's waterways and hiking and biking trails also provide great venues for many outdoor activities.

20 different activities weekly with over 400 participants.

On average, we coordinate 20 different activities weekly. They vary seasonally from a list of nearly 40 activities for over 400 seniors, and it's growing with new requests.

We also offer "Enrichment" programs, from speakers on local history and wildlife to entertainment events and area business tours. A major event was the "Hidden Gems" benefit auction of former

resident H.V. Walsh's artworks. In 2018, approximately 1,000 attendees took advantage of 37 CSC enrichment programs open to all residents for free or a voluntary donation.

New activities for diverse interests.

Activities added in 2018 include Art Exercise and a monthly travelogue with slide presentations on interesting destinations. Coffee Time provides weekly social conversation. Alpine skiing, fishing, kayaking, an opera discussion group, table games, quilting, and Feldenkrais exercise therapy round out the list. Pickleball's popularity now has weekly games in all three towns, and Bone Builders draws 20+ participants in both Huntington and Richmond.

Communication tools reach more people.

The CSC's new weekly email newsletter includes photos and an updated activities calendar. Our new website, developed with the support of SwifTrek owner and CSC member Cara Nelson, overviews our organization and programs. Visit www.cscvt.org to join the email newsletter and learn more about your CSC.

Extraordinary volunteer and leadership work.

Over 70 individuals volunteer to lead activities, host programs and provide professional guidance free or at significantly reduced fees. These community builders truly respect and value the opportunity to give to others.

Our board of directors also welcomed two new members –Rich Roberge and Earl Wester – who add their skills to those of the other volunteer board members.

Operating budget built on private donations of skills and dollars.

Nearly half our \$62,000 operating budget comes from individuals' donations and proceeds from events. The balance is built on the value of voluntary donations-in-kind of professional services and expertise. Spending is focused on equipment and supplies, facility rentals, and communications about activities and events. Our goal is to offer programs free or at minimal cost, so all seniors can participate.

2019 challenges: Administrative hub; transportation.

Growth in activities and participants tells us that meeting seniors' needs in three towns from a single facility is impractical. Thus, we'll continue to work with our communities for the diverse facilities we need. But our growth also brings the need for administrative space. We will be looking for donated or rented "office" for administration and equipment storage and perhaps as a drop-in hub and information resource from where we can continue to grow our outreach programs.

In 2019, we will also explore transportation options with our communities and public services to give more seniors access to our social and enrichment programs.

LEGISLATIVE REPORT

The 2018 elections saw very high voter turnout for a non-Presidential election. This is reflective of the desire for Vermonters to have their voices heard. We appreciate those voices and are honored to return to the State House in 2019 to serve the citizens of the Washington-Chittenden District.

2018 – Year in Review

In Bolton we continued to advocate for appropriate solutions to the safety issues for the Notch Road culvert under I-89. Unfortunately, we were not able to persevere with the Agency of Transportation around locally desired solutions for safe pedestrian access. In the end, the existing culvert, with repairs, still has significant usable life.

On a statewide level, the 2018 regular session ended much the same as the 2017 session, with significant disagreement between the Legislature and the Governor about the state budget and other major policy areas. The Governor vetoed the budget and called for a special session. The primary source of disagreement was whether to use one-time funds for ongoing expenses. After much disagreement, the Legislature passed a state budget, and we avoided any government shut-down. In the end, the budget supported key policy areas like investments in mental health services, including support to reduce emergency room stays by people experiencing a mental health crisis; restoring proposed cuts to services for people with developmental disabilities and physical disabilities; paying the state's retirement obligations; allocating funds for clean water; and adding to the state's reserve funds.

Another area that received a great deal of support from Vermonters and ultimately passed into law and was signed by the Governor, was the reduction of income taxes on Social Security benefits. The Legislature also modified the State tax code to adjust for federal tax changes. If we had not done so, Vermonters would have paid an additional \$30 million in income taxes as a result of the federal tax "cuts".

Several important areas received legislative support but were ultimately vetoed by the Governor. They included gradually increasing the minimum wage; paid family leave; and, protections from toxic substances.

What's in Store for 2019?

As this report goes to press, we are in the midst of the longest running federal government shut-down in the country's history. This has resulted in Vermonters being furloughed from their jobs and/or being asked to work without being paid. It has also impacted nutrition programs for low income individuals and families. The Administration is actively identifying potential short-term fixes and areas of concern.

We will focus our attention on a number of areas including those vetoed by the Governor last year. We are likely to see bills addressing a permanent solution to clean water funding, paid family leave, a tax and regulate system for marijuana, and increasing the minimum wage to name just a few. What form these will or will not take in any final legislation is still unknown; but we are committed to working with our colleagues in the House, Senate and the Administration to find solutions that work for all Vermonters.

Thank you for your continued conversations over the past year. Please feel free to contact us at any time.

Respectfully submitted,

Representative Tom Stevens
Chair, House General, Housing &
Military Affairs
tom@stevensvermont.com

Representative Theresa Wood
Clerk, House Human Services Committee
twood@leg.state.vt.us



Our Community Cares Camp, Inc.

