

**TOWN OF BOLTON
BOARD OF SELECTMEN
POSTPONED – TUESDAY, NOVEMBER 13, 2018
UNTIL
MONDAY, NOVEMBER 19, 2018– 7:00 P.M.
TOWN HALL**

1. Call to Order.
2. Public Comment.
3. Approval of Minutes:
 - A. September 19, 2018 Special Meeting.
 - B. October 2, 2018 Meeting.
 - C. November 1, 2018 Special Meeting.
4. Correspondence.
5. Unfinished Business.
6. New Business:
 - A. Report from Charter Study Committee.
 - B. Charter Oak Greenway Shared Use Path and Path Extension.
 - C. Lower Bolton Lake Status Report.
 - D. FY19 Budget.
 - E. Discussion on CT DOT's Proposal for Installation of Centerline Rumble Strips on Camp Meeting Road.
 - F. Consider and Act on 2019 Meeting Dates.
 - G. Consider and Act on Budget Transfers and/or Appropriation Requests.
7. Ongoing Business:
 - A. Subcommittee Reports.
 - B. Properties and Facilities.
 - C. Revenue Sources.
8. First Selectman's Report:
 - A. Connecticut Conference of Municipalities Annual Conference.
 - B. Other.
9. Administrative Officer's Report:
 - A. Capital Region Natural Hazard Mitigation Plan.
 - B. School Safety and Preparedness Forum.
 - C. Capital Projects.
 - D. Health Insurance Consortium.
 - E. CRCOG Projects.
10. Appointments.
11. Adjournment.

The Board of Selectmen held a special meeting on September 19, 2018 at the Notch Road Municipal Center with First Selectman Sandra Pierog presiding. Also in attendance were: Selectmen Robert Morra, Mike Eremita, Kim Miller and Nicole Sullivan (7:36 p.m); Building Official/Fire Marshal Jim Rupert; Buildings and Grounds Supervisor John Butrymovich; Administrative Officer Joyce Stille; and Mark Allyn, BVH Engineering.

1. Call to Order

S. Pierog called the meeting to order at 7:04 p.m.

2. Notch Road Municipal Center Report

The group had an in depth discussion with M. Allyn on his firm's structural analysis of the north and center sections of the building. Key points included:

- * exterior walls including brick are part of structural support
- * most interior walls load bearing as well
- * change of occupancy to business requires many upgrades
- * due to necessary work and associated costs, recommendation is to tear down structure
- * costs estimates do not include all of the remediation of hazardous materials
- * a peaked roof could not be done due to lateral load and mass
- * addressing ADA issues would not be easy
- * considering past life of building, spending over \$9 million in renovation would only prolong life of building by 15 to 20 years
- * demolition estimate is \$300,000 to \$500,000

Based on the report and discussion, all meeting attendees agreed that renovating the Notch Road Municipal Center does not make sense. Other options for Town Hall need to be considered. The north wing is a concern and BVH will provide a quote on further analysis of the snow/ice load structural capabilities. A copy of the report will be posted on the Town's website and filed with the Library and Town Clerk.

3. Adjournment

The meeting ended at 7:51 p.m.

Respectfully Submitted,

Joyce M. Stille

Please see minutes of subsequent meetings for corrections to these minutes and any corrections hereto.

**TOWN OF BOLTON
BOARD OF SELECTMEN
MINUTES
REGULAR MEETING TUESDAY, OCTOBER 2, 2018**

		Present	Absent
First Selectman	Sandra Pierog	X	
Deputy First Selectman	Robert Morra	X	
Selectman	Mike Eremita	X	
Selectman	Kim Miller		X
Selectman	Nicole Sullivan	X	
Administrative Officer	Joyce Stille		X
Other	Members of the public - 4	X	

1. Call to Order

By: Sandra Pierog

Time: 7:02 p.m.

Place: Town Hall

All stood to recite the Pledge of Allegiance.

2. Public Comment:

Raymond Marrion, 38 Maple Valley Road - Present on behalf of Richard Treat and Bolton Land Trust. The Heritage Farm Commission gave permission to park vehicles on the hay field between 1:00 p.m. and 3:30 p.m. on October 20, 2018. There is a celebration planned for the opening of the Edie Clark Trail. There are no concerns about the parking unless the field is wet. Marrion will walk the field beforehand to survey its condition. The BOS is okay with this plan. Gwen Marrion reported that the trail will be marked with orange tapes temporarily. Permanent markings will be made in the future.

