

**TOWN OF BOLTON  
BOARD OF SELECTMEN  
TUESDAY, JULY 10, 2018 – 7:00 P.M.  
TOWN HALL**

1. Call to Order.
2. Public Comment.
3. Approval of Minutes:
  - A. June 5, 2018 Public Hearing.
  - B. June 5, 2018 Meeting.
  - C. June 19, 2018 Special Joint Meeting with Land Use Boards/Commissions.
4. Correspondence.
5. Unfinished Business.
6. New Business:
  - A. Charter Oak Greenway Shared Use Path and Path Extension.
  - B. Lower Bolton Lake Status Report.
  - C. FY18 Budget Report.
  - D. FY19 Budget.
  - E. Consider and Act on Budget Transfers and/or Appropriation Requests.
  - F. Discussion on Former Route 6 Expressway Land Between Notch Rd and Notch Rd Ext.
7. Ongoing Business:
  - A. Subcommittee Reports.
  - B. Properties and Facilities.
  - C. Revenue Sources.
8. First Selectman's Report:
  - A. Economic Development Incentives.
  - B. Other.
9. Administrative Officer's Report:
  - A. CRCOG:
    - 1) Crumbling Foundations.
    - 2) Recognition.
    - 3) Natural Hazard Mitigation Plan.
  - B. Nathan Hale Greenway.
  - C. Statewide Emergency Drill.
10. Appointments.
11. Adjournment.

**TOWN OF BOLTON**  
**BOARD OF SELECTMEN**  
**PUBLIC HEARING – STORMWATER ORDINANCE**  
**MINUTES**  
**TUESDAY, JUNE 5, 2018**

		<b>Present</b>	<b>Absent</b>
First Selectman	Sandra Pierog	X	
Deputy First Selectman	Robert Morra	X	
Selectman	Mike Eremita	X	
Selectman	Kim Miller (Remote)	X	
Selectman	Nicole Sullivan	X	
Administrative Officer	Joyce Stille	X	
Others	4 members of the public	X	

**1. Call to Order**

By: Sandra Pierog

Time: 7:01 p.m.

Place: Town Hall

Pierog read the public hearing notice and then asked if there were any members of the audience that wished to comment.

**2. Public Comment**

William Anderson, 76 French Road – has read the ordinance and other documents that were provided on the federal web site. The document contents are very far apart. He asked how the ordinance is going to be enforced and what the real purpose is for it?

Pierog and Stille provided feedback that this ordinance is modeled after the state's model ordinance. Also Connecticut's regulations are far more restrictive than nationally. Other states backed off from some of the federal language, but Connecticut decided not to. Pierog also stated that the Council of Small Towns and CRCOG agree that it is a very restrictive set of regulations that will be difficult to enforce and at a large cost to towns.

Morra added that there is no question that this ordinance is overkill. When other state administration is in place he would like to see this matter revisited. The regulations in Town have crept and crept up to being more restrictive that makes compliance more miserable for the residents.

Anderson urged the BOS to vote no on this matter.

Pierog stated that a no vote will mean a potential loss of funding from the state. Stille stated the time frame for adopting this ordinance in Town is at the limit without being penalized. Sullivan commented that communication to the townspeople would be helpful in their understanding of

why this ordinance is before them. By Charter, the BOS must vote on the matter within fourteen days of the public hearing; it is on the agenda for this evening. Any major changes to the ordinance will take them away from the model ordinance.

Eremita commented that when the ordinance was created, it was structured for the shoreline and along major water bodies. What would be a regulation near major watercourses is different than a small town that is inland. There are more pollutants that come off the roads than could ever come from someone's driveway. The biggest offenders are those that are trying to regulate this.

Kim Welch, 51 Vernon Road – stated that runoff is a concern for Lower Bolton Lake. Some residents will channel runoff into a brook or lake. She sees this ordinance as helping to protect resources like Bolton Lake. There is no question that runoff is affecting the lake. As a result, the Town is in the lake management business now. Eremita added that lawn chemicals affect waterways as do the materials that are found on the roads.

The public hearing was closed at 7:11 p.m.