PO Box 503
Richmond, VT 05477
Email: occcvt@gmail.com
802-434-6006



Board of Directors

Linda Parent Mary O'Neil Michael Dooling Karen Clark Connie van Eeghan Alicia DiCocco Jana Brown Leila - Jeanne Corregno
November 29, 2018

Town of Bolton Selectboard
3045 Theodore Roosevelt Highway (US Route 2)
Bolton, Vermont 05676
ATTN: Amy Grover, Town Clerk

Dear Bolton Selectboard,

Our Community Cares Camp, (OCCC) has provided meals to Bolton children each July and has offered a free enrichment day camp to children from Bolton and the other towns in Chittenden East Supervisory Union for the past ten years. I am writing today to provide you with information regarding our services and describe the community needs they address. I respectfully request that the Town of Bolton support OCCC with a donation of \$275 for the coming fiscal year. This donation would acknowledge the services OCCC provides to the children and families of Bolton and the value of those services to the community. Thank you for your past support that acknowledges the services we provide to your children.

OCCC's primary mission addresses the issue of food insecurity. Hunger Free Vermont tells us that one in seven Vermont children come from homes that experience food insecurity. In Bolton, that number is one in five (17% according to CESU). OCCC fed 50 children from Bolton at its meal sites in Richmond (2 meals per day, 48 children and 2 teen employees). OCCC provides freshly prepared food purchased from local farms and businesses. The food mission of OCCC is a very important supplement to local families and helps the children meet nutritional requirements for growth and development.

OCCC addresses other issues that confront families from less affluent families. These include the achievement gap, where children lose skills over the summer, and the opportunity gap, where children just do not have access to enriching activities, especially in the summer. OCCC provides an outstanding opportunity for children from less affluent families to experience summer camp along with all the enriching activities that can inspire them (art, music, sports). OCCC's counselors provide children with positive role models and create friendships that endure throughout the year. OCCC hosted 38 Bolton children (grades k – 8) at summer camp this year. Many children in Bolton have attended summer camp with OCCC for three or more years. Some campers have moved up to becoming junior counselors. OCCC is something that they look forward to each year.

OCCC's annual budget is about \$150,000. OCCC receives reimbursement for meals served from the USDA's summer food service program through the Vermont Agency of Education (\$14,090 in 2018). The rest of the budget is met through fund raising events, direct mail to local residents, donations from local business, and grants from private foundations. OCCC receives some in-kind donations from the School District (space and bus transportation), and businesses like McKenzie (hot dogs), Cabot (cheese). We work year round to raise the money to provide our children with opportunities for enrichment and nutrition. Our largest expenses are salaries (\$75,000+) and food (\$11,000+). OCCC employs 41 local teens and adults as counselors, cooks and program assistants. Many of our arts and crafts supplies are donated by local residents, which helps keep our overall costs low.

Thank you for your time and consideration. Our fiscal year just ended, and we will be sending you our annual report along with additional information as they are produced. OCCC has successfully completed ten camp seasons and is seen by members of the school department as an important supplement to their summer academic program. OCCC

Our Community Cares Camp, Inc. is a registered 501(c) (3) non-profit corporation.

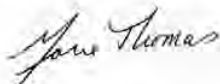
www.ourcommunitycarescamp.org

<https://www.facebook.com/OCCCVT>

Building a caring community – where every child can find success.

provides children with important enrichment activities – art, music, sports, cooking, gardening - and above all, community. Many Bolton children benefit each summer from OCCC services and programs. I hope you will agree and again include OCCC in your annual Town Budget.

Sincerely,

A handwritten signature in cursive script that reads "Marie Thomas".

Marie Thomas,
Executive Director





2018 was a busy year for Richmond Rescue. We have completed the first major renovation to our building in more than twenty years and set records for the total number of calls and the number of patients transported. We also continue to be fortunate in our ability to recruit and retain volunteers.

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 respond to a variety of requests for help, including:

Total requests for service:	662
Calls for service in Bolton:	83 (including 28 at Bolton Valley)
Requests to Interstate 89:	79 (including 37 in Bolton)
Average ambulance response time in Bolton:	17:50
Number of active volunteers:	38
Total volunteer hours:	24,844

Our renovation project should be nearly complete by town meeting. Our service has changed significantly since the building was built in 1996. At that point we had zero employees and no volunteers stayed at the building for their shifts. Now we have three full time staff and thirty eight volunteers who spend their entire shift at our station.

The project has three objectives:

- Provide more comfortable quarters for our volunteers and staff.
- Add more office space and storage
- Add a third bay to our garage to house a small response vehicle

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 fourteen 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.



2018 Squad

We continue to offer free car seat fittings, E911 address signs (\$10), and CPR/First Aid classes. Please contact our station any time, at 434-2394 or email 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,

The Board of Directors and Members of Richmond Rescue

STEPS TO END DOMESTIC VIOLENCE

November 30, 2018

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 43 years. With your help, we provisioned direct service for 1,868 individuals; 1,281 were adults and 587 were children.

In addition to the direct support we provide to survivors, we continue to develop our strong presence and relationship with the Huntington community. This school year our Education and Prevention Coordinator will provide workshops on the topics of Healthy Relationships & Sexuality, Teen Dating Violence, Sexual Violence, and Bystander Intervention for Mount Mansfield Union High School staff and 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.
- 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. 1024, or via email at dylanf@stepsVT.org.