3. Approval of Minutes:

A. September 4, 2018 Regular Meeting

Motion: Move to approve the minutes of the September 4, 2018 meeting.

By: Eremita

Seconded: Morra

Voting:

For: Pierog, Eremita, Morra, Sullivan

Against: None

Abstain: None

B. September 19, 2018 Special Meeting

Postponed until the next meeting.

4. Correspondence:

Letter from Bolton Volunteer Fire Department

The Fire Department sent a letter of thanks for the well-attended event. The BOS thanks the department for hosting the event.

5. Unfinished Business:

None

6. New Business:

A. Heritage Farm Trail Enhancement

Deb Livingston, 59 Maple Valley Road -Reported that she has spoken to Heritage Farm Commission asking to create a new trail that will come up the Rose Trail and exit near the picnic bench. This will provide an alternate route and spread out the foot traffic. She has spoken to John Butrymovich about using equipment to clear out a dense portion of the proposed trail. Where it is wet or has a stream crossing, they will work around those areas. A trail name has not yet been proposed.

Motion: Move to approve the new trail as discussed.

By: Sullivan

Seconded: Morra

Voting:

For: Pierog, Eremita, Morra, Sullivan

Against: None

Abstain: None

Pierog reported that there was an excellent meeting between John, Deb, and herself regarding parking alternatives for the Wednesday night cross-country series. Deb will work with her Board to explore the options that were discussed.

B. Charter Oak Greenway Share Use Path and Path Extension

No update available. Pierog reminded the public that the trail is closed with signs posted. Anyone use the trail could be subject to ticketing for trespassing.

C. Lower Bolton Lake Status Report

The health advisory was lifted on Friday afternoon. Cyanobacteria was present for two weeks. The high turbidity is likely caused by the amount of rain we've had. The consultant has not decided on the method for eradication of curly pond weed.

D. FY19 Budget

The expenditure report through September 30, 2018 and tax collection summary through August 31, 2018 were reviewed. Work on the intersection of Stoney and South Roads continues.

E. FY20 Budget

The FY20 budget documents need to be distributed to all boards, commissions and departments. Their proposed budgets are to be submitted in December. Discussion centered on asking the department heads what they would like to see funded if funding was available. The Town recognizes and appreciates everyone's help in keeping budgets low. As a result, some needs may be unmet. This is an opportunity to request additional funding to meet needs. All agreed that based on the budget, these additional funding requests may or may not be approved.

F. Bolton High School/Central Office Project Closeout

Pierog went over the unaudited figures.

BOLTON HIGH SCHOOL AND CENTRAL OFFICE PROJECT

Original Budget Projections

Total Cost	\$25,967,792.00
Grant Anticipated	\$11,494,259.00
Anticipated Town Share (Bonds, General Fund, Capital Reserve & School Capital Fund)	\$14,473,533.00

Actual Total Cost **\$25,099,078.80**

Actual Sources of Revenue

General Fund	\$12,904.51
Capital Reserve Fund	\$83,811.88
Bond 1	\$9,000,000.00
Bond 2	\$3,695,000.00
School Construction Grants (BHS & Central Office)	\$11,620,194.00
School Capital Fund	<u>\$1,201,894.01</u>
	\$25,613,804.40
Refund to School Capital Fund	<u>\$ - 514,725.60</u>
Project Cost	\$25,099,078.80

Actual School Construction Grants Information

BHS Total Construction Payments	\$11,107,015.00
Central Office Total Construction Payments	\$ 138,887.00
Audit Central Office Adjustments	\$1,004.00
Audit BHS Adjustments*	<u>\$373,288.00</u>
	\$11,620,194.00

*April Audit Report showed balance due to town was \$279,677. Exceptions to the April audit report were submitted by the town to the state for consideration. The exceptions were based on information provided by Gilbane and work completed by school and town staff and First Selectmen Sandra Pierog. The state did make an adjustment based on our submission. In the September Final Audit Report, the amount due to the town increased by \$93,611 to \$373,288.

G. DEEP Trail Grant

The Town did not receive the Connectivity Grant previously applied for. As a result, the Town is applying for a DEEP Recreational Trail Grant, due October 31, 2018. It proposes building a trail from the Fire Department to Bolton Heritage Farm. This trail would help with meeting a goal of Vibrant Communities Initiative. While the piece of property in front of the church is in the Town's right-of-way communication has been opened with the church to see what their concerns might be for people traversing that piece of the trail.

