

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

1. Call to Order.
2. Public Comment.
3. Approval of Minutes:
 July 10, 2018 Meeting.
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 Call and Resolution for Special Town Meeting for Former Route 6 Expressway Land Between Notch Road and Notch Road Ext.
 - F. Consider and Act on Tax Abatement for Bolton Land Trust Parcel
 - 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. Review of FY18 Year.
 - B. Farmer's Market.
 - C. Other.
9. Administrative Officer's Report:
 CRCOG:
 - 1) Capitol Region Emergency Planning Council.
 - 2) EDMS Status Report.
10. Appointments.
11. Adjournment.

**TOWN OF BOLTON
BOARD OF SELECTMEN
MINUTES
REGULAR MEETING TUESDAY, JULY 10, 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	
Others	6 members of the public	X	

1. Call to Order

By: Sandra Pierog

Time: 7:01 p.m.

Place: Town Hall

All stood to recite the Pledge of Allegiance.

2. Public Comment:

Barbara Amodio, 50 Volpi Road – Stated that she was told the Charter Oak Greenway is expected to be ready in the mid-August to mid-September timeframe. Stille said the DOT has stated November 29, 2018 as the Charter Oak Greenway completion date. Amodio believes that confusion exists over the different greenways and trails. She commented on the “No More Bike Path” signs that are appearing and confusion over the funding of the different trails and if more private land was to be taken for trails. Morra indicated that the Trails Committee also believed there is confusion between the various trail projects. Amodio also discussed the possible conveyance of property off of Notch Road from the Town back to the original owners and the possible improvement of access to the trail. (Rails to Trails) off the end of Notch Road Extension.

Alan Bicknell, 890 Boston Turnpike - was present regarding his interest in serving on the Conservation Commission. He stated his interest per those statements on the submitted Interest Form that was included in the packet.

3. Approval of Minutes:

A. June 5, 2018 Public Hearing

Motion: Move to approve the minutes of the June 5, 2018, Public Hearing.

By: Morra

Seconded: Sullivan

Voting:

For: Pierog, Miller, Morra, Sullivan

Against: None

Abstain: None

B. June 5, 2018 Regular Meeting

Motion: Move to approve the minutes of the June 5, 2018, Regular Meeting.

By: Morra

Seconded: Sullivan

Voting:

For: Pierog, Miller, Morra, Sullivan

Against: None

Abstain: None

B. June 19, 2018, Special Joint Meeting with the Land Use Boards/Commissions.

Motion: Move to approve the minutes of the June 19, 2018, Special Joint Meeting with the Land Use Boards/Commissions.

By: Morra

Seconded: Pierog

Voting:

For: Pierog, Morra

Against: None

Abstain: Miller, Sullivan

4. Correspondence:

None

5. Unfinished Business:

None

6. New Business:

A. Charter Oak Greenway Shared Use Path and Path Extension

Morra reported that the Trails Committee had a broad based discussion about the proposed Nathan Hale Greenway path and some of the same concerns were raised that Ms. Amodio reported. It is important that the Board of Selectmen make it clear that a walking path is the only use being proposed. Gwen Marrion feels a public statement from the BOS and/or the Trails Committee clarifying that only a walking path through the property is proposed at this time.

Pierog stated that the Charter Oak Greenway may be confused with the Nathan Hale Greenway. The proposed Nathan Hale Greenway is on the former land the State acquired to extend I-384 to Windham. In 2016, 153 acres along the corridor was given back to the Towns when the state project died. The Towns of Bolton and Coventry applied for a DEEP grant to explore ideas on uses. The grant of \$130,000 was awarded and the towns hired the BSC Group to study the feasibility of some type of a path or trail through the corridor.

The shared use path is intended to be a footpath. This is more sensible given the steepness in some areas and the presence of wetlands. A footpath has more flexibility than a fully developed trail. Marrion offered to draft a public statement that can be sent as an eBulletin and be posted on Facebook and the website and Pierog agreed. Stille said the Trails Committee had agreed to this being sent as part of the information advertising BSC Groups next presentation. Members discussed walking the proposed path once plans are available.

Morra added that a key discussion item was access at the end of the cul-de-sac on Notch Road Ext. The footpath goes straight in from that area. He walked the path from there and scouted out other possible routes, but found nothing else is logical without making major cuts and going onto State property. What currently exists is the most accessible way to get onto the path. Ms. Amodio feels the path intrudes on that person's yard. Morra stated that it is well on Town property; the property owners may have been maintaining the area which is why it looks as part of the yards.

Sylvia Ounpuu, 48 Stonehedge Lane reported that this is a well-used, very established path and asked to improve the access point by taking out the weeds. Morra agreed that the vegetation is thick but if cleared trail usage would keep open. Stille will speak to the Highway Supervisor about possibly cutting back the heavily weeded area.

Pierog addressed Barbara Amodio's question about the kiosk. She reported that the request for installation is in process. This is not expected until the project is complete.

There is a jarring section on the Hop River Trail near Railroad Brook that has been commented on by bike users. It has been eroded to single track use. This is on DEEP property as part of the Rails-to-Trails. Many discussions have taken place between the Town and the DEEP. DEEP will not fix the trail until something is done with the Notch Pond dam. To date the State does not want to take responsibility for the pond and will not accept anything other than a fully engineered dam for which they cannot fund at this time. Marrion suggested that a simple retention device would be better than what is now there. Morra replied that since the beavers were removed from the area there has not been an issue with surging water. Simple solutions have been proposed but the State has not approved them. Pierog indicated that the Town will continue discussions with the DEEP, but she does share some of Morra's hesitancy in dealing with DEEP. Bolton wants to retain the pond while the DEEP is in favor of letting it evolve into a swamp. Stille stated that Town staff had recently reached out to DEEP for possible discussions.