Sincerely,

Dylan Foote

Grant Manager & Data Analyst

**STEPS
TO END
DOMESTIC
VIOLENCE**

July 1, 2017 through June 30, 2018

- Steps to End Domestic Violence provisioned direct service for 1868 individuals. Of those served, 1,281 were adults and 587 were children.
- 90% of the people we served live in Chittenden County.
- 39 individuals served identified as being a member of the LGBTQ community.
- 110 male-identified adults were served.
- 278 youth between the ages of 13 and 24 were served.
- We provided emergency shelter to 226 adults and 121 children for a total of 15,427 bed-nights.
- The Economic Justice program provided economic advocacy and support to 263 adults. We provided transitional housing to 13 adults and children for a total of 3,830 bednights. We also provided transitional rental assistance to 39 adults and children for a total of 8,409 bednights.
- 26 adults were served through support groups.
- The hotline fielded 3,799 calls, emails and webchats, assisting individuals in crisis, and offering emergency services, support and referrals.
- An average of 62 new survivors called the hotline each month, accessing emergency services and support for the first time.
- 301 adults were assisted with filing relief from abuse orders. These adults had 202 children who also benefited from the assistance given to their parents.
- We provided legal advocacy to 367 adults seeking support with divorce, custody/parentage, immigration, criminal justice, and filing for relief from abuse orders.
- Our Children and Youth Services program spent 3,896 hours providing playgroups, advocacy and parenting support to 174 adults and 504 children.
- 74 volunteers provided 4,212 hours of service, the equivalent of nearly 2.03 full-time positions. The approximate dollar value of these contributed hours is \$78,190. This figure is equivalent to 6.5% of our 2018 budget.
- 18 full-time paid staff equivalents worked at Steps to End Domestic Violence.
- Our budget for FY 2018 was \$1,202,232.



State of Vermont
Department of Health
Burlington District Office
108 Cherry Street, STE 102
Burlington, VT 05402

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

Vermont Department of Health Report 2018 For Bolton

Your Health Department district office is in Burlington 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 our headquarters and laboratory in Burlington and 12 district offices around the state, we deliver a wide range of public health services and support to your community. We partner with local organizations, businesses and health care providers to ensure we're equipped to respond to the community's needs.

In 2018, we worked in partnership with communities to:

- Increase capacity statewide to prevent underage and binge drinking and reduce prescription drug misuse and with Regional Prevention Partnerships (RPP).
- Prevent and control the spread of infectious disease. In 2018 we spent \$13,729,406 on vaccines provided at no cost to healthcare providers around the state to make sure children and adults are protected against vaccine-preventable diseases.
- Promote wellness by focusing on walking and biking safety, reducing tobacco exposure, and increasing access to healthy foods through the implementation of local projects and municipal strategies.
- Serve families and children with the Women, Infants, and Children (WIC) Nutrition Education and Food Supplementation Program. In 2018, we served over 11,000 families. WIC families supported farmers by purchasing Vermont grown fruits and vegetables at farmers markets around Chittenden County by redeeming Farm to Family coupons.
- Share new data and reports including the *Vermont Lead in School Drinking Water Testing Pilot Report* which is helping Vermonters understand and address the risk of lead in school drinking water, and the *Injury and Violence in Vermont* report, which is shedding light on the risk of suicide among youths.
- Work with businesses in planning and starting worksite wellness strategies to improve on-the-job opportunities for health for employees including creating Breastfeeding Friendly businesses to support working mothers.
- Work with local partners, including, schools, hospitals, and emergency personnel, to ensure we are prepared to distribute medicine, supplies, and information during a public health emergency.
- Improve understanding of how to stay healthy at work, home, and in the community through initiatives and resources related to 3-4-50, Help Me Grow, WIC, Building Bright Futures, Be Tick Smart, 802Quits, and the Breastfeeding Friendly Employer project.

Learn more about what we do on the web at www.healthvermont.gov

Join us on <https://www.facebook.com/VTDeptHealthChittendenCo/>

Follow us on www.twitter.com/healthvermont



Vermont League of Cities and Towns 2018 Overview

Serving and Strengthening Vermont Local Government

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 that is elected by the membership and comprising municipal officials from across the state.

VLCT's mission is to serve and strengthen Vermont local government. It 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. All 246 Vermont cities and towns are members of VLCT, as are 139 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 managing budgets, conducting elections, assessing property and maintaining roads to providing public 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 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. We represent cities and towns before the state legislature and state agencies, ensuring that municipal voices are heard collectively and their needs are met. VLCT also advocates at the federal level, primarily through its partner, the National League of Cities, and directly with Vermont's Congressional delegation.

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 2018 calendar year, *VLCT News* converted to a magazine style publication from its newsletter format, with the intent to provide more content and diverse information in each edition.

VLCT also finalized the details of moving its digital data to the "cloud," thereby increasing operational efficiency and enhancing cybersecurity and redundant protection of information. This move also reduced the need to acquire, maintain, and replace costly capital equipment. Improvements to the website are ongoing, and in concert with this effort is the research into a new customer relations management system, designed to help VLCT provide important information to members, but also to simplify ways that members provide information to VLCT that is shared among all municipalities.

VLCT conducted a series of Listening Sessions in 12 communities around the state to hear directly from local officials about services received from VLCT and whether any changes are needed, including whether new services should be initiated or outdated ones eliminated. Further discussions will be held with the Board of Directors. Members will be kept apprised of progress in setting future goals and priorities.

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.