H. Consider and Act on Emergency Management Performance Grant

Motion: Move to approve the resolution for the Emergency Management Performance Grant with the change of Robert R. Morra to Sandra Pierog:

RESOLVED, that the Board of Selectmen may enter into with and deliver to the State of Connecticut Department of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that Sandra Pierog, as First Selectman of the Town of Bolton, is authorized and directed to execute and deliver any and all documents on behalf of the Board of Selectmen and to do and perform all acts and things which she deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

By: Morra

Seconded: Eremita

Voting:

For: Pierog, Eremita, Morra, Sullivan

Against: None

Abstain: None

I. Consider and Act on Budget Transfers and/or Appropriation Requests

None

7. Ongoing Business:

A. Subcommittee Reports

Pierog has brought the BOS up-to-date.

B. Properties and Facilities

Town Garage project is still waiting for approval of the LoCIP funding. It is hoped this will move forward soon.

C. Revenue Sources

None

8. First Selectman's Report:

A. Joint Board Meeting

This is to be held on November 1, 2018 at 7:00 p.m. at Town Hall.

B. Other

Pierog has received calls about the increase in sewer fees. The minutes from the Bolton Lake Pollution Control are on the website including a paragraph that explains the increase. The next Bolton Lakes Regional Water Pollution Control Authority will be held on October 24, at 7:00 p.m. at the Bolton Town Hall where questions can be asked and answered.

9. Administrative Officer's Report:

A. ICMA Conference

Stille attended last week.

B. School Safety and Preparedness Forum

BOE is sponsoring the meeting to be held October 10, at 6:30 p.m. at Bolton High School. While the entire plan will not be shared enough of the plan will be shared so parents are comfortable knowing the teachers are trained to handle a situation.

C. Health Insurance Consortium

Bolton continues to look at this consortium hopes to stabilize hold insurance premium increases.

10. APPOINTMENTS:

None

11. EXECUTIVE SESSION: ADMINISTRATIVE OFFICER REVIEW:

Motion: Move to enter Executive Session at 7:42 p.m. to discuss the Administrative Officer review.

By: Sullivan

Seconded: Morra

Voting:

For: Pierog, Eremita, Morra, Sullivan

Against: None

Abstain: None

Pierog recessed the meeting for 15 minutes ended at 8:15 p.m.

Executive session motion: Move to approve a 2.95% salary increase for the Administrative Officer retroactive to July 1, 2018.

By: Morra

Seconded: Eremita

Voting:

For: Pierog, Eremita, Morra, Sullivan

Against: None

Abstain: None

12. ADJOURNMENT:

Motion: Move to adjourn the meeting at 8:16 p.m.

By: Morra

Seconded: Eremita

Voting:

For: Pierog, Eremita, Morra, Sullivan,

Against: None

Abstain: None

Respectfully Submitted,

Yvonne B. Filip

Yvonne B. Filip, Board of Selectmen Recording Secretary

Please see minutes of subsequent meetings for corrections to these minutes and any corrections hereto.

TOWN OF BOLTON
Charter Study Committee

REPORT TO THE BOARD OF SELECTMEN

November 5, 2018

Hon. Sandra Pierog
First Selectman
222 Bolton Center Road
Bolton, CT 06043

Dear Ms. Pierog:

As you know, the Charter Study Committee (CSC) met for the first time on October 23, 2018, and completed its work on November 5, 2018. The Committee submits the following report for consideration by the Board of Selectmen.

At its first meeting the Committee elected Paula Meyers as Chair, and Gwen Marrion as Vice Chair. The Committee then reviewed its charge and the process set out for amendment by the current Charter and General Statutes.

Two things became immediately clear to the Committee.

First, each member present felt strongly that the existing Charter has significant flaws. While the members may not all have the same flaws in mind, there was broad consensus that the entire Charter now needs comprehensive review by a group constituted – and properly equipped and empowered – for that purpose.

Second, our members recognize that the CSC is not that group, but only a “gatekeeper” for the amendment process under the current Charter. A Charter Revision Commission, appointed under Chapter 99 of the General Statutes, is the appropriate body to undertake a comprehensive review and propose amendments to the voters. Given that reality, the CSC members believe that any recommendation we might make in favor of specific changes would not advance the process. Absent extensive research and soliciting broad public input, such statements would merely be the personal opinions of our members. Yet, for us to undertake those tasks would be to duplicate and delay the eventual work of a Charter Commission and, perhaps, prematurely to influence or color its work. Since a Charter Commission would be given 16 months to complete its report before any amendments could actually go to the voters for approval, we felt it better to open the door for the future members of that body and then not stand in their way.

