



Sustainable Connecticut Community Certification Report

This is the Sustainable Connecticut Certification Report of Bolton, a Sustainable Connecticut bronze certified applicant.

Bolton was certified on October 27, 2020 with 260 points. Listed below is information regarding Bolton's Sustainable Connecticut efforts and materials associated with the applicant's certified actions.

Contact Information

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Actions Implemented

Each approved action and supporting documentation for which Bolton was approved for in 2020 appears below. Please enjoy this opportunity to view and learn from the information and materials provided.

Notes: Submission content was created by Bolton, and Sustainable CT makes no claims, promises or guarantees about the accuracy, completeness, or adequacy of the submission, beyond that an individual reviewer approved at least some elements of the action for certification. Further, standards for actions below may have changed, and the documentation listed may no longer satisfy requirements for that action. Finally, approved actions here may include some documents and descriptions in support of action elements that were not approved, in addition to elements that were approved. In preparing your own application, please rely only on the action write-ups for the current certification year to guide your submission. Please contact info@sustainablect.org with specific questions.

1. Inclusive and Equitable Community Impacts

1.1 Optimize for Equity – REQUIRED

10 Points

Approved Information: 9.1 Equity Toolkit Applied to Action 10.1 (10 points), completed summer 2020

Supporting Documentation:

WORD: [9.1.1 OPTIMIZE FOR EQUITY & INCLUSION - BLM RALLY REVISED.DOCX](#)

Documentation Details: The Equity Toolkit narrative can be found in document "9.1.1 Optimize For Equity & Inclusion - BLM Rally REVISED.docx".

Partners: N/A

Additional Information: More information about the action can be found in Action 10.1.

2. Thriving Local Economies

2.3 Inventory and Promote Local Retail Options

10 Points

Approved Information: 1.3.2: 1.3 Inventory and Promote Local Retail Options - Develop, implement and maintain an ongoing "buy local" campaign (10 points), updated 4/25/2020

Supporting Documentation:

PDF: [1.3.2 INVENTORY AND PROMOTE LOCAL RETAIL OPTIONS BUY LOCAL CAMPAIGN](#)

Partners: None

2.4 Provide Resources and Supports to Local Businesses

5 Points

Approved Information: 1.4.1: Host a business roundtable (5 points), occurred on 9/30/2019

Supporting Documentation:

WORD: [1.4.1 BUSINESS ROUNDTABLE.DOCX](#)

WORD: [1.4.1 BUSINESS ROUNDTABLE AGENDA.DOCX](#)

WORD: [1.4.1 BOLTON BRAINSTORM NOTES.DOCX](#)

WORD: [1.4.3 BUSINESS EVENT NARRATIVE.DOCX](#)

Documentation Details: 1.4.1: - The invitation and attendees of the business roundtable can be found in "1.4.1 Business Roundtable.docx". - The agenda for the roundtable is in document "1.4.1 Business Roundtable Agenda.docx". - Stakeholders in Bolton had a meeting before the roundtable to determine what economic development points they wished to bring up. The notes are in document "1.4.1 Bolton Brainstorm Notes.docx". 1.4.3: - The overview of this sub-action and description of the events can be found in "1.4.3 Business Event Narrative.docx".

Partners: CERC hosted the roundtable event with Bolton, Coventry, Mansfield, and Tolland. This was done to create a 4-town economic development strategy.

Additional Information: N/A

2.6 Participate in and Promote the C-PACE Program

5 Points

Approved Information: 1.6.1: C-PACE resolution, agreement, & website link (5 points), 4/7/2020

Supporting Documentation:

PDF: [1.6.1. PARTICIPATE IN AND PROMOTE THE C-PACE PROGRAM](#)

Partners: None

3. Well-Stewarded Land and Natural Resources

3.4 Develop an Open Space Plan

30 Points

Approved Information: 2.4.1: Complete an Open Space Inventory (10 points). updated/created 4/28/20 2.4.2: Prioritize Resources for Protection (5 points). updated/created 04/28/20 2.4.3: Develop an Open Space Plan (10 points). adopted 11/26/2015 2.4.4.b: Protect Open Space - Increase preserved open space in your community (5 points). updated 4/28/20

Supporting Documentation:

EXCEL: [2.4.1. OPEN SPACE INVENTORY](#)

WORD: [2.4.4.B. PROTECT OPEN SPACE - ACTIVE OPEN SPACE ACQUISITION PROGRAM](#)

WORD: [2.4.2 PRIORITIZE RESOURCES FOR PROTECTION.DOCX](#)

PDF: [2015 BOLTON POCD.PDF](#)

PDF: [2.4.3 - PRIORITY AND PRESERVED LAND FEB 2019.PDF](#)

WORD: [2.4.3 - NARRATIVE OF PRIORITIZING FUTURE ACQUISITIONS.DOCX](#)