Visiting Nurse Association of Chittenden and Grand Isle Counties

Home Health
Services for Adults
and Children

Long-Term Care

Adult Day Program

Private Care

Palliative Care

Hospice Care

McClure Miller

VNA Respite House

September 11, 2018

Town of Bolton

Ms. Amy Grover

3045 Theodore Roosevelt Hwy

Bolton VT 05676

Dear Ms. Grover,

With the support of cities and towns, the Visiting Nurse Association of Chittenden and Grand Isle Counties (VNA) is able to provide quality medically-complex home and community-based care to individuals and families. In fiscal year 2018, the VNA was able to provide services to over 5,900 individuals and \$2.32 million in charitable care. Charitable care is health care provided for free or at reduced prices.

Attached you will find a report on VNA services provided in Bolton during fiscal year 2018 (July 1, 2017 – June 30, 2018) and our request for funding in fiscal year 2020. We are requesting **\$750** which represents level funding with your last contribution.

The VNA 2017 Report to Our Community (which includes an overview of VNA programs) is available on our website at http://www.vnacares.org/wp-content/uploads/2018/03/0004_VNA_AR_FINAL-2017-ANNUAL-REPORT.pdf. Feel free to use any of this information in your Town's Annual Report.

With the University of Vermont Health Network affiliation, we are in a unique position to show how we adapt and respond to changes in our community to ensure that we are providing the best possible care. Within the next few weeks you will see the latest evidence of our ability to adapt: a name change that signifies our alliance to the Health Network in order to make transitions between the hospital and the VNA smoother than ever before. Our new name will be "The University of Vermont Health Network Home Health & Hospice".



We welcome an opportunity to meet with your Select Board or committee members to discuss our services, request or the affiliation. Please call or email Ayesah Raftery, Director of Development, at (802) 860-4475/raftery@vnacares.org 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,

A handwritten signature in dark ink, appearing to read "Judy Peterson". The signature is fluid and cursive, with the first name "Judy" being more prominent than the last name "Peterson".

Judy Peterson, RN
President and CEO

Town of Bolton VNA Request for Funding 2020

Care Report for FY18

The VNA cared for 11 people in Bolton during our past fiscal year (July 2017-June 2018) with the following services:

VNA Service	VISITS	HOURS
Nursing	69	
Physical Therapy	76	
Speech Therapy		
Occupational Therapy	16	
Social Work, Social Service	8	
Licensed Nursing Assistant		
Homemaker		
Waiver Attendant		
Personal Care Attendant		
Total	169	

COST OF PROVIDING CARE	AMOUNT
Total cost of VNA services	\$11,860
Amount reimbursed by Medicare, Medicaid, private insurance, contracts and patient fees	\$11229
Remaining Balance	\$631

The VNA request annual contributions from each town and city in our two-county service area. Your contribution is critical to supporting the **\$2.32 million** in charitable care that we provided this year.

Last year, the VNA cared for over **5,800** 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.

Our goal is to have each town and city help alleviate some of the debt the VNA incurs. The town of Bolton pledged \$750 for FY19. Thank you.

FY20 Request

For fiscal year 2020, the VNA is requesting a contribution of \$750.



Visiting Nurse Association
of Chittenden and Grand Isle Counties



14 Stowe Street
Waterbury, VT 05676
(802) 244-1234

www.wasca.org
adminstaff@wasca.org

ANNUAL REPORT FOR BOLTON 2018

Our Mission: To enrich the lives of older persons by providing services and activities that sharpen the minds and improve the physical and emotional help of its members and help keep them active and involved in the life of the community.

The Waterbury Area Senior Citizens Association (WASCA) would like to ask for funding support from the residents of the Town of Bolton. This will be the first year that we have requested funds from Bolton. Funding from the Town of Bolton will aid WASCA in its continuing mission and expand on our Services. We are asking for a \$1,000 in allocated funds.

2018 Updates/Accomplishments

1. **Meals on Wheels Vehicle** – We were fortunate enough to receive a free three-year lease of a Subaru for meal deliveries courtesy of the Subaru of America 50th Anniversary/Meals on Wheels Share the Love Campaign.
2. **Change in Leadership** – The Center's day to day operations are currently managed by the Board of Directors. The Executive Director's position was vacated in the middle of the year and is still vacant. The Board actively stepped up to fill in this role and have successfully divided the needs of the Center among the Board members.
3. **New Employees** – WASCA brought on two part time staff, Robin Durand and Vicki Brooker. Robin ensure the Center is clean and up to standard. Vicki was recently hired to assist the Board and the Chef, Gale Badeau, with some of the day to day administrative functions. We are lucky to have both Robin and Vicki. Their dedication to their work is commendable.
4. **New Board Members** – This year was the first year in many years that there were no vacancies on the Board of Directors. The new additions were Wendy Magee, and Christine Blais-Diegal, both Duxbury residents; Amanda Lamb and Amanda Brennan both Waterbury residents. They each have brought different strengths to the Board.
5. **Increased Volunteer Presence** – This year, the Center has seen an increase in volunteer activity. We have had a tremendous amount of support from volunteers throughout the year. They have contributed as Meals on Wheels drivers, packing up meals, dishwashers, cooks, and serving meals. We also had volunteers donating many hours of their time with our holiday cookie decorating fundraiser and stuffing envelopes for our Annual Campaign.
6. **Increased Older Vermonter Involvement** – We have also enjoyed more and more visits from older Vermonters for our daily activities like low impact exercise classes, Bingo, Mexican Train Dominos, and congregate meals. They also participate in monthly foot clinics, AARP tax return assistance, a Spirit of Ethan Allen Cruise, and Monthly Movie Night.
7. **New Equipment** – The Center was thrilled to be able to purchase a new Steam Table in December 2018. This table will keep food at appropriate temperatures, has a sneeze guard to keep the food safe from health hazards, and we will see a return on investment (ROI) just in what we save in fuel for the chaffing dishes that were previously used.