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  
BOARD OF SELECTMEN  
MINUTES  
REGULAR MEETING TUESDAY, JUNE 5, 2018**

		<b>Present</b>	<b>Absent</b>
First Selectman	Sandra Pierog	X	
Deputy First Selectman	Robert Morra	X	
Selectman	Mike Eremita	X	
Selectman	Kim Miller (remote)	X	
Selectman	Nicole Sullivan	X	
Administrative Officer	Joyce Stille	X	
Others	5 members of the public	X	

**1. Call to Order**

By: Sandra Pierog

Time: 7:12 p.m.

Place: Town Hall

**2. Public Comment:**

Jim Aldrich, 35 Hanover Farms Road – is building the dentist office on Boston Turnpike. He submitted a letter dated June 5, 2017 requesting the lobbying for the elimination of the July 2018 building code update as a way to save money for the state, towns, and the construction industry. The code is changed often and the updated code books are not printed in timely manner to allow builders time to get up to speed on the new code before another update is passed. There should be a grace period after the new book is published in order to digest the updates.

Kim Welch, 51 Vernon Road – thanked the Town for the use of the Everbridge system when Route 44 was closed due to a transformer fire and lines on the road surface. She urges the use of the alert system more frequently. Many people do not use social media while en route. DOT states there are 15,000 vehicles using one lane during the average commuting hours to get into town, whether on Route 6 or Route 44. Welch asks that the Town plead with DOT to fix the intersection to have two lanes of I-384 for Route 44 traffic and an arrow at the traffic signal for Quarry Road. It is frustrating to be stuck in traffic for hours on I-384 when Route 6 is closed. These closures happen fairly often. She has asked DOT about getting digital signage further out so drivers can select an alternate route. Stille stated there are discussions with CRCOG and DOT about placing digital traffic alert signs for I-384 eastbound.

William Anderson, 76 French Road – the Economic Development Committee would like to know if the BOS is in favor of publishing tax incentives on the website in order to be more competitive.

Bike/walk Bolton is looking for a port-a-potty somewhere on the trail. The EDC would be happy to pay for the facility until the money runs out. They are also looking into composting toilets. The EDC believes that trail brings people into town. He suggested the port-a-potty be placed at Notch Pond. Pierog indicated this is State land for which

permission would be required to place anything there. The Selectmen already denied a request to fund the toilet out of Town funds. This item does not fall under the EDC fund. The Finance Subcommittee will review this matter. Anderson asked that this be expedited in order to place the toilet as soon as possible. Morra is wary of the continued yearly cost. The commuter parking lot is a major terminal why not encourage the State to add a simple facility there. A State garage is there for security. The State has been approached about this, but money is the issue. It should be tied to the bike trail, too, not only the commuter lot.

### **3. Approval of Minutes:**

#### **A. May 8, 2018 Regular Meeting**

**Motion:** Move to approve the minutes of the May 8, 2018, meeting.

By: Morra

Seconded: Eremita

Voting:

For: Pierog, Miller, Morra, Sullivan, Eremita

Against: None

Abstain: None

#### **B. May 22, 2018 Special Meeting**

**Motion:** Move to approve the minutes of the May 22, 2018, meeting.

By: Morra

Seconded: Eremita

Voting:

For: Pierog, Miller, Morra, Sullivan, Eremita

Against: None

Abstain: None

### **4. Correspondence:**

An email and supporting documentation was received from Gwen Marrion, President of the Bolton Land Trust, requesting a letter from BOS in support of a grant application that will be used to purchase the property at 89 Church Street.

Gwen Marrion was present at the meeting. 89 Church Street has frontage on Brandy Street and is adjacent to the Lombardi Ridge Preserve. If purchased, the properties will represent the largest, contiguous open space in Bolton. The nationwide competition for the federal grant monies is through DEEP Forest. This forest will be very community oriented in the planning, use, and management. It will serve the important function of educating landowner management of forest land. This area attracts the woodcock and the New England Cottontail along with bobcat and wild turkey. The future vision is to connect this preserve to Heritage Farm. Heritage Farm history includes a Revolutionary War French encampment and 89 Church Street has history of the Second Great Awakening Methodist gathering.