Documentation Details: 2.4.1: - Inventory completed using the Sustainable CT Inventory Template. This is in document " 2.4.1 Open Space Inventory". 2.4.2: - Narrative of List of Resources for Protection is in document "2.4.2 Prioritize Resources For Protection.docx". 2.4.3: - Bolton's Open Space Plan can be found on pages 28-33 of "2015 Bolton POCD.pdf". - The map priority and preserved land in Bolton can be found in document "2.4.3 - Priority and perserved land Feb 2019.pdf". - The document that explains the town's Bolton Open Space Plan is "2.4.3 - Narrative of prioritizing future acqisitions.docx". 2.4.4b: - Active Open Space Acquisition Program Narrative is in "2.4.4.b. Protect Open Space - Active Open Space Acquisition Program". - A copy of the POCD is referenced and linked with page numbers included in the narrative listed above.

Partners: Bolton Open Space Committee and Bolton Land Trust Active Open Space Acquisition Program - None.

Additional Information: N/A

4. Vibrant and Creative Cultural Ecosystems

4.1 Map Tourism and Cultural Assets

5 Points

Approved Information: 3.1.2: Maintain Municipalities CT Visit Profile (5 points), updated July 2020

Supporting Documentation:

PDF: [3.1.2 BOLTON CT VISIT PAGE.PDF](#)

PDF: [3.1.2 BUSINESS GUIDE CTVISIT LETTER 7.20.2020.PDF](#)

Documentation Details: 3.1.2: - The link to Bolton's CT Visit page as well as where the link on the municipal website is can be found in "3.1.2 Bolton CT Visit Page.pdf". - "3.1.2 Business Guide CTVisit Letter 7.20.2020.pdf" is a letter that the town sent to businesses in Bolton informing them of how to maintain their CT Visit pages and link to the town's page.

Partners: N/A

Additional Information: N/A

4.2 Support Arts and Creative Culture

10 Points

Approved Information: 3.2.1: Establish Poet Laureate (part of 10 points), Resolution 04/2020 - Updated with ADOPTED/SIGNED Resolution 07/2020 3.2.3: Dedicated Town Budget Funding Rec Summer Concert Series (part of 10 points). FY2019-2020 - Updated Budgets added 3.2.10: Cultural Activities offered at the Library (part of 10 points). FY2019-2020

Supporting Documentation:

PDF: [3.2.1 SUPPORT ARTS AND CREATIVE CULTURE POET LAUREATE](#)

PDF: [3.2.3 SUPPORT ARTS AND CREATIVE CULTURE RECREATION SUMMER CONCERTS BUDGET](#)

PDF: [3.2.10 SUPPORT ARTS AND CREATIVE CULTURE LIBRARY PROGRAMS](#)

PDF: [3.2.3 SUPPORT ARTS AND CREATIVE CULTURE RECREATION SUMMER CONCERTS - 2019 REC BUDGET SEE PAGE 8](#)

PDF: [3.2.3 SUPPORT ARTS AND CREATIVE CULTURE RECREATION SUMMER CONCERTS - 2020 REC BUDGET SEE PAGE 7](#)

PDF: [3.2.1 SUPPORT ARTS AND CREATIVE CULTURE POET LAUREATE REVISED WITH SIGNED RESOLUTION.PDF](#)

Documentation Details: To address this comment from below: "The Town's financial commitment to their summer concert series has the potential to earn credit for sub-action 3.2.3. However, credit cannot be approved for this sub-action. The budget sheets that note the Town funding for the concert series were not included in the submitted PDF. We recommend that Bolton submit the material again attaching both pages 7 and 8 of their 2019-2020 budget." Please see new pdf attachments of 2019 Rec Budget see page 8 and 2020 Rec Budget see page 7, each showing the summer concert series budgets. These budgets were inadvertently left out of the original submittal. Please also see new ADOPTED/SIGNED Resolution for Poet Laureate which didn't get completed until July 7, 2020 due to COVID-19 restrictions

Partners: None

5. Dynamic and Resilient Planning

5.1 Integrate Sustainability into Plan of Conservation and Development

80 Points

Approved Information: 4.1.1b: Include Sustainability Concepts in POCD (40 points), POCD adopted November 2015 4.1.2: Include Sustainability Concepts in Zoning Regulations (40 points), effective February 2016

Supporting Documentation:

PDF: [2015 BOLTON POCD.PDF](#)

PDF: [4.1.2 ZONING REGS SECTION 3.PDF](#)

PDF: [4.1.2 ZONING REGS SECTION 8.PDF](#)

PDF: [4.1.2 ZONING REGS SECTION 15.PDF](#)

PDF: [4.1.2 ZONING REGS SECTION 7.PDF](#)

WORD: [4.1.1B WORKSHEET B.DOCX](#)

WORD: [4.1.2 WORKSHEET C.DOCX](#)

Documentation Details: Worksheet B and Worksheet C outline the specific pages of the POCD and zoning regulations where sustainability concepts can be found. In Worksheet C, pages are listed as 3-15, for example. That means zoning regulations section 3, page 15. The implementation guide can be found on pages 93-95 of "2015 Bolton POCD.pdf".