2019 Goals (not all inclusive)

- **Increased Daily Activities** – We are exploring various avenues to increase the number of activities made available to older Vermonters at the Center.
- **Increased Day Trips** – We would like to be able to add more day trips for older Vermonters.
- **Upgrade Older Equipment** – We are in the process of evaluating our current equipment needs and project the need to replace some of our outdated equipment.

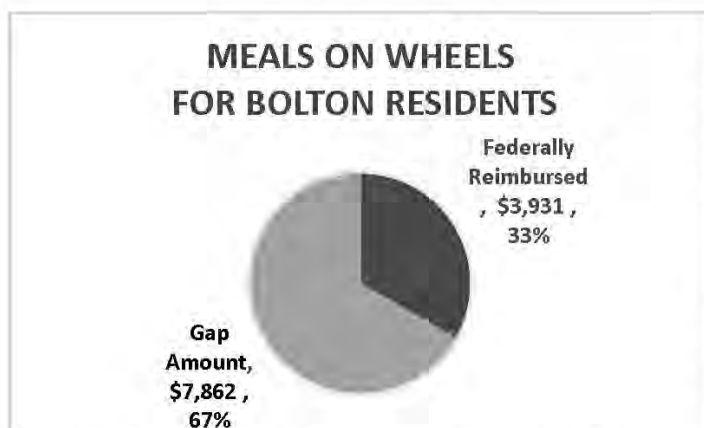
WASCA 14 Stowe Street Waterbury, VT 05676 (802) 244-1234 Web: www.wasca.org Email: adminstaff@wasca.org

2019 Goals Cont.

- **Remove the “Senior” Stigma** – There is a very prevalent stereo-type when it comes to be a ‘senior’ and directly contributes to ageism. We want to educate the public on what it truly means to be an older Vermonter and break down the barrier that is preventing some of the ‘younger’ senior population from participating at the Center.
- **Increase our Social Media Presence** – The Board wants to ensure that we exhaust our avenues of social media to promote ourselves.
- **Increase and Diversify our Fundraising Activities** – We want to add to our current fundraising activities and start to think outside the box to reach a wider audience from the community.

Meals on Wheels

We currently partner with Meals on Wheels of America (MOWA), Central Vermont Council on Aging (CVCOA), and the Vermont Center for Independent Living (VCIL) to supply older Vermonters with nutritious meals daily. We are Federally funded for a portion of the meal cost at \$3.60 per meal. The average cost to cook, pack, and deliver a meal is approximately \$10.80. We have a gap that we need to fill with generous donations and our fundraising efforts. This year, Bolton will have almost 1,100 meals delivered which is almost a 50% increase from last year. If you look at our costs for this program alone, here is the gap that we need to fill just to serve our Bolton residents.



This shows the amount of the gap between the actual meal costs minus the federal reimbursement. This is what the Center needs to raise from donations and fundraising. The new request of \$1,000 of annual support from the Town of Bolton will help us ensure that no older Vermonter goes without a very important and needed service.

We are prohibited by Federal regulations from charging anyone over 60 years of age for our daily meals but do current suggest a donation of \$4.50 per meal for those who can afford it. Currently, we are seeing an average range donation per meal between

\$1.60 and \$1.90 but we never and will never discourage an older Vermonter from enjoying one of our meals. Meals on Wheels helps keep older Vermonters in their own homes and out of nursing homes and hospitals. Meal deliveries can sometimes be the only contact to the outside world that an older Vermonter has. Social interaction is a key component in the health of everyone, especially those who are unable to leave their homes. The driver not only delivers the meals but does a safety check to ensure that home-bound residents are safe and sound.

It is our goal to make the Center an even larger presence in the community than ever before and we could use your continued support to make that happen. Please visit our website and stop by the Center and look at the progress we have made and talk with an older Vermonter or one of our dedicated, staff, volunteers, and Board Members.

Sincerely,

The WASCA Board of Directors

Position	Member Name	Position	Member	Position	Member
Chair	Phil Walbridge	Member	Christine Blais-Diegal	Member	Bambi Mohr
Vice Chair	Mark Forkey	Member	Amanda Brennan	Member	Bella Freedom
Treasurer	Wendy Magee	Member	Amanda Lamb		
Secretary	Arlis Fuglie	Member	Amy Lavery		

SCHOOL SECTION

Mount Mansfield Modified Union School District Annual Report Official Warning Mount Mansfield Modified Union School District





MMMUSD - CESU

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January 15, 2019

Mount Mansfield Modified Union School District Annual Report

The Mount Mansfield Modified Union School District (MMMUSD) Annual Report will be available February 12, 2019. The report will include a proposed 2019-20 school district budget, tax rate information, Chittenden East Supervisory Union expenses and a review of operations, activities 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 (Grades 5-8)
- Camels Hump Middle School (Grades 5-8)
- Mt. Mansfield union High School (Grades 9-12)

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

If you have questions, please contact the Central Office at 434-2128 or by email at cesu.office@cesuvt.org.