Morra is in favor of the project, but asked how acquiring the parcel would affect tax revenue versus the possibility of it being developed. Marrion replied that this would be a most difficult property to develop. The latest tax bill was for \$243. Eremita asked what strings would be attached if the grant is won. Marrion indicated that the Land Trust would have to own the parcel forever. The Town would not have any obligation for the property.

**Motion:** Move to provide a letter of support for the grant application to purchase the property located at 89 Church Street by the Bolton Land Trust.

By: Sullivan

Seconded: Eremita

Pierog suggested that the first line of the draft letter be amended to read "...unanimously supports the efforts..."

Voting:

For: Pierog, Miller, Morra, Sullivan, Eremita

Against: None

Abstain: None

#### **5. Unfinished Business:**

None

#### **6. New Business:**

##### **A. Charter Oak Greenway Shared Use Path and Path Extension**

There will be a Trails meeting on June 12, 2018 at 9:00 a.m. at Notch Road. The path continues to be worked on; gas line work continues along Route 85 near Williams Road.

##### **B. Lower Bolton Lake Status Report**

A request was sent to DEEP for the annual draw down. The water is looking a little green, which may be because of pollen season. It continues to be monitored by our consultant and volunteers.

##### **C. FY18 Budget**

Stille directed the BOS' attention to the Totals line with 79.93% Expensed for 2018 compared to 80.75% in 2017, 79.29 % in 2016, and 80.02% in 2015.

The State Trooper bill was received yesterday for \$318,000 that does not include telephone charges; \$365,293 was budgeted for Police. Base salaries were \$163,000; the remaining is for overhead costs including cars, insurance, uniforms, meals, and travel miles.

The Tax Collector report was provided through April 30, 2018. The Motor Vehicle line item has the greatest change as a different mill rate was used.

The Board of Finance will meet on Thursday; setting the mill rate is on the agenda.

#### **D. Consider and Act on FY19 Budget**

The following reductions/additions are proposed to get to the necessary \$50,000 reduction.

<u>+ OR -</u>	<u>Budget/Line Item</u>	<u>Comment from Stille</u>
\$300	Administration \$300 Other Payroll	
-\$4,950	Professional/Technical Services -\$4,950 Official/Administrative Services (Reval)	Not as many inspections were needed.
-\$45,000	Police Protections -\$45,000 Contracts	
-\$2,300	Library -\$1,300 Regular Payroll -\$1,000 Other Payroll	Had funds that were not needed.
\$1,950	Employee Fringe Benefits \$3,250 Fire Fighter Retention Program -\$1,300 Workers' Compensation	More people are aging out.

**Motion:** Move to approve the reductions/additions as proposed.

By: Morra

Seconded: Eremita

Voting:

For: Pierog, Miller, Morra, Sullivan, Eremita

Against: None

Abstain: None

#### **E. Consider and Act on Stormwater Ordinance**

Pierog suggests that throughout the ordinance, "Administrative Officer" be changed to the "Board of Selectman" and use "or Authorized Designee" throughout the document. Sullivan and Eremita agree voiced their support of this change.

**Motion:** Move to change the language as suggested by Pierog and to adopt the Stormwater Ordinance.

By: Sullivan

Seconded: Morra

Morra commented that the ordinance cannot be revisited until State DEEP changes the Towns' requirements.

Voting:

For: Pierog, Miller, Morra, Sullivan

Against: Eremita

Abstain: None

Eremita voted against the adoption of the ordinance because he does not agree with its premise.

#### **F. Consider and Act on Bid Waiver**

A letter from the school Superintendent regarding the Board of Education's approving the waiving of the bid process for the phone system upgrade.

Stille stated that since this is a Capital Reserve purchase, it is under the Board of Selectmen to waive the bid. Granite had installed the current phone system town wide.

Pierog stated that Granite is an approved vendor, but is not on the State bid list as being the lowest bidder for this service.