The proposed Bike Walk Bolton (BWB) port-a-potty is on DEEP or DOT property for which their permission would have to be granted to install it there. There is no Town funding for this proposal. Amodio indicated they would get a business sponsor to fund the cost. Morra feels a safer location would be at the edge of the commuter lot. The area is lit, it is State property, and it will help all forms of transportation. DOT's permission would be needed to place it here. DEEP permission would be needed to place a sign on the Rails to Trails indicating the presence of the facility that is off the trail.

The Facilities and Public Safety subcommittee meeting is needed to discuss the Bike Friendly Community issue.

Pierog mentioned that Bill O'Neill is planning a golden spike ceremony in August or September near Highland Park for the East Coast Greenway. The path will still not be open to the public at that time and the greenway will not officially be open at that time. Stille said the Trails Committee plans on having the official opening in the spring of 2019. Once the contractor turns the project over to the State Pierog feels it should remain under their control for a few months to make sure there are not any issues with the greenway. When maintenance is turned over to Bolton any costs are absorbed by the Town.

B. Lower Bolton Lake Status Report

Kim Welch, 51 Vernon Road - the lake clarity is good right now. Curly pond leaf was found around July 4, 2018 and neighbors are keeping a look out for the weed. They are still waiting on the DEEP catfish aging survey data about the ages and spawning of the fish. One resident on Middle Bolton Lake and one on Lower Bolton Lake are providing pontoon tours this week in support of Lakes Awareness Week as proclaimed by the governor.

C. FY18 Budget

Stille reported that the expenditures for the end of June are not available as books are still open. The motor vehicle tax collection is a bit behind at 99.94%. However, overall collections remains higher than projected.

D. FY19 Budget

Stille reported the budget is being implemented and provided an overview of the Town’s tax relief programs. Nobody has taken advantage of the new tax deferral program. In talking with other Towns, Stille found this is common due to the property lien. The current tax dollar loss equivalent of those who have sought relief is \$516,775, dairy farm abatements are \$376,250 of that amount. The reimbursement from the State is just under \$5,000.

There are a number of staff reaching retirement age which could have a large budget impact if more than one person retires at once. Stille asked that the selectmen authorize her to transfer funds into the Separation Funds as necessary.

Motion: Move to authorize Joyce Stille to move funds into the Separation Fund.

By: Morra

Seconded: Miller

Voting:

For: Pierog, Miller, Morra, Sullivan

Against: None

Abstain: None

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

Stille reported that a poll vote was taken and approved the top two items. Poll votes then need to be ratified by the Board of Selectmen at the next meeting. These funds were transferred to finish School Road.

Motion: Move to ratify the transfer of funds in the Highway budget: \$12,000 from Fuel to Road Repairs and \$15,000 from Equipment Maintenance to Road Repairs.

By: Morra

Seconded: Sullivan

Voting:

For: Pierog, Miller, Morra, Sullivan

Against: None

Abstain: None

Budget	Amount	From Line Item		To Line Item
Highway	\$12,000.00	Fuel	to	Road Repairs
	\$15,000.00	Equipment Maintenance	to	Road Repairs
	\$1,000.00	Repairs & Maintenance	to	Road Repairs
	\$1,000.00	Diesel Fuel & Gasoline	to	Road Repairs
Administration	\$2,050.00	Regular Payroll	to	Other Payroll
Seniors	\$1,500.00	Other Payroll	to	Vendor Payments
Fire Commission	\$2,500.00	Purchased Services	to	Equipment
	\$400.00	Medical	to	Other Contracts
	\$100.00	Purchased Services	to	Professional Business
	\$200.00	Medical	to	Repairs
	\$100.00	Equipment New	to	Uniforms
	\$200.00	Medical	to	Uniforms
	\$160.00	Repairs & Maintenance	to	Purchased Services
Fire Marshal	\$669.49	Other Payroll	to	Equipment New
Town Building Operations	\$490.00	Professional	to	Uniform
	\$270.00	Overtime	to	Regular Payroll
	\$2.00	Professional	to	Uniform
Bentley Memorial Library	\$830.00	Other Payroll	to	Equipment
Police	\$100.00	Contracts	to	Repairs & Maintenance
	\$2,000.00	Contracts	to	Repairs & Maintenance

F. Discussion on former Route 6 Expressway land between Notch Road and Notch Road Extension

A map and draft resolution were reviewed. This is for the former Route 6 Expressway land taken by the State between Notch Road and Notch Road Extension that may be returned to the property owners. To return these parcels to the property owners, a Special Town Meeting (mid-September) will be necessary to discontinue the right of way and convey the parcels back to the property owners.

Stille reported that a meeting was held with the property owners. Three of the five owners attended and are excited to get their property back. It is difficult to explain, especially if trying to sell the property, that use of the seized portion of the property has been used for years although not in ownership.

7. Ongoing Business:

A. Subcommittee Reports

A Facilities and Public Safety subcommittee meeting was held.

- There was a discussion on signage with the resulting recommendation being to use the 25.5" Welcome to Bolton sign.

Motion: Move to approve the recommended 25.5" Welcome to Bolton sign.

By: Sullivan

Seconded: Miller

Voting:

For: Pierog, Miller, Morra, Sullivan

Against: None

Abstain: None

- Fire Department training area is currently at the back section of the property for training in cutting up cars and extrication drills. This area is difficult to clean up and maintain. The proposal is to use the grassy area and extend the area off the parking lot by building it up with fill and paving the entire area. This would measure 34' x 48'. Other locations were discussed, but this is the preferred option. The necessary work would be done by Town staff. No millings will be used. The fire department is obtaining guardrails and concrete barriers as donations. This matter will also have to go to the Inland Wetlands Commission and the Planning and Zoning Commission.

Motion: Move to approve moving forward with the proposal for the Fire Department training area.