Therefore, our Committee’s single conclusion and recommendation is that the Selectmen should constitute a Charter Revision Commission, with all deliberate speed, to review and revise the entire Charter.

We thank you for the opportunity to contribute to the future governance of Bolton.

Respectfully submitted:

Paula M. Meyers

Paula Meyers, Chair

For:

The Charter Study Committee:

Paula Meyers, Chair

Gwen Marrion, Vice Chair

Robert Gallé

Heidi Luck

William Pike

Adam J. Teller

John B. Toomey, Jr.

	FY19 October 31, 2018	Adopted Budget	Revised Budget	Expense YTD	Balance	Encumbrance	Unexpended	% Expended	FY18	FY17	FY16
1	Administration	\$290,794	\$290,794	\$92,669.91	\$198,124.09	\$0.00	\$198,124.09	31.87%	31.21%	29.76%	33.27%
2	Prof and Tech Svcs	\$318,490	\$318,490	\$51,752.36	\$266,737.64	\$21,088.82	\$245,648.82	22.87%	14.05%	15.15%	19.19%
3	Financial Administration	\$222,430	\$222,430	\$62,084.57	\$160,345.43	\$0.00	\$160,345.43	27.91%	27.78%	26.16%	30.05%
4	Auditing	\$26,500	\$26,500	\$0.00	\$26,500.00	\$0.00	\$26,500.00	0.00%	0.00%	0.00%	0.00%
5	Assessor	\$77,908	\$77,908	\$22,935.46	\$54,972.54	\$0.00	\$54,972.54	29.44%	28.55%	27.67%	27.84%
6	Tax Collector	\$97,742	\$97,742	\$29,991.15	\$67,750.85	\$0.00	\$67,750.85	30.68%	28.32%	28.51%	33.43%
7	Data Processing	\$113,551	\$113,551	\$52,803.44	\$60,747.56	\$0.00	\$60,747.56	46.50%	52.16%	23.19%	29.68%
8	Town Clerk	\$114,264	\$114,264	\$35,425.38	\$78,838.62	\$4,130.00	\$74,708.62	34.62%	33.26%	29.42%	27.44%
9	Property Insurance	\$134,106	\$134,106	\$60,139.99	\$73,966.01	\$0.00	\$73,966.01	44.85%	44.01%	69.90%	33.63%
10	Probate	\$5,850	\$5,850	\$5,673.00	\$177.00	\$0.00	\$177.00	96.97%	0.00%	98.95%	94.60%
11	Elections	\$41,898	\$41,898	\$8,561.06	\$33,336.94	\$0.00	\$33,336.94	20.43%	13.22%	10.97%	11.56%
12	Board of Finance	\$2,200	\$2,200	\$75.00	\$2,125.00	\$0.00	\$2,125.00	3.41%	0.00%	3.41%	3.86%
13	Public Building Commission	\$540	\$540	\$0.00	\$540.00	\$0.00	\$540.00	0.00%	0.00%	12.04%	0.00%
14	Parks/Town Building Ops	\$675,109	\$675,109	\$158,754.23	\$516,354.77	\$5,688.42	\$510,666.35	24.36%	24.02%	21.34%	21.83%
20	Police	\$379,977	\$379,977	\$90.00	\$379,887.00	\$0.00	\$379,887.00	0.02%	0.01%	0.03%	0.05%
21	Fire	\$183,519	\$183,519	\$53,105.38	\$130,413.62	\$48,051.58	\$82,362.04	55.12%	48.25%	46.81%	49.27%
22	Animal Control	\$3,500	\$3,500	\$3,000.00	\$500.00	\$0.00	\$500.00	85.71%	85.71%	0.00%	0.00%
23	Fire Marshal	\$23,607	\$23,607	\$1,853.64	\$21,753.36	\$0.00	\$21,753.36	7.85%	27.31%	33.57%	30.70%
25	Highways and Streets	\$1,021,996	\$1,021,996	\$353,080.43	\$668,915.57	\$23,981.46	\$644,934.11	36.89%	34.18%	43.16%	38.59%
30	Public Health Admin	\$33,240	\$33,240	\$13,668.16	\$19,571.84	\$0.00	\$19,571.84	41.12%	41.04%	39.53%	38.94%
31	Seniors / Social Services	\$156,823	\$156,823	\$45,915.00	\$110,908.00	\$6,096.90	\$104,811.10	33.17%	29.21%	21.67%	34.60%
35	Conservation	\$1,575	\$1,575	\$520.00	\$1,055.00	\$0.00	\$1,055.00	33.02%	33.33%	30.79%	19.68%
36	Recreation	\$33,185	\$33,185	\$0.00	\$33,185.00	\$0.00	\$33,185.00	0.00%	0.00%	0.00%	0.00%
37	Library	\$289,213	\$289,213	\$99,587.57	\$189,625.43	\$18,807.05	\$170,818.38	40.94%	42.43%	40.62%	43.33%
40	Land Use	\$280,354	\$280,354	\$78,854.25	\$201,499.75	\$9,000.00	\$192,499.75	31.34%	31.42%	31.22%	28.88%
41	Planning & Zoning	\$6,580	\$6,580	\$408.58	\$6,171.42	\$0.00	\$6,171.42	6.21%	5.81%	7.84%	8.36%
42	Zoning Board of Appeals	\$1,440	\$1,440	\$0.00	\$1,440.00	\$0.00	\$1,440.00	0.00%	22.22%	0.00%	0.00%
43	Inlands/Wetlands	\$2,235	\$2,235	\$269.01	\$1,965.99	\$0.00	\$1,965.99	12.04%	25.58%	18.35%	12.89%
44	Open Space	\$645	\$645	\$0.00	\$645.00	\$0.00	\$645.00	0.00%	0.00%	0.00%	0.00%
45	Economic Development	\$2,000	\$2,000	\$535.00	\$1,465.00	\$0.00	\$1,465.00	26.75%	0.00%	5.00%	11.75%
48	Fringe Benefits	\$901,965	\$901,965	\$264,986.23	\$636,978.77	\$0.00	\$636,978.77	29.38%	32.54%	33.83%	30.73%
49	Waste Collection	\$504,173	\$504,173	\$146,858.70	\$357,314.30	\$0.00	\$357,314.30	29.13%	29.03%	27.71%	28.56%
	Totals	\$5,947,409	\$5,947,409	\$1,643,597.50	\$4,303,811.50	\$136,844.23	\$4,166,967.27	29.94%	29.18%	30.45%	29.69%