**Motion:** Move to approve the bid waiver process for the Board of Education's phone system upgrade.

By: Eremita

Seconded: Sullivan

Eremita understands the reason and agrees with the BOE regarding using the current vendor for a smoother upgrade. Pierog added that all of the Town buildings are on the same system.

Voting:

For: Pierog, Miller, Morra, Sullivan, Eremita

Against: None

Abstain: None

#### **G. Appointment of Charter Study Committee**

Pierog began the discussion by stating that she intended to appoint Stille to this committee. On further reflection she feels this would not be fair to Stille, the Town, or the Committee because her position is regulated so much by the charter. Therefore, she proposes the following people be appointed to the Charter Study Committee: Robert Gallé, Heidi Luck, William Pike, John Toomey, Jr., Gwen Marrion, Adam Tellier, and Paula Meyers.

**Motion:** Move to appoint Robert Gallé, Heidi Luck, William Pike, John Toomey, Jr., Gwen Marrion, Adam Tellier, Paula Meyers to the Charter Study Committee.

By: Pierog

Seconded: Sullivan

Voting:

For: Pierog, Miller, Morra, Sullivan, Eremita

Against: None



Abstain: None

The committee does not have a specific timeframe by State statutes. Pierog would like to hear back from them with what, if anything, should be changed in the Town Charter.

## H. Consider and Act on Budget Transfers and/or Appropriation Requests

Stille provided the list of transfers to date. More transfers can be expected including requests from the Fire Department.

### FY18 TOWN GOVERNMENT BUDGET TRANSFERS

June 2018

BOS

Budget	Amount	From Line Item		To Line Item
Administration	\$1,000.00	Regular Payroll	to	Office Operating
Tax Collector	\$3,100.00	Other Payroll	to	Office Operating
Data Processing	\$840.00	Other Contracts	to	Office Operating
Fire Commission/Fire Dept.	\$38.00	Office	to	Medical
	\$205.00	Other Contracts	to	Uniforms
	\$3,699.00	Purchased Services	to	Uniforms
	\$213.00	Other Contracts	to	Equipment
	\$1,470.00	Professional Business	to	Equipment
	\$5,000.00	Purchased Services	to	Equipment
	\$326.00	Other Contracts	to	Repairs
Seniors	\$4,000.00	Other Payroll	to	Vendor Payments
Fringe Benefits	\$4,000.00	Pension	to	Unemployment
Insurance/Fringe Benefits	\$4,500.00	Property & Liability Insurance	to	Unemployment
Auditing/Data Processing	\$1,450.00	Audit	to	Other Contracts

## 7. Ongoing Business:

### A. Subcommittee Reports

None

### B. Properties and Facilities

A meeting is scheduled for June 6, 2018 at 7:00 p.m. with a lengthy agenda.

The Heritage Farm Commission has been working with Deb Livingston, representing the group that runs the Bolton Cross Country series about adding an additional loop to lengthen the trail. Richard Treat walked the proposed route and stated that it looked like a reasonable suggestion and will be a good improvement. The work to create the added loop will take some work and will not be ready this year.

Work continues at Heritage Farm. The house has been scraped and painting started. The porch is still on hold while the columns are hand-crafted.

There will be a Human Resources meeting on June 14, 2018 that includes review of the Fire Marshal's job description and Stille's review.

### C. Revenue Sources

None

## 8. First Selectman's Report:

## **A. Meeting with Land Use Boards**

A meeting will be held with all of the Land Use Boards on June 19, 2018. On the agenda will be the building regulation change suggestions from the Planning and Zoning Commission.

## **B. Other Updates**

Pierog reported that she received a rather strange email from a gentleman looking for recommendations of some open, non-agricultural use, clear or semi-clear land in town that his organization, the Connecticut Green Cemetery Association, may purchase to establish a cemetery for green burials. The land would also have to be 300' from a watercourse and have well-draining soils. Green burials do not use embalming fluids, caskets, and potentially, vaults. Headstones are not used; a tree is planted instead.

Morra suggested that he visit Union as it may have land with the criteria listed.

## **9. Administrative Officer's Report:**

### **A. Statewide Emergency Management Drill**

The Town will participate on June 20, 2018 with the emergency being a tropical storm.