FY18 Chittenden East Supervisory Union District Audits can be viewed by going to:
<http://go.cesuvt.org/auditsfy18>



Barbara Tomasi-Gay, Principal

Smilie Memorial School students, staff and families continue to work together to create a community of lifelong learners. Teachers now integrate the social-emotional strategies from *Conscious Discipline* as well as those from *Responsive Classroom* into core

academic areas. Students are becoming more responsible for their own actions and participating in successful conflict resolution sessions. In June, we had the wonderful opportunity to welcome Stuart Paton and his Taiko drumming to Smilie for three days. It was an incredible experience for everyone. Students had the opportunity for three sessions and teachers took advantage of an after school session. The entire residency culminated with a community celebration highlighting what the students had learned.

Our Smilie Family time has taken one step further this year. We get together one-day week and the students are arranged with different grade partners. The staff had read, *Mindsets for Learning*, during our delayed opening professional development. Our teachers decided to incorporate the following mindsets from this book: *resiliency, empathy, optimism, perseverance and flexibility* in student learning. We took about one month for each mindset. Each week students learned a song about one of these mindsets, watched a video and completed related activities. Teachers were engaged in using these words in the classrooms and showing students how they relate to their school work and to personal interactions. It is heartening to hear students themselves using these words as they approach difficult situations.



Our academic achievement remains high at Smilie. Teachers have fully implemented the *Readers and Writers Workshop* model for reading and writing. This model is used throughout the district at the K-4 levels. Teachers have participated in professional development with these models for the past 3 years. Students are now reading and writing for extended periods of time and are more highly engaged. Our math schedule has been designed so that students may receive individual or small group instruction, based on their needs.



We welcomed three new teachers and one paraeducator to Smilie this year. Our new preschool teacher, Ms. Julia Parker -Dickerson, comes to us from Charlotte, Vermont. Ms. Elizabeth Casey joins us as our new preschool special educator. Jacqueline Paquet works one day a week as our preschool speech and language therapist. We welcome Ms. Kristin May as our new paraeducator.

Smilie's student population was 100, for grades preK-4 this fall. We are excited to welcome all new students to our community of learners. We look forward to implementing our new outdoor education initiative in the coming year. We are excited for what the future holds!



Grades: PreK-4
Total Faculty: 12
K-4 Classroom Teacher FTE: 4.0
ESP Staff: 9
Students PreK-4: 100
PreK Partnerships: 5
K-4 Classroom Teacher Ratio: 19.5
Student Assessment Results Link:
<http://go.cesvvt.org/SMS17-18assessments>

SMS K-4 Enrollment Trend





Mark Carbone, Principal



*Wilhelmina Picard,
Assistant Principal*

During 2017-2018, Camels Hump Middle School (CHMS) science teachers continued developing inquiry based learning experiences and partnering with a wide range of community groups. We also redesigned our reporting system to include the scientific concepts of inquiry, modeling and communication. Social Studies instructors were engaged in developing inquiry based Social Studies units following the C3 framework and continue to be actively immersed in this work. CHMS literacy teachers are building upon and refining the instructional pedagogy associated with Writer's and Reader's Workshop focusing on student's reasoning. CHMS math teachers completed aligning the middle grade math expectations to meet with the new high school math scope and sequence and identifying non-negotiable conceptual understandings at every grade level. Eight staff members attended the Sustainability Academy during the summer of 2018 and we are working school-wide to infuse these objectives into our daily instruction. Also, as a school community CHMS administration and staff are working with Seed the Way on implicit bias and developing instructional plans for students.

We are pursuing work in addressing the achievement gap for students identified as socially/economically disadvantaged and students with disabilities. Using the delayed opening mornings for professional development, we are focused on improving student outcomes through instructional practice, formative assessment and flexible grouping and enhancing our co-teaching model. Our mathematics and literacy



teachers are working closely with special educators and our curricular coaches in identifying student conceptual misunderstandings and providing specific remediation strategies. CHMS is refining and implementing a number of community partnerships as part of our science and social studies curriculums; Vermont Amphibians/Reptile Atlas, Vernal Pool Association, Trout in the Classroom, Monitor Barn, Willis Land Trust, and the Richmond Conservation Commission.



Student interest and participation is growing across all of our co-curricular activities and we are adding new offerings and our after-school program options continue to be popular with students. Our interscholastic sports' program is also growing with students participating on eight sports teams. We have added a second boys' basketball team. Over sixty percent of our student population participates in our instrumental music program (chorus and/or band).

Grades: 5-8
Total Faculty: 33
Total Classroom FTE: 18.0
ESP Staff: 21
Students: 327
Student/Classroom Teacher Ratio: 20.4
Student Assessment Results Link:
<http://resources.boltonvt.org/CHMS17-18Assessments>

CHMS Enrollment Trend



Mt. Mansfield Union High School

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 if the work we did led us 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.