By: Morra

Seconded: Sullivan

Voting:

For: Pierog, Miller, Morra, Sullivan

Against: None

Abstain: None

- Town Garage Addition is proposed as a 50' x 80' 4-bay non-heated structure. LoCIP funds would be used. Pass-through doors will connect the two structures. If there is adequate funding a wash bay will be included in the construction. Stille reported that this matter does not need to be heard by the IWC; it is on the agenda for the next PZC meeting.

Motion: Move to approve moving forward with the proposal of the Town Garage Addition and wash bay if sufficient funding.

By: Sullivan

Seconded: Morra

Voting:

For: Pierog, Miller, Morra, Sullivan

Against: None

Abstain: None

- Bolton Heritage Farm Commission has submitted a proposed Memorial Master Plan for development to include landscaping, garden areas, benches, trees/shrubs/bushes, plaques, and an expansion of the Rose Trail. Although it was hoped the trail would be ready for the running season the work will be started in the fall.

Motion: Move to approve the Bolton Heritage Farm Memorial Master Plan and the expansion of the Rose trail.

By: Sullivan

Seconded: Morra

Voting:

For: Pierog, Miller, Morra, Sullivan

Against: None

Abstain: None

The Human Resources subcommittee held a meeting; minutes from that meeting are included in the packet. Discussion items included additional funding of the Separation Fund and the draft job descriptions of the Fire Marshal and Deputy Fire Marshall. Ongoing discussion will take place.

A copy of the letter to Todd Levine from the Bolton Heritage Farm Commission was included in the packet as an FYI. It has been learned that Mr. Levine is no longer responsible for this matter and contact information for the new person was provided. Additional information will be forthcoming.

C. Revenue Sources

The last Town Aid Road check from the State has been received totaling a little more than \$100,000.

8. First Selectman's Report:

A. Economic Development Incentives

Stille, Carson, and Pierog went to the CRCOG meeting in West Hartford. They toured a property on New Park Avenue that a private investor built. The first floor contains a meeting space, community room, a gym, and the administrative offices. The floors above contain one and two bedroom apartments with two full baths. Some of these are under rent assisted living. The building is adjacent to the high-speed rail and on a bus line. This older building has been renovated to be extremely useful.

At the Land Use Board meeting, the EDC was asking that economic incentives be used to entice businesses to move to Bolton. This will need to be discussed at the Finance and Administrative Subcommittee first.

B. Other

None

9. Administrative Officer's Report:

A. CRCOG

1. Crumbling Foundations

Organizational items are being worked through for monies through the State. The goal is to fund some repairs by the end of the summer. Thresholds will be established. Bolton has had adjustments for eleven houses with assessments totaling \$1.2 million, equating to \$47,000 in taxes. There is the potential for a refund if the work has already been done, although these will likely be low on the totem pole.

2. Recognition

Received from CRCOG as Bolton being one of the many towns for regional cooperation for Tolland County regional dispatch.

3. Natural Hazard Mitigation Plan

The draft plan from CRCOG continues to be reviewed before being finalized. This will come to the Board of Selectmen when finalized.

B. Nathan Hale Greenway

This was spoken about under agenda item 6A.

C. Statewide Emergency Drill

Bolton participated on June 20, 2019, under the scenario of a tropical storm. The drill took place from 8:00 a.m. - 2:00 p.m. New Town Staff were involved, which was valuable training.

Stille mentioned that a couple of residents have asked about the possibility of a blight ordinance. The Selectmen have looked at this issue three times prior, but have never moved forward. Without an ordinance, the Town is limited to what it can do. By consensus, it was agreed that the Finance and Administration Subcommittee will consider a blight ordinance.

10. Appointments:

The proposed appointments list was reviewed. Two Boards have individuals who have decided not to continue to serve. The alternate members will be asked if they want to move to full member status before backfilling starts.

Motion: Move to approve the list of Appointments as presented below:

By: Morra

Seconded: Miller

BOARD OF FIRE COMMISSIONERS (Full Member)

John J. Morianos Jr. (D)

9 Cook Dr.

5 years – 7/1/23

CONSERVATION COMMISSION (Full Members)

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 (Full Member)

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 Totz, 2 years – 7/1/20

Voting:

For: Pierog, Miller, Morra, Sullivan

Against: None

Abstain: None

Motion: Move to appoint Alan Bicknell to the Conservation Commission. Term to 7/1/2020.

By: Morra

Seconded: Miller

Voting:

For: Pierog, Miller, Morra, Sullivan

Against: None

Abstain: None

11. Adjournment:

Motion: Move to adjourn the meeting at 8:49 p.m.

By: Morra

Seconded: Miller

Voting:

For: Pierog, Miller, 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.

TAX COLLECTOR
6.30.18

ESTIMATES FOR FISCAL	ADOPTED	REVISED	COLLECTIONS YTD	REFUNDS	RETURNED CHECKS	Transfers	NET COLLECTION 6.30.18	PERCENTAGE
								COLLECTED FY 18 BUDGET
CURRENT YR. LEVY*	\$ 15,129,904.00	\$ 15,229,904.00	\$ 15,323,265.56	\$ (15,218.88)	\$ (19,454.23)	\$ 4,190.85	\$ 15,292,783.30	100.41%
MOTOR VEHICLE	\$ 1,262,803.00	\$ 1,478,971.00	\$ 1,501,028.40	\$ (10,939.87)	\$ (2,829.06)	\$ (2,428.27)	\$ 1,484,831.20	100.40%
SUPP.MV LEVY	\$ 125,000.00	\$ 195,980.00	\$ 202,474.58	\$ (648.03)	\$ (187.67)	\$ 3,250.34	\$ 204,889.22	103.31%
SUB TOTAL	\$ 16,517,707.00	\$ 16,904,855.00	\$ 17,026,768.54	\$ (26,806.78)	\$ (22,470.96)	\$ 5,012.92	\$ 16,982,503.72	100.46%
PRIOR YEARS	\$ 85,000.00	\$ 155,000.00	\$ 182,015.42	\$ (6,858.61)	\$ (1,000.00)	\$ (4,707.07)	\$ 169,449.74	109.32%
INTEREST & FEES	\$ 60,000.00	\$ 85,000.00	\$ 104,684.33	\$ (4.46)	\$ (238.82)	\$ (305.85)	\$ 104,135.20	122.51%
TOTAL	\$ 16,662,707.00	\$ 17,144,855.00	\$ 17,313,468.29	\$ (33,669.85)	\$ (23,709.78)	\$ -	\$ 17,256,088.66	100.65%