### **B. CRCOG**

Stille, Pierog and Patrice Carson will attend the annual meeting next week.

Items we continue to work with CRCOG on are highway signs with DOT and finishing the hazardous mitigation plan that has to be done every ten years.

### **C. Refuse and Recycling**

It has been reported to the Town that many loads are recycling are contaminated, such as, unrinsed items, pizza boxes with oils, shredded documents, and plastic bags. The Town is paid for what it recycles. If the contamination continues, that revenue could be lost and the Town may have to pay more for recycling collection. This occurs in other towns. Since the DEEP is promoting recycling, the vendors are trying to get towns to pay more attention and take more care with what is recycled. The list of what is recycle and what is trash is on the Town website.

Suggestions from the Members included a one-page visual that can be posted directly on the website rather than having to follow a link to see the list, using the library display cases, sending the list out with the tax bills, an education campaign at the schools, having the flyers at the Town Clerk's office, using social media, and making delivering the flyer to households a scouting project. Stille will check when the library display cases are next available.

The 300<sup>th</sup> anniversary committee is meeting again on June 11, 2018.

**10. Appointments:**

None

**11. Adjournment:**

**Motion:** Move to adjourn the meeting at 8:39 p.m.

By: Morra

Seconded: Sullivan

Voting:

For: Pierog, Miller, Morra, Sullivan, Eremita

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.

RECEIVED  
JUN 25 2018  
Town Clerk of Bolton

45 Castlerock Lane  
Bolton, Connecticut 06043  
(860) 643-0694

June 21, 2018

Ms. Elizabeth Waters  
Bolton Town Clerk  
Bolton Town Hall  
222 Bolton Center Road  
Bolton, CT 06043

Re: Resignation from the Board of Education

Dear Ms. Waters,

Please accept this letter as my notice to resign from the Bolton Board of Education. After five amazing years serving on the board, my family and work commitments no longer allow me to continue participating in the great work which is being done on the Bolton Board of Education. I will miss my time with my colleagues and wish everyone well and thank them for all of the work that they do for the children here in Bolton.

With best regards,



Katherine Hammond Gallé

cc: Christopher Davey  
Elizabeth Krueger  
Kristin Heckt

6.A.

The Trails Committee held a meeting on June 12, 2018 at the Notch Road Municipal Center. Present were: Robert Morra; Patrice Carson; Gwen Marrion; Robert Lessard; Lance Dimock; and Joyce Stille.

**1. Call to Order**

The meeting began at 9:07 A.M.

**2. Rail Trail Access**

G. Marrion explained that Bike Walk Bolton (BWB) suggests that the access to the rails to trails off of the end of Notch Road Extension be shifted 20' south of the current narrow access for about 400 feet to 500 feet. This would move it further away from the house and hopefully footing would be improved also. L. Dimock stated that the terrain would be too steep for stone dust. In addition, the path would need to be 5 feet wide for a bobcat to access and 9 feet wide for a loader. Concerns were expressed about the residents' reaction to the suggested improvements. L. Dimock to review feasibility as well as who owns the land (state, town and/or private) before any further discussion.

**3. Charter Oak Greenway**


The group discussed the current construction project to close the greenway gap. P. Carson and J. Stille shared that the project completion date is November 29, 2018. Based on the November date, the group discussed having an official ribbon cutting ceremony in April/May time frame perhaps at the Manchester/Bolton town line perhaps including some type of youth ride.

**4. Nathan Hale Greenway**

P. Carson and J. Stille shared information on the feasibility study. BSC Group had a staff change which has slowed the process. BSC Group is developing a path (not a finished trail) through the corridor. The path may be wide enough for EMS access. G. Marrion felt that clarification as to this being a path and not a developed trail should occur. It was agreed that the BOS will reiterate this position of having a path at this time and it will be shared as part of the information for the next public meeting on the greenway. Before any work could be done, both Inland Wetlands commission and the Planning and Zoning Commission would need to act on the proposed path. Very long term, a true trail may be developed in proximity to the path but that is not the plan at this time.

**5. Adjournment**

The meeting ended at 10:10 A.M.