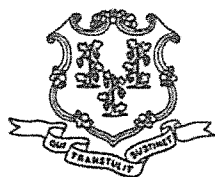
TAX COLLECTOR
9.30.2018

ESTIMATES FOR FISCAL	ADOPTED	COLLECTIONS YTD	REFUNDS	RETURNED ON-LINE PYMT	RETURNED CHECKS	Transfers	NET COLLECTION 9.30.2018	PERCENTAGE
								COLLECTED FY 19 BUDGET
CURRENT YR. LEVY	\$ 14,995,888.00	\$ 14,946,489.34	\$ (6,044.36)	\$ (3,673.80)	\$ (33,090.64)	\$ (297.19)	\$ 14,903,383.35	99.38%
MOTOR VEHICLE	\$ 1,596,517.00	\$ 1,477,417.17	\$ (2,698.51)	\$ (5,870.88)	\$ (1,545.77)	\$ 884.09	\$ 1,468,186.10	91.96%
SUPP. MV LEVY	\$ 168,480.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
SUB TOTAL	\$ 16,760,885.00	\$ 16,423,906.51	\$ (8,742.87)	\$ (9,544.68)	\$ (34,636.41)	\$ 586.90	\$ 16,371,569.45	97.68%
PRIOR YEARS	\$ 85,000.00	\$ 83,466.12	\$ (1,194.05)	\$ (1,194.18)	\$ (590.07)	\$ 80,487.82		94.69%
INTEREST & FEES	\$ 60,000.00	\$ 36,976.16	\$ -	\$ (173.87)	\$ (179.51)	\$ 3.17	\$ 36,625.95	61.04%
TOTAL	\$ 16,905,885.00	\$ 16,544,348.79	\$ (9,936.92)	\$ (10,912.73)	\$ (34,815.92)	\$ 0.00	\$ 16,488,683.22	97.53%

PREVIOUS YEAR CURRENT YR LEVY COLLECTED

	7.31.2018	8.31.2018	9.30.2018	10.31.2018	11.30.2018	12.31.2018
	86.52%	99.09%	99.38%			
	1.31.2019	2.28.2019	3.31.2019	4.30.2019	5.31.2019	6.30.2019
	7.31.2017	8.31.2017	9.30.2017	10.31.2017	11.30.2017	12.31.2017
	87.21%	98.97%	99.31%	99.79%	99.94%	100.10%
	1.31.2018	2.28.2018	3.31.2018	4.30.2018	5.31.2018	6.30.2018
	100.19%	99.86%	99.95%	100.26%	100.32%	100.41%