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

PREVIOUS YEAR		CURRENT YR LEVY COLLECTED	
DATE	PERCENTAGE	DATE	PERCENTAGE
7.31.2016	89.63%	8.31.2016	99.35%
1.31.2017	101.09%	2.29.2017	100.21%
7.31.2017	87.21%	8.31.2017	98.97%
1.31.2018	100.19%	2.28.2018	99.86%
		3.31.2018	99.95%
		4.30.2018	100.26%
		5.31.2018	100.32%
		6.30.2018	100.41%
		7.31.2016	100.90%
		11.30.2016	100.72%
		5.31.2017	100.65%
		11.30.2017	100.10%
		12.31.2017	100.74%
		12.31.2016	100.90%

	FY19 July 31, 2018	Adopted Budget	Revised Budget	Expense YTD	Balance	Encumbrance	Unexpended	% Expended	FY18	FY17	FY16
1	Administration	\$290,794	\$290,794	\$23,425.17	\$267,368.83	\$1,164.80	\$266,204.03	8.46%	10.51%	14.89%	10.43%
2	Prof and Tech Svcs	\$318,490	\$318,490	\$0.00	\$318,490.00	\$0.00	\$318,490.00	0.00%	0.05%	7.30%	0.00%
3	Financial Administration	\$222,430	\$222,430	\$13,947.03	\$208,482.97	\$0.00	\$208,482.97	6.27%	6.39%	6.04%	3.66%
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	\$5,329.80	\$72,578.20	\$0.00	\$72,578.20	6.84%	6.72%	6.47%	6.45%
6	Tax Collector	\$97,742	\$97,742	\$7,855.23	\$89,886.77	\$0.00	\$89,886.77	8.04%	7.80%	7.39%	11.88%
7	Data Processing	\$113,551	\$113,551	\$16,874.35	\$96,676.65	\$15,382.00	\$81,294.65	28.41%	22.32%	22.96%	28.48%
8	Town Clerk	\$114,264	\$114,264	\$8,131.69	\$106,132.31	\$6,490.00	\$99,642.31	12.80%	12.30%	7.17%	7.78%
9	Property Insurance	\$134,106	\$134,106	\$22,634.89	\$111,471.11	\$0.00	\$111,471.11	16.88%	18.85%	27.65%	7.45%
10	Probate	\$5,850	\$5,850	\$0.00	\$5,850.00	\$0.00	\$5,850.00	0.00%	0.00%	0.00%	0.00%
11	Elections	\$41,898	\$41,898	\$970.00	\$40,928.00	\$0.00	\$40,928.00	2.32%	3.18%	3.14%	3.87%
12	Board of Finance	\$2,200	\$2,200	\$0.00	\$2,200.00	\$0.00	\$2,200.00	0.00%	0.00%	0.00%	0.00%
13	Public Building Commission	\$540	\$540	\$0.00	\$540.00	\$0.00	\$540.00	0.00%	0.00%	0.00%	0.00%
14	Parks/Town Building Ops	\$675,109	\$675,109	\$28,583.51	\$646,525.49	\$8,530.00	\$637,995.49	5.50%	5.58%	4.37%	5.44%
20	Police	\$379,977	\$379,977	\$0.00	\$379,977.00	\$0.00	\$379,977.00	0.00%	0.00%	0.00%	0.00%
21	Fire	\$183,519	\$183,519	\$2,039.13	\$181,479.87	\$83,181.40	\$98,298.47	46.44%	24.04%	28.12%	41.79%
22	Animal Control	\$3,500	\$3,500	\$3,000.00	\$500.00	\$0.00	\$500.00	85.71%	0.00%	0.00%	0.00%
23	Fire Marshal	\$23,607	\$23,607	\$324.01	\$23,282.99	\$0.00	\$23,282.99	1.37%	6.83%	6.79%	6.77%
25	Highways and Streets	\$1,021,996	\$1,021,996	\$19,914.84	\$1,002,081.16	\$263,259.94	\$738,821.22	27.71%	23.79%	29.38%	20.72%
30	Public Health Admin	\$33,240	\$33,240	\$400.00	\$32,840.00	\$0.00	\$32,840.00	1.20%	1.20%	19.10%	19.93%
31	Seniors / Social Services	\$156,823	\$156,823	\$11,020.40	\$145,802.60	\$6,260.00	\$139,542.60	11.02%	10.25%	10.90%	7.49%
35	Conservation	\$1,575	\$1,575	\$85.00	\$1,490.00	\$0.00	\$1,490.00	5.40%	5.40%	1.59%	4.76%
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	\$13,713.49	\$275,499.51	\$49,975.75	\$225,523.76	22.02%	22.46%	23.35%	24.15%
40	Land Use	\$280,354	\$280,354	\$15,104.71	\$265,249.29	\$14,279.00	\$250,970.29	10.48%	9.80%	4.37%	6.66%
41	Planning & Zoning	\$6,580	\$6,580	\$75.00	\$6,505.00	\$0.00	\$6,505.00	1.14%	1.29%	1.14%	2.21%
42	Zoning Board of Appeals	\$1,440	\$1,440	\$0.00	\$1,440.00	\$0.00	\$1,440.00	0.00%	0.00%	0.00%	0.00%
43	Inlands/Wetlands	\$2,235	\$2,235	\$0.00	\$2,235.00	\$0.00	\$2,235.00	0.00%	0.00%	0.00%	0.00%
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	\$0.00	\$2,000.00	\$0.00	\$2,000.00	0.00%	0.00%	0.00%	0.00%
48	Fringe Benefits	\$901,965	\$901,965	\$88,015.09	\$813,949.91	\$0.00	\$813,949.91	9.76%	10.42%	17.05%	9.92%
49	Waste Collection	\$504,173	\$504,173	\$366.24	\$503,806.76	\$0.00	\$503,806.76	0.07%	5.59%	5.45%	5.63%
	Totals	\$5,947,409	\$5,947,409	\$281,809.58	\$5,665,599.42	\$448,522.89	\$5,217,076.53	12.28%	11.53%	14.16%	11.42%