Michael Weston,
Principal



Krystina Fernandez,
Assistant Principal



The 2017-2018 school year also contained much student success for MMUHS. On June 16th the Fifty-First Commencement Ceremony was held for Mt. Mansfield Union High School at The University of Vermont. The Class of 2018 had one hundred seventy-eight graduates, of these, sixty-five percent went on to pursue higher education. Seventy-eight members of this class graduates earned a Latin Honors Distinction of Cum Laude or higher, this is done through a 4-year grade point average of 3.45 or higher. Also, eighty percent of our students who took AP

Exams received a score of 3 or higher, this compares to a Vermont average of sixty-six percent, and a global average of fifty-nine percent. Our students shine outside of classroom as well. The MMU Dance, Boys & Girls Nordic Skiing and Girls Alpine Skiing teams all won championships and over fifteen 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.

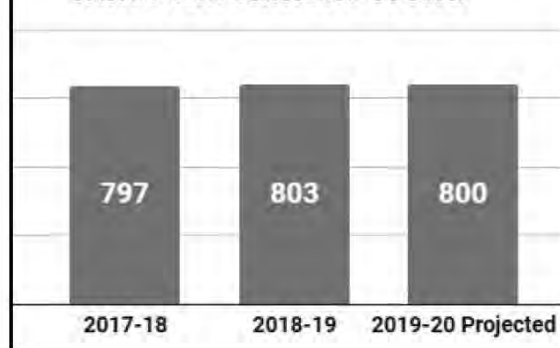


If you have any question or feedback for our school, please do not hesitate to contact us.

Grades: 9-12
Total Faculty: 63
Classroom Teacher FTE: 44.2
ESP Staff: 64
Students: 803
Student/Teacher Ratio: 18.2
Student Assessment Results Link:
<http://go.cesuvt.org/MMU17-19assessments>



MMU Enrollment Trend



Mount Mansfield Modified Union School District						
Proposed Budget Summary & Comparison						
Description	Actual FY 18	Budget FY 18	Budget FY 19	Budget FY 20	\$ Change	% Change
Expenditures						
Instructional Programs	18,287,319	18,640,780	19,203,236	20,030,405	827,169	4.31%
Special Education Purchased Services	5,512	6,409,150	6,904,019	-	(6,904,019)	-100.00%
Special Education Assessment	3,656,510	3,656,510	3,660,819	3,725,863	65,044	1.78%
Vocational Education	1,015,173	1,103,720	931,120	957,848	26,728	2.87%
Co-Curricular Activities	651,029	578,221	634,847	678,393	43,546	6.86%
Health Services	1,752,188	1,685,824	1,700,572	1,705,551	4,979	0.29%
Professional Development	270,088	214,219	276,099	299,823	23,724	8.59%
Media Services	827,068	959,579	896,032	923,663	27,631	3.08%
Board of Education	26,545	18,594	22,000	38,000	16,000	72.73%
Chittenden East Supervisory Union	1,409,475	1,406,758	1,415,304	1,420,202	4,898	0.35%
School Administration	1,538,427	1,572,074	1,478,207	1,377,919	(100,288)	-6.78%
Secretarial Services	1,010,571	1,011,213	1,033,176	1,026,113	(7,064)	-0.68%
Fiscal Services	43,928	74,567	69,903	182,503	112,600	161.08%
Tech Communications Services	227,243	249,591	250,922	213,532	(37,390)	-14.90%
Operation/Maintenance of Plant	3,718,254	3,754,253	3,787,792	3,728,005	(59,787)	-1.58%
Transportation Services	891,006	1,816,894	1,517,813	1,282,705	(235,108)	-15.49%
Food Services	57,073	33,000	33,660	-	(33,660)	-100.00%
Other Fiscal Services	2,566	-	4,353	4,353	-	0.00%
Debt Services	872,687	855,703	848,091	831,352	(16,739)	-1.97%
Transfer to Food Service Fund	84,000	84,000	99,000	145,000	46,000	46.46%
Transfer to Capital Improvement Fund	100,000	100,000	100,000	100,000	-	0.00%
Capital Project	459,408	-	-	525,000	525,000	
Total Expenditures	\$ 36,906,069	\$ 44,224,649	\$ 44,866,964	\$ 39,196,230	\$ (5,670,735)	-12.64%
Adjustments to Allow Valid Year-to-Year Comparison*						
FY20 Special Education Expense				6,904,019		
FY20 Title I Expense				130,855		
FY20 Tax Anticipation Note Expense				(112,600)		
FY19 Transportation Revenue			570,299	570,299		
Adjusted Comparable Expenditures*	\$ 36,906,069	\$ 44,224,649	\$ 45,437,263	\$ 46,688,803	\$ 1,251,539	2.75%
*The Vermont Agency of Education has changed reporting requirements in conjunction with the legislation requiring centralization of services at the Supervisory Union. In FY19 transportation revenue was shifted from the local districts into the SU. This reduced the SU assessments back to the schools. In FY20 we are budgeting the shift of special education revenue from the local districts to the SU. Consequently both <u>revenue</u> and <u>expenses</u> are decreasing by almost seven million.						
Estimated Revenue						
State and Federal						
Education Spending Revenue	35,865,338	36,082,889	36,730,072	37,420,598	690,526	1.88%
Career & Tech Ed Transfer	497,350	514,424	477,245	479,515	2,269	0.48%
Tech Ed Spending Grant	23,467	-	-	-	-	-
Small School Grant	42,631	42,632	42,632	42,632	-	0.00%
Drivers Education	10,526	14,000	14,000	10,000	(4,000)	-28.57%
Transportation	-	570,299	-	-	-	-
High School Completion Program	36,271	15,000	15,000	30,000	15,000	100.00%
Special Education	-	6,409,149	6,942,759	-	(6,942,759)	-100.00%
Title 1	-	130,855	130,855	0	(130,855)	-100.00%
Local						
Tuition	276,531	125,000	125,000	234,022	109,022	87.22%
Interest	8,915	15,000	9,000	123,000	114,000	1266.67%
Impact Fees	-	-	-	-	-	-
Other and Grants	105,672	5,400	5,400	5,400	-	0.00%
Lease Proceeds	-	-	-	-	-	-
Transfer From Reserve	-	-	-	-	-	-
Prior Year Adjustments	22,019	-	-	-	-	-
Surplus/(Deficit)	17,349	300,000	375,000	851,062	476,062	126.95%
Total Estimated Revenue	\$ 36,906,069	\$ 44,224,649	\$ 44,866,964	\$ 39,196,230	\$ (5,670,735)	-12.64%
Adjustments to Allow Valid Year-to-Year Comparison*						
FY20 Special Education Revenue				6,904,019		
FY20 Title I Revenue				130,855		
FY20 Tax Anticipation Note Revenue				(112,600)		
FY19 Transportation Revenue			570,299	570,299		
Adjusted Comparable Revenue*	\$ 36,906,069	\$ 44,224,649	\$ 45,437,263	\$ 46,688,803	\$ 1,251,540	2.75%
An independent audit of the accounts and financial statements of the former school districts that comprise the Mt. Mansfield Modified Union School District, for the period ending June 30, 2018 was conducted by Fothergill, Segale and Valley, CPAs. The report of the elected auditors for the Mt. Mansfield Union School district and reports of the independent auditors for elementary school districts are available online at http://go.cesvut.org/auditsfy18 .						