Respectfully submitted,  


Joyce M. Stille

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6.C.

TAX COLLECTOR  
5.31.18

ESTIMATES FOR FISCAL	ADOPTED	REVISED	COLLECTIONS YTD	REFUNDS	RETURNED CHECKS	Transfers	NET COLLECTION 5.31.18	PERCENTAGE
								COLLECTED FY 18 BUDGET
CURRENT YR. LEVY*	\$ 15,129,904.00	\$ 15,229,904.00	\$ 15,307,801.39	\$ (14,001.79)	\$ (19,454.23)	\$ 4,190.85	\$ 15,278,536.22	100.32%
MOTOR VEHICLE	\$ 1,262,803.00	\$ 1,478,971.00	\$ 1,493,309.18	\$ (9,997.39)	\$ (2,829.06)	\$ (2,428.27)	\$ 1,478,054.46	99.94%
SUPP.MV LEVY	\$ 125,000.00	\$ 195,980.00	\$ 201,124.36	\$ (535.20)	\$ (187.67)	\$ 3,250.34	\$ 203,651.83	102.62%
<b>SUB TOTAL</b>	<b>\$ 16,517,707.00</b>	<b>\$ 16,904,855.00</b>	<b>\$ 17,002,234.93</b>	<b>\$ (24,534.38)</b>	<b>\$ (22,470.96)</b>	<b>\$ 5,012.92</b>	<b>\$ 16,960,242.51</b>	<b>100.33%</b>
PRIOR YEARS	\$ 85,000.00	\$ 155,000.00	\$ 177,138.73	\$ (6,652.36)	\$ (1,000.00)	\$ (4,707.07)	\$ 164,779.30	106.31%
INTEREST & FEES	\$ 60,000.00	\$ 85,000.00	\$ 101,227.86	\$ (4.46)	\$ (238.82)	\$ (305.85)	\$ 100,678.73	118.45%
<b>TOTAL</b>	<b>\$ 16,662,707.00</b>	<b>\$ 17,144,855.00</b>	<b>\$ 17,280,601.52</b>	<b>\$ (31,191.20)</b>	<b>\$ (23,709.78)</b>	<b>\$ -</b>	<b>\$ 17,225,700.54</b>	<b>100.47%</b>

\*Unlike previous years, this year's current year tax collection does not include Motor Vehicles

PREVIOUS YEAR CURRENT YR LEVY COLLECTED			
7.31.2016	8.31.2016	9.30.2016	11.30.2016
89.63%	99.35%	100.11%	100.48%
1.31.2017	2.29.2017	3.31.2017	5.31.2017
101.09%	100.21%	100.44%	100.65%
7.31.2017	8.31.2017	9.30.2017	11.30.2017
87.21%	98.97%	99.31%	99.79%
1.31.2018	2.28.2018	3.31.2018	5.31.2018
100.19%	99.86%	99.95%	100.26%
			6.30.2018
			100.74%
			100.90%
			100.10%
			100.32%



The Board of Selectmen Facilities and Public Safety Subcommittee met on June 6, 2018 at the Town Hall. Present were: First Selectman Sandra Pierog; Selectmen Michael Eremita and Nicole Sullivan; Administrative Officer Joyce Stille; Buildings and Grounds Supervisor John Butrymovich; Fire Chief Bruce Dixon and Fire Department member John DeMorro.

**1. Call to Order**

The meeting began at 7:00 p.m.

**2. Discussion on Signage**

Based on Board of Selectmen (BOS) comments, the Economic Development Commission had revised the size of the "Welcome to Bolton" smaller signs. By consensus, the group agreed to recommend the 25.5 inch wide signs to the BOS. Staff will research Town right of ways.

**3. Discussion on Fire Department Training Area**

The group discussed a proposed training area for Fire Department purposes with Chief Dixon. Currently, the department uses the grass area at the end of the parking lot for extrication drills including cutting up vehicles. This makes the area difficult to clean up after a drill and to maintain. The proposal would utilize the grass area and extend an additional 34 feet by 48 feet wide. Other possible locations were discussed but following discussion, the proposed location was deemed the best option. Work on the site is expected to be done by Town staff with the guardrail and concrete barrier being donated. J. Stille will review cost estimates for the next Board of Selectmen's (BOS) meeting. Clean fill will be used and the area will be paved in the next year. No millings will be used. By consensus, the subcommittee members agreed to recommend approval of the project to the BOS.