6E

TOWN OF BOLTON

RESOLUTION OF SPECIAL TOWN MEETING

AUTHORIZING THE DISCONTINUANCE OF A FUTURE RIGHT OF WAY AND THE RECONVEYANCE OF THE PARCELS TAKEN FOR SUCH RIGHT OF WAY TO THE CURRENT ABBUTTING PROPERTY OWNERS.

RESOLVED,

(a) That the Town of Bolton discontinue a proposed Right-of-Way over several parcels of land which the Connecticut Department of Transportation acquired either by Warranty Deed or by Certificate of Condemnation in 1986 and 1987 from five (5) separate property owners. The land was acquired by the State of Connecticut for the purposes of a possible future Right-of-Way that would run from Notch Road to Route 6 in the Town of Bolton. The State determined that they were not going to build said Right-of-Way and by Quit Claim Deed dated March 17, 2016 conveyed the five (5) property interests to the Town of Bolton by a Quit Claim Deed. Attached hereto as Exhibit A are descriptions of the five (5) parcels and references to the Deeds by which the State acquired them. Pursuant to Connecticut General Statutes Section 13a-49, the discontinuance of a Right-of-Way is subject to the approval of a regular or special Town Meeting. Section 9.3 of the Bolton Town Charter also provides that a special meeting must be called to approve the discontinuance of Town roads. Since the future Right-of-Way was abandoned by the State of Connecticut and the Town of Bolton has no plans to construct the same, the Town seeks approval at Town Meeting of the discontinuance of said planned Right-of-Way and the return of the properties by Quit Claim Deeds to the abutting property owners from whom the property was acquired originally by the State of Connecticut.

(b) That the Board of Selectmen, the First Selectman and other proper officers and officials of the Town be authorized to take all other action and sign all documents necessary to reconvey the property back to the current owners for no consideration.

**TOWN OF BOLTON
CALL FOR SPECIAL TOWN MEETING**

The legal voters of the Town of Bolton are hereby warned and notified to meet in a Special Town Meeting at the Town Hall, 222 Bolton Center Road, Bolton, CT on Tuesday, September 11, 2018 at 7:30 P.M. to consider and act upon a resolution to discontinue the Right-of-Way land consisting of five (5) separate parcels which were previously acquired by the State of Connecticut for a future right of way which parcels have been conveyed by the State to the Town of Bolton and to re-convey such land back to the owners.

Dated at Bolton, Connecticut this 7th day of August, 2018.

Bolton Board of Selectmen

Sandra W. Pierog

Robert R. Morra

Michael W. Eremita

Kim A. Miller

Nicole R. Sullivan



Town of Bolton

222 BOLTON CENTER ROAD • BOLTON, CT 06043

TAX COLLECTOR
(860) 649-8066 Ext. 6101
(860) 643-0021 Fax

RECEIVED

JUL 25 2018

TOWN OF BOLTON
SELECTMEN'S OFFICE

July 24, 2018

Sandra Pierog, First Selectman and
Board of Selectman members

Re: Abatement for the Bolton Land Trust for Brandy St. Parcel (map 15, lot 16)

Dear Sandra and Board of Selectman members,

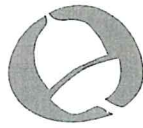
I am recommending that the Board of Selectman waive the 30 day application period, abate and reimburse \$881.36 to the Bolton Land Trust for property taxes paid on the 10/1/2017 GL. The property on Brandy Street was donated to the Land Trust in February, 2018 and an M3, Tax Exempt Application was approved by our Assessor on April 20, 2018 to make the property tax exempt from the date of purchase. Due to our Grand List starting on October 1, 2017, the Assessor's duty is to adjust the tax based on this time frame so the balance that was due is for the period of October, 2017- February, 2018.

The taxes on properties that the Bolton Land Trust has acquired and made tax exempt in the past have been removed from the tax rolls completely so we have never handled it in this way. I have attached the ordinance as well as Gwen Marrion's letter, which serves as the application for your review. It is because of this reason that I recommend the approval of this abatement.

Thank you for your consideration.

Lori Bushnell

Lori Bushnell
Tax Collector



BOLTON LAND TRUST
B O L T O N • C O N N E C T I C U T

July 24, 2018

Helen Tetz, Assessor
Lori Bushnell, Tax Collector
Town of Bolton
222 Bolton Center Road
Bolton, CT 06043

Dear Helen and Lori,

This is an application by the Bolton Land Trust under Section 3 of the Bolton ordinance, "Tax Reimbursement: Tax Exempt Land Trusts". The Bolton Land Trust is a 501(c) (3) non-profit organization organized in 2001. The land trust holds title in fee to 176 acres and easements on an additional 14 acres in Bolton.

The 1.28-acre parcel at 15-16 Brandy Street was donated to the land trust by Joyce Nowek and David Rankl on February 26, 2018. Taxes on the grand list of 10/1/16 were current through June 30, 2018. The property was deemed tax exempt by Helen on April 20, 2018, per the attached form M-3.