6E



STATE OF CONNECTICUT

DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546

Phone: (860) 594-2768

October 17, 2018

VIA E-MAIL

The Honorable Sandra Pierog
First Selectman
Town of Bolton
222 Bolton Center Road
Bolton, CT 06043
spierog@boltonct.org

Dear First Selectman Pierog:

Subject: 2019 Resurfacing Program
Installation of Centerline Rumble Strips

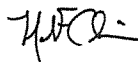
The Connecticut Department of Transportation (Department) will be resurfacing State Route 534 (Camp Meeting Road) from the Manchester town line to Route 85 (Clark Road/West Street) during the 2019 construction season. It was determined that this section of State Route 534, a distance of approximately 1.60 miles, is a candidate for the installation of centerline rumble strips. The Department is requesting your review and approval for the installation of centerline rumble strips in this area.

Centerline rumble strips (CLRS) are a cost-effective, proven safety countermeasure that reduces the risks of head-on and sideswipe opposite direction crashes. A CLRS is a longitudinal safety feature installed at the centerline of a paved roadway. It is comprised of a series of milled elements intended to alert distracted, drowsy or inattentive drivers (through vibration and sound) that they have unintentionally crossed the centerline. For those drivers who unintentionally cross the centerline, the audible and vibratory warning provided by the CLRS greatly improves the chances of a quick and safe return to their lane. Where drivers do not safely recover, the warning created by the rumble strips often improves driver reaction; reducing crash severity. CLRS also serve as an effective means of locating the travel lane during inclement weather. Pavement markings are often obscured during fog, snow or rain. The vibration provided by CLRS can assist drivers from unintentionally crossing the centerline during these conditions.

If you agree with the above, please sign this letter in the space provided below and email it to the Department at Trafficsafety.dot@ct.gov. Please retain a copy for your records. It is not anticipated that an informational meeting or formal public hearing would be necessary due to the limited nature of the proposed work. However, if a meeting is required by the Town or should you have any questions or disagree with the recommendation, please contact Mr. Mena Shehata at (860) 594-2992. A response is requested by November 15, 2018 so as not to impact the scheduled resurfacing project.

Please inform local agencies and municipally-owned utilities of the proposed improvements and advise the Department of any local work that would need to be coordinated with this project.

Very truly yours,



Mark F. Carino,
P.E.
2018.10.19
08:58:59-04'00'

Mark F. Carino, P.E.
Division Chief of Traffic Engineering
Bureau of Engineering and Construction

Enclosure

cc: Ms. Joyce M. Stille, Local Traffic Authority representative

On behalf of the town of Bolton, I concur with the installation of centerline rumble strips in the aforementioned section of State Route 534 (Camp Meeting Road) and that neither a public informational meeting nor a public hearing is needed for the installation of centerline rumble strips on State Route 534 between the Manchester town line to Route 85 (Clark Road/West Street).

Signature

Date

Printed Name and Title



PAVING LIMITS



Proposed CLRS

Town of Bolton
State Route 534
Project # 171-XXX

DRAFT

6F

BOARD OF SELECTMEN

2019 MEETING DATES

January	8th		
	22nd	NRMC Rm 9	Budget Workshop
	29th		Budget Workshop
February	5th		
	12th		Budget Workshop
	19th		Budget Workshop
	26th	NRMC Rm 9	Budget Workshop
March	5th		
April	2nd		
May	7th		
June	4th		
July	2nd		
August	6th		
September	3rd		
October	1st		
November	12th (Elections)		
December	3rd		

All meetings are at 7:00 p.m. at the Town Hall unless otherwise noted.

The Human Resources Subcommittee held a meeting on November 8, 2018 at the Notch Road Municipal Center. Present were: First Selectman Sandra Pierog, Selectman Robert Morra and Administrative Officer Joyce Stille.

1. Call to Order

The meeting began at 7:00 p.m.

2. Discussion on Personnel

The group discussed that union negotiations will begin early next calendar year for the Highway and Non-Supervisors unions.

Also reviewed, was the Superintendent's discussion on hiring part-time School Resource Officers. Representation from the Board of Education and/or Superintendent will be requested for the next Finance and Administration Subcommittee meeting for joint discussion on this topic.

Over the last couple of years, the Board of Selectmen has discussed and agreed on pursuing the combining of the Highway Department personnel and Buildings and Grounds Department personnel into one department when the current Highway Supervisor retires. This subcommittee will meet with each of the current department heads separately to discuss how this might be structured. All agreed and expressed continued support for the plan to have Buildings and Grounds Supervisor John Butrymovich be the supervisor for the new combined department. The group noted that Mr. Butrymovich has been actively taking classes to support the new role.

