

BOLTON COMMUNITY DEVELOPMENT PROGRAM

Operations Manual Introduction

Program Mission Statement

The Bolton Community Development Program is a revolving loan fund that seeks to leverage private equity for economic development that promotes and results in sustainable economic growth, job creation, expanding tax base, and a year-round community.

The Bolton Community Development Program (BCDP) Operations Manual is designed to assist Town of Bolton elected and appointed officials in fulfilling the duties and responsibilities associated with the receipt of \$4,000,000 in Urban Development Action Grant Funds in October, 2008 as a result of the sale of the Sagamore Hotel.

The procedures developed by the BCDP Advisory Committee, and adopted by the Bolton Town Board in September, 2009 will serve as a reference source for present and future members of the Advisory Committee when making decisions regarding the distribution of the program funds.

The manual is organized to address the major operational components of the program and to provide a brief history of the funding.

A copy of the manual should be readily available to all members of the Bolton Town Board and all members of the Bolton Community Development Program Advisory Committee.

Bolton Community Development Program Advisory Committee

Ike Wolgin, Chair
Ron Conover, Vice-Chair
J. Buckley Bryan
Craig Hannon
Susan Wilson

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