The land trust received the enclosed tax bill for \$881.36 for taxes assessed on the grand list of 10/1/17, due July 1, 2018. The land trust requests that those taxes be abated pursuant to Section 3 of the ordinance.

The trust also requests that the 30-day application requirement be waived. Because the land trust has not been taxed on any property in its 17-year history except for one property which was acquired for the purpose of re-sale, the land trust relied on past assessors' practices of deeming land trust property non-taxable and therefore was not aware that an application for abatement of taxes on 15-16 Brandy Street was necessary.

I understand that you will refer this request to the Board of Selectmen. Because their next meeting is after the August 1 payment deadline, enclosed is a check in the amount of \$881.36 in payment of the current tax bill in order to meet the August 1 payment deadline. Request is hereby made for reimbursement of this amount if you and the selectmen approve the request for abatement of taxes on the 10/1/17 grand list.

Thank you for your consideration of this matter.

Very truly yours,

Gwen E. Marrion, president

TAX REIMBURSEMENT: Tax Exempt Land Trusts

Adopted by the Board of Selectmen at a regular meeting on September 5, 2000

Published in the Manchester Extra on September 14, 2000

Effective Date: September 29, 2000

Section 1. The tax exemption authorized by subsection (7) of section 12-81 of the Connecticut General Statutes shall be effective, pursuant to section 12-81b. of the General Statutes, as of the date of acquisitions of property by any land trust previously determined to be tax exempt by the Assessor's Office pursuant to said section 12-81 and section 12-89, for property on the Grand List of the Town of Bolton to which the exemption applies.

Section 2. Any tax paid by any prior owner of tax-exempt property for a period of time subsequent to the date of purchase of such property by a tax-exempt organization, and for which period of time such tax-exempt organization, reimbursed said prior owners for a portion of said tax at the time of purchase, shall be refunded to the tax-exempt organization upon proper application. To receive such a refund, the tax-exempt organization shall file an application within thirty (30) days from the date of purchase of the said property with the Tax Collector. Such application shall include but not be limited to the amount of refund requested, the date of purchase of property by the tax-exempt organization and a signed copy of the adjustment sheet concerning said purchase, or other pertinent information verifying the amount to be refunded and the method of computation of said sum. The period for which reimbursement is claimed shall be determined in accordance with adjustments made on the basis of a fiscal year of July 1 to June 30.

Section 3. If any tax becomes due on any tax-exempt property subsequent to the date when such tax-exempt property was purchased, such tax-exempt organization may, within thirty (30) days of such purchase, file an application to abate taxes to become due on such property for the following fiscal year. Said application shall be filed with the Assessor and Tax Collector as set forth in sections 12-81(7)(b), 12-87 and 12-89 of the General Statutes and as provided in Section 2 above.

Section 4. This ordinance shall apply to the Grand List of the Town of Bolton of October 1, 2000 and subsequent years, and any tax-exempt organization which purchased property on this Grand List may, within thirty (30) days of the effective date of this ordinance, file for a reimbursement or abatement of taxes as provided in Sections 2 and 3 hereinabove.

Section 5. The Tax Assessor of the Town of Bolton shall determine the tax exempt status of an entity or its property as provided by the General Statutes. Once the entity and the property have been determined to be tax exempt, the Tax Collector shall examine all applications as referred to in this ordinance, certify the amount of refund or abatement to which the applicant is entitled under the provisions of this ordinance; and refer all such applications with recommendations to the Board of Selectmen for its consideration consistent with the provisions of this ordinance.

Copy

Tax Exempt Application

2019 Year

Municipality: Bolton CT

Check Application Type: Initial Application Quadrennial Report (Renewal) Additional Report (Interim)

A tax exempt application of charitable and of certain other organizations, is required by C.G.S. §12-81 and §12-87. Scientific, educational, literary, historical, or charitable institution, an agricultural or horticultural society, a cemetery organization, or a hospital society*, or corporation* or sanatorium* must file a return every four years. An additional report must be filed in any assessment year that is not a required filing year when seeking exemption for property acquired or previously not exempt. Applications must be filed with the assessor in each town in which exempt property is situated and owned on the assessment day. Applications or returns must show all property for which exempt status is sought, and must be filed with each assessor on or before November 1, or if such day is a Saturday or Sunday, on the next business day.

Name of Organization Bolton Land Trust
Contact Person Gwen Marrison, president
Mailing Address 38 Maple Valley Rd. City/State/Zip Bolton, CT 06043
Telephone 860-643-9302 E-mail gmarrison@snet.net Fax _____

1. What are the purposes of this organization - Submit copy of the charter and by-laws. Purpose is to preserve land in Bolton. Bylaws were submitted with M3 in Oct, 2017

2. Exemption is claimed in accordance with which section of the CONNECTICUT GENERAL STATUTES? See prior filing
See C.G.S. Section number & titles listed below signature block and those statutes on last two pages.