Inland Wetlands Commission and Planning & Zoning Commission will also need to act on the proposed project.

**4. Town Garage Addition**

The group discussed the 50 feet by 80 feet, four bay, addition onto the Town Garage. The project had been delayed due to the LoCIP funding being frozen by the state. Now the funding has been released. Proposed work would include the demolition of the old Town Garage. An additional alternate would be to add the truck wash bay (16 feet by 50 feet) off the end. By consensus, the subcommittee members agreed to recommend approval of the project by the BOS. Planning and Zoning Commission action is also required and J. Stille will review with Inland Wetlands Agent for possible action.

**5. Discussion on Bolton Heritage Farm**

The group reviewed the proposed Bolton Heritage Farm Commission's Master Plan and the proposed expansion of the Rose Trail. By consensus, the group agreed to recommend approval of both items to the BOS. The trail expansion project would be winter work done primarily by staff. Currently, work on the exterior of the house is being completed and the



barn fire alarm is ready for final inspection. The mason will be completing the brick work at the base of the barn shortly.

**6. Discussion on Town Land (Former Rt. 6 Notch Road Area)**

The Route 6 Expressway is no longer going to be constructed. As a result, the DOT conveyed the property rights for the right of way to construct the proposed highway back to the Town for parcels between Notch road and at the end of Notch Road Extension. The BOS are no longer are considering the development of a parking area at the end of Notch Road Extension. As a result, the subcommittee recommends the BOS return these property rights to the original (or new) property owners. Town Meeting approval will be necessary for the discontinuance of the proposed highway and property conveyance.

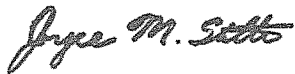
**7. Discussion on Becoming a Bike Friendly Community**

Discussion postponed.

**8. Adjournment**

The meeting ended at 8:45 P.M.

Respectfully submitted,



Joyce M. Stille

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

The Human Resources Subcommittee met on June 21, 2018 at the Town Hall. Present were: First Selectman Sandra Pierog; Selectmen Robert Morra and Nicole Sullivan; and Administrative Officer Joyce Stille.

**1. Call to Order**

The meeting began at 7:08 P.M.

**2. Discussion on Personnel**

J. Stille shared that an additional \$20,000 contribution to the separation fund was made this fiscal year due to the number of staff approaching retirement age.

The group discussed the Fire Marshal and Deputy Fire Marshal positions. Draft job descriptions will be developed by J. Stille based on discussion and in part on information from Chief Dixon.

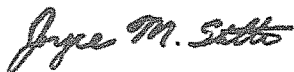
**3. Executive Session: Administrative Officer Review**

Discussion postponed.

**4. Adjournment**

The meeting ended at 7:55 P.M.

Respectfully submitted,



Joyce M. Stille

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

**APPOINTMENTS**

**BOARD/COMMISSION FULL MEMBERS:**

**BOARD OF FIRE COMMISSIONERS**

John J. Morianos Jr. (D)  
9 Cook Dr.  
5 years – 7/1/23

**CONSERVATION COMMISSION**

Brenda V. Cataldo (D)  
16 Brookfield Rd.  
3 years – 7/1/21

Rodney E. Parlee (U)  
76 Brookfield Rd.  
3 years – 7/1/21

**INLAND WETLANDS COMMISSION**

James Loersch (U)  
83 Brookfield Rd.  
3 years – 7/1/21

**OTHERS:**

**Municipal Agent for the Elderly** Carrie Concatelli, Director of Senior and Social Services  
2 years -- 7/1/20

**Animal Control Officer** Craig Segar  
1 year – 7/1/19

**Assistant Animal Control Officer** Jerold Casida  
1 year – 7/1/19

**Assessor** Helen Tutz  
2 years – 7/1/20