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

February 28, 2019 & March 5, 2019

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 28, 2019, at 6:00 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 5, 2019** 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 2019-20 proposed budget--for discussion purposes only.
- Article 5: To transact any other school business thought proper when met.

March 5, 2019 -- Australian Ballot Question

- Article 6: Shall the voters of the Mount Mansfield Modified Union School District approve the School Board to expend **\$39,196,230**, which is the amount the School Board has determined to be necessary for the 2019-20 fiscal year?

It is estimated that this proposed budget, if approved, will result in education spending of **\$15,780** per equalized pupil. This projected spending per equalized pupil is **2.20%** higher 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 Browns River Middle School in the Town of Jericho on February 21, 2019 commencing at 6:00 pm and Mt. Mansfield Union High School in the Town of Jericho on February 28, 2019 commencing at 6:00 pm, for the purpose of explaining the 2019-20 proposed budget.


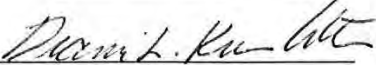


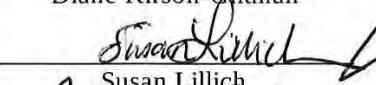
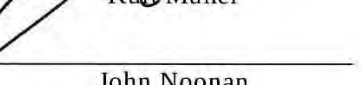
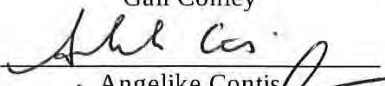
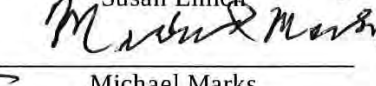
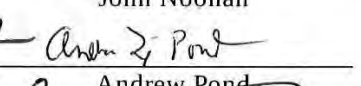
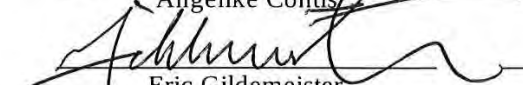
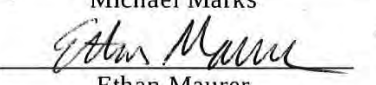
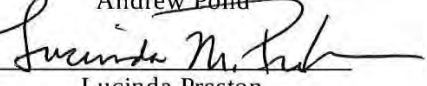
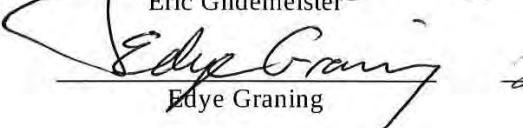
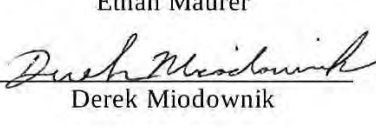
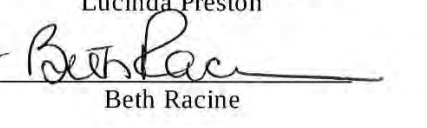
Polling Places

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 7th day of January, 2019.

SCHOOL DIRECTORS

 Kevin Campbell	 Diane Kirson-Clitman	 Kurt Muller
 Gail Conley	 Susan Lillich	 John Noonan
 Angelike Contis	 Michael Marks	 Andrew Pond
 Eric Gildemeister	 Ethan Maurer	 Lucinda Preston
 Edye Graning	 Derek Miodownik	 Beth Racine

Received for record this 7th day of January 2019, A.D.

, Clerk, Mount Mansfield Modified Union School District

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