If not an agricultural, horticultural or cemetery society, is the gross income of such corporation entirely devoted to scientific, educational, literary, historical, charitable, or hospital purposes or to two or more such purposes? Yes No

4. Last fiscal year end date: _____ Gross income for fiscal year: _____ Amount of income used for other than Item 1 purposes. _____
\$ _____ \$ _____ % of total income

Identify sources of income as % of total	Donations _____%	Fees _____%	Rentals _____%	Grants _____%	Subsidies by local, State or Federal Governments _____%	Other _____%
--	------------------	-------------	----------------	---------------	---	--------------

5. Last fiscal year end date: _____ Gross expenses for fiscal year: _____ Expenses devoted to other than Item 1 purposes. _____
\$ _____ \$ _____ % of total expenses

Identify expenses as a % of total	Salaries _____%	Maintenance _____%	Rent _____%	Mortgage _____%	Other (describe) _____%
-----------------------------------	-----------------	--------------------	-------------	-----------------	-------------------------

6. Agricultural, horticultural societies only: if such corporation is receiving from the state reimbursement in part for cash premiums given at an agricultural or horticultural exhibition held by it in the state, enter the date last reimbursement was received: _____

7. Cemetery organization only: Is gross income entirely devoted to cemetery purposes? Yes No

8. Is any officer, member, or employee of this organization receiving, or may he at any future time (even in event of its dissolution) receive any pecuniary profit from its operations, except reasonable compensation paid for services in effecting one or more of its purposes, or as a proper beneficiary of its strictly charitable purposes? Yes No

If answer is yes, show here the manner by which such individual pecuniary profit may be received. _____

9. What would be the disposition of profit which the organization might make? _____

Does organization's charter contain any provisions relative to the disposition of incidental profit? Yes No

If yes, highlight pertinent sections of the charter. If no explain. _____

10. What would become of the property of such organization in the event of its dissolution? _____

Does organization's charter contain any provisions relative to its dissolution? Yes No

If yes, highlight pertinent sections of charter/bylaws. _____

11. Has the organization filed a Federal and/or State income tax for the current fiscal year? If yes, attach copy. Yes No

Copy pages if additional lines are needed.

Organization Name _____

12. On assessment day in the year of the return, specify book and market values of tangible personal property of such organization. Attach personal property declaration and list registered motor vehicles on this form.

	Book	Market
	\$ _____	\$ _____

13. Is all tangible personal property claimed on the personal property declaration devoted to carrying out purposes for which exemption is claimed? If not, list items below.

Describe	Property Code	Yr. Acq'd	\$

14. Describe real estate, giving number of parcels, location, area and uses. If additional lines needed - copy and attach.

Location - Street and Map/Block/Lot	Area - Land/Bldg.	Uses
15-16 Brandy Street	1.28 ac.	Open Space

15. Is all the real estate being used exclusively for purposes of the organization as stated in item Number 1. If not list those not so used below

Location	Percentage of time used for other purposes	Uses other than stated in item Number 1
	%	
	%	
	%	
	%	
	%	
	%	
	%	
	%	
	%	
	%	

16. Does the reporting organization own any real estate for which no income is derived on the land of which suitable buildings are in the progress of construction, which real estate is exempt from taxation under the first sentence of section 12-88 of the general statutes.

If yes, explain purpose. _____

Copy pages if additional lines are needed.

Organization Name _____

21. **Has organization received a 'Certificate of Need' from the Connecticut Office of Health Care Access?** If yes, attach current copy (less than two years old). If no, explain. Yes No
22. **Has organization received a State of Connecticut Sales Tax Exemption?** If yes, attach a copy. If no, explain. Yes No
23. **Has organization received an exemption from the IRS in accordance with Section 501 (c) or 501 (d)?** If yes, attach a copy. If no, explain. Yes No

24. **Documents Provided:** Put a check mark in front of each described document attached with this initial or quadrennial application. **Personal Property Declaration is the only item required for Additional Reports.**

- IRS document (most recent) recognizing the organization as tax exempt under 26 U.S.C. Sec. 501 (c) or 501 (d).
- State of Connecticut Sales Tax Exemption.
- Evidence that corporation has timely filed its biennial return naming officers & directors with the Secretary of State.
- Certificate of Need from Connecticut Office of Health Care Access.
- Certified copy by authorized officer of corporate charter and by-laws or good faith equivalent if applicant is not corporation.
- Signed federal and/or state income tax returns, with all schedules attached for most current year.
- Audited financial statements for the latest available year.
- Description of each source of revenue, e.g. rents, fees, grants, charges, gifts, donation and the like, generated by or for each use of all real and/or personal property.
- Description of all uses of real and/or personal property, owned or leased, of which an exempt activity is a part, whether or not exemption is requested for any such use or uses.
- Personal property declaration for the current year **REQUIRED ANNUALLY** and complete listing of all Connecticut registered motor vehicles.
- Copies of funding requests made to public institutions or private parties in the current tax year and prior tax year of the applicant.
- Evidence of compensation in money or in-kind paid to officers, directors and/or employee of the applicant.
- Evidence that the property is used as claimed.

I do hereby declare under oath that, according to the best of my knowledge, remembrance and belief, this report is true.

Signed: *Treasurer or other Chief Financial Officer of the Corporation*

Title _____

Date _____

X *[Signature]* *Treasurer* *4/11/18*

Signed: *Justice of the Peace, Notary, Assessor, Town Clerk, Comm.-Superior Court*

Subscribed and sworn to before me: **JENNA S. MATOS**

X *[Signature]* *April 11, 2018* **NOTARY PUBLIC**

My COMMISSION EXPIRES APR. 30, 2022

For additional information, please refer to the Section of the Connecticut General Statutes listed.

Charitable Organizations	12-81 (7)	Agricultural Societies	12-81(10)	Determination of Exemption	12-88
Educational Organizations	12-81 (7)	Horticultural Organization	12-81(10)	Partially Exempt Property	12-88
Historical Organizations	12-81 (7)	Hospitals	12-81 (16)		
Literary Organizations	12-81 (7)	Sanatoriums	12-81 (16)		
Scientific Organizations	12-81 (7)	Religious	12-81 (12) (13) (14) (15)		
		Cemetery Use	12-81 (11)		

This Area for Office use only

Signed: Assessor _____

Application Approved

Date _____

X *[Signature]* *4/20/2018*

Application Denied

- Denied as a copy of the Organization's IRS tax exemption certificate or determination letter under Section 501 (c) or 501 (d) of the IRS Code was not filed.
- Denied as a copy of the Organization's by-laws and/or Charter, was/were not filed.
- Denied for failure to forward documentation that would support whether or not the property is held by a religious organization.
- Denied as the property is not being used for statutory exempt purposes.
- Denied for other reasons:



2017010001950

AS OF 07/25/2018

GENERAL DATA REAL ESTATE TOWN OF BOLTON

BILL NO: 2017-01-0001950
 UNIQUE ID: 10002007
 LINK#
 FILE#
 BANK:
 ESCROW:
 VOL/PAGE: 175-1130
 LIEN VOL/PAGE:
 DISTRICT: S -

CURRENT OWNER: BOLTON LAND TRUST INC
 ORIGINAL OWNER: STANGELAND HELEN M EST
 C/O:
 ADDRESS: 38 MAPLE VALLEY RD
 ADDRESS2:
 CITY ST ZIP: BOLTON CT 06043
 COUNTRY:
 PROP LOC.: BRANDY ST
 EXR PROP LOC:
 M/B/L: 15 16

ELD CODE: 0
 EXMPT CHANGE:

PROP ASSESSED: 55,800
 EXEMPTIONS:
 COC CHANGE: -33,201
 NET VALUE: 22,599
 MILL RATE: 39.0000

*** BILLED ***

INST1:	TOWN
INST2:	2,176.20
INST3:	0.00
INST4:	0.00
ADJS:	-1,294.84
TOT TAX:	881.36
TOTAL PAID:	881.36

TOTALS
 2,176.20
 0.00
 0.00
 0.00
 -1,294.84
 881.36
 881.36

*** PAYMENTS ***

TYPE	CYCLE	DATE	ADJ	TERM/BATCH/SEQ	INST	AMOUNT	INTEREST	LIENS	FEEs	TOTALS
Pmt	1	07/24/2018		3/218/93	T	881.36	0.00	0.00	0.00	881.36
Adj	1	07/03/2018	11 09355R	99/9999/1	T	-1,294.84	0.00	0.00	0.00	0.00
TOTAL PAYMENTS:						881.36	0.00	0.00	0.00	881.36

TOTAL BALANCE DUE AS OF 07/25/2018

INT DUE:
 LIEN DUE:
 FEES DUE:
 TAX DUE NOW:
 TOT DUE NOW:
 BALANCE DUE:

TOWN
 0.00
 0.00
 0.00
 0.00
 0.00

*** FLAGS ***

Circuit Breaker Amount: 0
 Invalid Address Flag No
 Last Adjustment Reason TAXABLE TO EXEMPT

Benefit Year: 0

**FY18 TOWN GOVERNMENT
BUDGET TRANSFERS**

August 2018

BOS

66

Budget	Amount	From Line Item	To Line Item
Highway	\$1,200.00	Equipment & Repairs	Fuel
Fire Commission	\$4.00	Professional & Business Training	Repairs & Maintenance

7.C.



**CONNECTICUT
INTERLOCAL
RISK
MANAGEMENT
AGENCY**

900 Chapel Street, 9th Floor
New Haven, CT 06510-2807
Telephone: 203-946-3700
www.CIRMA.org

CIRMA Board of Directors

- Barbara Henry**
Chairman
First Selectman, Roxbury
- Steven Werbner**
Vice Chairman
Town Manager, Tolland
- Tom Banisch**
First Selectman, Madison
- Mark D. Boughton**
Mayor, Danbury
- Susan Bransfield**
First Selectwoman, Portland
- Robert M. Congdon**
First Selectman, Preston
- John Elsesser**
Town Manager, Coventry
- Matthew B. Galligan**
Town Manager, South Windsor
- Toni Harp**
Mayor, New Haven
- Catherine Iino**
First Selectwoman, Killingworth
- Matthew S. Knickerbocker**
First Selectman, Bethel
- Marcia A. Leclerc**
Mayor, East Hartford
- Curt Leng**
Mayor, Hamden
- Leo Paul**
First Selectman, Litchfield
- Herbert C. Rosenthal**
Former First Selectman, Newtown
- John Salomone**
City Manager, Norwich
- Scott Shanley**
General Manager, Manchester
- Jayne Stevenson**
First Selectman, Darien
- Daniel D. Syme**
First Selectman, Scotland
- Michael Tetreau**
First Selectwoman, Fairfield
- Mark Walter**
Town Administrator, Columbia
- David J. Demchak, ARM**
President &
Chief Executive Officer

July 10, 2018

Ms. Joyce Stille
Chief Administrative Officer
Town of Bolton
222 Bolton Center Road
Bolton, CT 06043

RE: Members' Equity Distribution

Dear Ms. Stille:

CIRMA's Board of Directors and staff thank you for your continued membership in CIRMA. Your loyalty and the collective risk management efforts of our members are a sustaining force behind CIRMA's outstanding financial strength, growth in service programs, and our ability to deliver value-added products and services such as our Members' Equity Distribution Program.

CIRMA stands as one of the most successful state-wide collaborative efforts between Connecticut municipalities, schools and local public agencies. As a member-owned and governed organization, our mission is to help our members build stronger, better communities to live, learn, and work in.

We are very pleased to present you with your Members' Equity Distribution check for **\$12,519**. This is an unrestricted distribution, as such, you determine how and when to use these funds. CIRMA began its Members' Equity Distribution Program in 2011, and since then, distributed a total of nearly \$25 million to its members.

We look forward to working with you again this year, please visit our website, CIRMA.org, to learn more about our new services, upcoming education programs, and special events.

If you have any questions regarding the distribution, please contact your CIRMA Underwriter at 203-946-3700.

Sincerely,

David Demchak
President and Chief Executive Officer,
CIRMA

Barbara Henry
Chairman, CIRMA Board of Directors
First Selectman, Town of Roxbury

Check received by Joyce M Stille Date 7/23/18
Please sign and return a copy of this letter to acknowledge receipt of the distribution