Partners: N/A

Additional Information: N/A

6. Clean and Diverse Transportation Systems and Choices

6.1 Implement Complete Streets

30 Points

Approved Information: 5.1.6: Implement Complete Streets Projects (30 points), draft plans disseminated July 2019

Supporting Documentation:

PDF: [5.1.6 FINAL CCGP GRANT APPLICATION 170721.PDF](#)

PDF: [5.1.6 COMMITMENT TO FUND LETTER 190319 SIGNED.PDF](#)

PDF: [5.1.6 BOLTON CENTER CCG PLANS 2020.PDF](#)

Documentation Details: 5.1.6: - A description of the Complete Streets Project can be found on pages 9-11 of "5.1.6 Final CCGP Grant Application 170721.pdf". - Because this project is still being implemented, we have submitted a commitment to funding document ("5.1.6 Commitment to Fund Letter 190319 signed.pdf") to show the progress of this project. - The plans of the project are in document "5.1.6 Bolton Center CCG Plans 2020.pdf".

Partners: N/A

Additional Information: The Connectivity Study referenced in the Grant application can be found in action 5.5.

6.5 Promote Public Transit and Other Mobility Strategies

20 Points

Approved Information: 5.5.1: Educational materials on town website (5 points), currently on town website
5.5.2: Bike Rodeo (5 points), held on 7/25/2020 5.5.3: Connectivity Study/Audit (10 points), survey completed 7/22/2016, audit completed 8/9/2020

Supporting Documentation:

WORD: [5.5.1 PROMOTE ALTERNATIVE TRANSPORTATION.DOCX](#)

PDF: [5.5.3 BWB AUDIT PROCEDURE 8-9-2020.PDF](#)

PDF: [5.5.3 BWB AUDIT RECOMMENDATIONS 8-9-2020.PDF](#)

PDF: [5.5.3 BOLTON AUDIT MAP 8-9-2020.PDF](#)

PDF: [5.5.3 COMMUNITY CONNECTIVITY SURVEY.PDF](#)

WORD: [5.5.2 BIKE RODEO OVERVIEW.DOCX](#)

IMAGE: [5.5.2 BIKE RODEO.JPG](#)

EXCEL: [5.5.2 BIKE RODEO PARTICIPANTS.XLSX](#)

Documentation Details: 5.5.1: - The town's alternative transportation information link can be found in document "5.5.1 Promote Alternative Transportation.docx". 5.5.2: - An overview and the objectives of the bike rodeo can be found in document "5.5.2 Bike Rodeo Overview.docx". - A flyer advertising the bike rodeo can be found in "5.5.2 Bike Rodeo.jpg". - The participant list for the bike rodeo can be found in "5.5.2 Bike Rodeo Participants.xlsx". 5.5.3: - The audit can be found in document "5.5.3 BWB Audit Procedure 8-9-2020.pdf". - Audit recommendations can be found in "5.5.3 BWB Audit Recommendations 8-9-2020.pdf". - The Bolton connectivity survey is in document "5.5.3 Community Connectivity Survey.pdf".

Partners: N/A

Additional Information: N/A

7. Renewable and Efficient Energy Infrastructure and Operations

7.1 Benchmark and Track Energy Use

5 Points

Approved Information: 6.1.1: Benchmark and track energy use in muni buildings (5 points), last updated 8/14/2020

Supporting Documentation:

EXCEL: [CT REPORT-FULL-ANNUAL-BENCHMARK BOLTON UPDATED.XLSX](#)

IMAGE: [ENERGYSTAR DATA REQUEST COMPLETED.JPG](#)

Documentation Details: Bolton's energy use data was downloaded from ENERGYSTAR Portfolio Manager in document "CT Report-Full-Annual-Benchmark Bolton updated.xlsx". Proof of data request completion is in the email screenshot "ENERGYSTAR Data Request Completed.JPG".

Partners: Amy Thompson at the University of Connecticut assisted Bolton track their energy use and maintain their portfolio.

Additional Information: N/A

8. Inclusive Engagement, Communication and Education

8.2 Provide Effective Community Communications

15 Points

Approved Information: 7.2.1 (15 points), updated 8/18/2020 - 7.2.1a Inventory - 7.2.1b Communications strategy - 7.2.1c Communication strategy implementation

Supporting Documentation:

EXCEL: [7.2.1A PROVIDE EFFECTIVE COMMUNITY COMMUNICATIONS - INVENTORY.XLSX](#)

PDF: [SUSTAINABLE CT 7.2B.PDF](#)

PDF: [SUSTAINABLE CT 7.2C.PDF](#)

Documentation Details: 7.2.1a: Inventory of communication channels is in document "7.2.1a Provide Effective Community Communications - Inventory.xlsx". 7.2.1b: Community strategy is in "Sustainable CT 7.2b.pdf". 7.2.1c: Description of implementation is in "Sustainable CT 7.2c.pdf".