The group reviewed and accepted the FY19 goals for the Administrative Officer.

Lastly, the group reviewed the following positions and wages. By consensus, the group agreed to recommend to the Board of Selectmen the following:

		<u>Total</u>
First Selectman (monthly)	\$1,267.47	\$15,209.69
Deputy First Selectman (monthly)	\$203.52	\$2,442.29
Selectmen (3) (per each)	\$1,464.54	\$4,393.62
Record Checker (2) (per doc)	\$.55	
Treasurer (monthly)	\$788.10	\$9,457.22
Tax Collector Shared Position	\$19.53/hour	
Assessor (monthly)	\$2,104.34	\$25,252.02
Board of Assessment Appeals (3/each)	\$216.43	\$649.29
Registrars (2)	\$20.50/hour	
Deputy Registrars (2)	\$15.38/hour	
Moderator	\$12.98/hour	
Election Workers	\$11.64/hour	
Van Drivers	\$15.66/hour	
Home Help/Chore Workers	\$10.93/hour	
Handyman	\$19.60/hour	
Secretary	\$16.06/hour	

Fire Chief		\$13,510.34
Deputy Fire Chief		\$7,888.03
Assistant Chief		\$5,629.31
Captains (2) (per each)		\$2,251.72
Lieutenants (5) (per each)		\$1,125.86
Deputy Fire Marshal (monthly)	\$311.60	\$3,739.20
Snow Plow Driver	\$17.87/hour	
Snow Plow Driver (CDL)	\$19.48/hour	
Library Substitutes	\$11.53/hour	
Library Pages (2)	\$10.93/hour	
Assistant Building Official	\$26.00/hour	

For full-time, non-union staff, their increases will be up to 2.75% based on their individual performance reviews. Any increase for the Board of Selectmen needs to be approved at the end of the current fiscal year or beginning of the next fiscal year.

3. Adjournment

The meeting ended at 8:00 p.m.

Respectfully Submitted,

Joyce M. Stille

Please see minutes of subsequent meetings for approval of these minutes and any corrections hereto.

9.A.

FOR IMMEDIATE RELEASE

November 1, 2018

Public Draft of Capitol Region Natural Hazard Mitigation Plan is Available for Review

Local planners are seeking public input on a plan for reducing losses from natural disasters in the greater Hartford area. The Capitol Region Council of Governments (CRCOG), along with each of the 38 municipalities in the Capitol Region, has updated the region's Natural Hazard Mitigation Plan. A Natural Hazard Mitigation Plan is a tool that helps a community understand risks and take specific steps to reduce property damage, injury, and loss of life. This plan discusses the occurrence and consequences of floods, winter storms, tornadoes, hurricanes and tropical storms, wildfires, earthquakes, and dam failure. The plan identifies activities that communities can perform before natural hazards occur in order to minimize property damage, risk of life, and the costs that are shared by all. This update identifies significant changes in vulnerabilities, risks, capabilities, and mitigation actions that have developed since adoption of the previous plan in 2014.

A draft is available for review at CRCOG's web page for natural hazard mitigation planning:
<http://crocog.org/2016/05/natural-hazards-mitigation-planning/>

Alternatively, individual plan components can be accessed as follows:

- Multi-jurisdiction Plan: <https://mminc.sharefile.com/d-sf1fec9bcbbd4c078>
- Community Annexes: <https://mminc.sharefile.com/d-sb7da0cf3bee4ba8b>
- Appendices A-F: <https://mminc.sharefile.com/d-s77e9db4ef7e4d239>
- Appendices G-H: <https://mminc.sharefile.com/d-sd323dd8fb334a309>

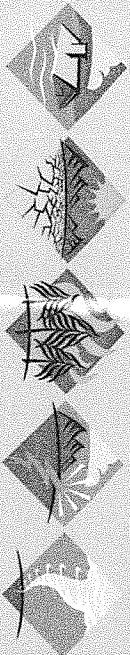
The Capitol Region Council of Governments is offering an opportunity for the public to attend an informational meeting to learn about the plan, ask questions, and provide input. The meeting will be held on November 15, 2018, from 5:30 to 6:30 PM at the West Hartford Town Hall, Room 400. CT Transit bus routes 60, 62, 64, 66, and 153 can be used to access the location. Local bus route 153 connects to the CTfastrak busway.