Partners: N/A

Additional Information: N/A

8.3 Train Municipal Representatives

5 Points

Approved Information: 7.3.1: Train Municipal Commissions (5 points). training session 2/24/2020

Supporting Documentation:

PDF: [7.3.1 TRAIN MUNICIPAL COMMISSIONS](#)

Partners: None

9. Strategic Materials Management

9.4 Develop a Food Waste Prevention Campaign or Food Scraps Recovery Campaign or Program

5 Points

Approved Information: 7.8.1: Food Waste Prevention Campaign Outreach (5 points), executed June - August 2020

Supporting Documentation:

WORD: [7.8.1 FOOD WASTE REDUCTION CAMPAIGN.DOCX](#)

PDF: [7.8.1 PRESENT FOOD WASTE 6.24 SCT MINUTES.PDF](#)

WORD: [7.8.2 OVERVIEW OF COMPOSTING WORKSHOP.DOCX](#)

WORD: [7.8.2 PRESENTATION TO EHHD RE IMPLEMENTATION OF HOME COMPOSTING - MEETING NOTES.DOCX](#)

Documentation Details: 7.8.1: - To view Bolton's educational outreach regarding food waste, see document "7.8.1 food waste reduction campaign.docx". - The campaign was presented at Bolton's Sustainability Committee meeting on 6/24/2020. View the minutes in document "7.8.1 present food waste 6.24 sct minutes.pdf". 7.8.2: - The description of Bolton's outreach and development of the food waste reduction program are on pages 1-2 of "7.8.2 Overview of Composting Workshop.docx". - The video of the workshop is linked at the bottom of page 2 in "7.8.2 Overview of Composting Workshop.docx". - The date/invitation of the town's presentation to the Eastern Highlands Health District is on page 3 of "7.8.2 Overview of Composting Workshop.docx". - Meeting notes from the composting meeting with the Health District are in "7.8.2 Presentation to EHHD re Implementation of Home Composting - meeting notes.docx".

Partners: N/A

Additional Information: N/A

11. Healthy, Efficient and Diverse Housing

11.1 Design and Implement an Affordable Housing Plan

15 Points

Approved Information: 8.1.1: Housing Data Profile Analysis/Presentation (15 points), presented 8/12/2020

Supporting Documentation:

PDF: [8.1.1 PSC HOUSING DATA PROFILE.PDF](#)

EXCEL: [8.1.1 WORKSHEET 1 ADDITIONAL DATA BOLTON.XLSX](#)

WORD: [8.1.1 WORKSHEET 2 BOLTON.DOCX](#)

PDF: [8.1.1 PRESENTATION OF HOUSING DATA AT PZC.PDF](#)

Documentation Details: 8.1.1: - Bolton's Housing Data profile is in "8.1.1 PSC Housing Data Profile.pdf" - Worksheet 1 was transformed into a spreadsheet and is document "8.1.1 Worksheet 1 Additional Data Bolton.xlsx". - Worksheet 2 is "8.1.1 Worksheet 2 Bolton.docx". - The presentation of housing data is in the meeting minutes of the 8/12/2020 PZC meeting. They are on page 6 of "8.1.1 Presentation of Housing Data at PZC.pdf".

Partners: N/A

Additional Information: N/A

13. Innovative Strategies and Practices

13.1 Implement Your Own Sustainability Action

10 Points

Approved Information: 10.1: Innovative Action (10 points), implemented summer 2020

Supporting Documentation:

WORD: [9.1.1 OPTIMIZE FOR EQUITY & INCLUSION - BLM RALLY REVISED.DOCX](#)

PDF: [6.24.2020 SCT MINUTES.PDF](#)

WORD: [7.22.2020 SCT MINUTES.DOCX](#)

PDF: [BOS-2020-07-07_MINUTES.PDF](#)

Documentation Details: The Town of Bolton is in the process of creating a Diversity Council to address race and social justice issues within the community. The Equity Toolkit has been applied to this action, and is submitted as document "9.1.1 Optimize For Equity & Inclusion - BLM Rally REVISED.docx" to describe this action in detail. The creation of a Diversity Council has also been discussed at numerous town meetings. See: - "6.24.2020 SCT Minutes.pdf" action item 5. - "7.22.2020 SCT Minutes.docx" action item 4a. - "BOS-2020-07-07_Minutes.pdf" action 9C.

Partners: N/A

Additional Information: The Equity Toolkit was applied to this action.