Comments or questions can also be emailed to Lynne Pike DiSanto at lpikedisanto@crocog.org. Comments are due November 21, 2018.

For more information, please contact Lynne Pike DiSanto of CRCOG at (860) 522-2217, extension 4211.

Capitol Region Natural Hazards Mitigation Plan Update

A plan for the improving the resiliency of the Region's 38 cities and towns



Capitol Region Council of Governments

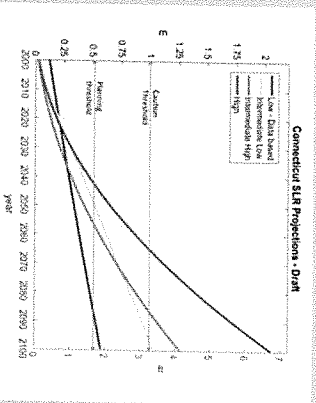
The Capitol Region Council of Governments (CRCOG) is a voluntary Council of Governments formed to initiate and implement regional programs of benefit to the towns and the region. It is guided by the chief elected officials of our 38 Metro Hartford municipalities. The mayor, first selectmen, and town council chairmen who make up our governing Policy Board recognize that the future of our individual members is tied to the future of our region. Our members have collaborated for more than 50 years on a wide range of projects to benefit our towns individually and the region as a whole. CRCOG's membership includes municipalities as diverse in size and character as the City of Hartford (population 124,320) and the Town of Andover (population 3,213).

Every five years, CRCOG prepares a Multi-jurisdictional Hazard Mitigation Plan for its member municipalities. The plan acts as a strategy for addressing community and regional resilience to natural hazard events and includes prioritized recommendations for each town. The most recent hazard mitigation plans were developed in 2014 for Hartford and twenty-nine of the surrounding towns and in 2016 for eight additional municipalities. A new Hazard Mitigation Plan is currently in development which will address all thirty-eight communities in the Capitol Region.

Hazard Mitigation Planning: A Handbook for State and Local Governments, Second Edition, 2012, by Robert E. Carter, Ph.D., and Robert E. Carter, Ph.D., with contributions by Robert E. Carter, Ph.D., and Robert E. Carter, Ph.D. Published by National Fire Protection Association, 2012.

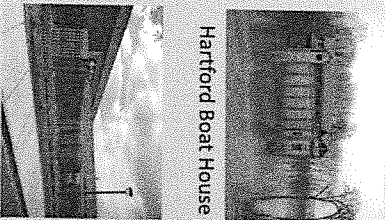
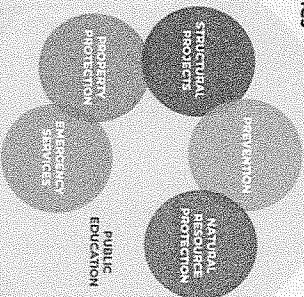
Use climate forecast results and related data to improve analyses of vulnerabilities.

- Official SLR projections from CIRCA
- Riverine flood modeling (underway at UConn)
- New drought forecasting being done by some water utilities



Use proven and novel efforts to bolster communities' mitigation strategies to address vulnerabilities and advance resiliency.

- Hazardous spills from businesses such as dry cleaners
- Municipal separate storm sewer systems (MS4)
- MDC Coordination regarding drainage and sewers
- Historic and cultural resources
- Repetitive flood loss properties
- Microgrids and fuel cells
- Bolster critical facilities
- Dam failure drills



Hartford Boat House



Drainage Project



Parkville Microgrid



South Windsor EOC

Perform robust public outreach and engagement efforts to improve understanding of climate change impacts in the Capitol Region.

- SurveyMonkey survey (135 responses to date) with climate change questions
- Multiple public meetings throughout the Region
- Several regional workshops with the planning teams; two meetings included climate change segments
- Social media announcements
- Regional and municipal web postings
- Press release to media outlets



Contact CRCOG

Website: CRCOG.org
 Email: info@CRCOG.org
 Phone: 860-522-2217

CRCOG staff contact information:
 Executive Director: Lyle Way - lway@CRCOG.org
 Coordinator for Plan Update: Lynne Pike Disanto - lpidisanto@CRCOG.org

APPOINTMENTS

Leslie Shea (D)
Senior Citizen's Commission
Term: 4 years

Patrice Carson, Director of Community Development
Central Regional Tourism District, Inc. Board of Directors
Term: 1 year

Bolton Lakes Regional Water Pollution Control Authority
Term: 3 years
Robert Morra
Joyce Stille (Alternate)