

**TOWN OF BOLTON
BOARD OF SELECTMEN
MINUTES
REGULAR MEETING TUESDAY, OCTOBER 1, 2019, 7:00 P.M.**

		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	Joshua Kelly	X	
Members of the Public	10	X	

1. Call to Order:

By: Sandra Pierog

Time: 7:01 p.m.

Place: Town Hall

2. Pledge of Allegiance:

All stood to recite the Pledge of Allegiance.

3. Public Hearing – Draft Blight Ordinance:

A. July 2, 2019 Regular Meeting

Pierog commented that this is the continuance of the meeting regarding the blight ordinance.

Pam Sawyer, 95 South Road – She understands the Board of Selectmen has been working on this issue for some time. She requests that the entity that puts forth a citation for a blight situation be composed of one Town employee and is reviewed by one elected official before a blight citation is issued. Ms. Sawyer suggests that the monetary fine be left open due to the future cost of money. Perhaps every two to five years the BOS determines the current fine. Pierog clarified that Sawyer was suggesting a periodic review by the BOS for the setting of the fine amount.

Bob DePietro, 32 Bayberry Road – Asked if unregistered vehicles are addressed. Pierog replied that this is not addressed in the proposed ordinance because the issue is addressed in the zoning regulations. This is pertaining to more than one unregistered vehicle per property. Mr. DePietro asked if unoccupied or vacant homes are addressed. Pierog answered that the fact that the house is vacant does not relieve the property owner from basic maintenance. DePietro is concerned about the potential nuisance of a vacant house with the recent history of break-ins. There are a couple of break-ins on Hebron Road this

year. Morra commented that if a property has been abandoned through foreclosure the Town can only move on it under a blighted situation and place a lien on the property once the mortgage holder takes back the site. This is one of the critical issues to be figured out under the ordinance. Some towns will go in and mow the property and place a lien on it. Legally this can be done as a matter of public safety. This is one of the housekeeping issues that must be addressed more thoroughly.

Eric Luntta, 384 Lake Street – He feels this looks more like a deed restriction. Bolton’s population is aging. Because of aging and income, people elect to stay at home when they become infirm. Remaining in their house allows hospice care. Money and effort goes into their healthcare. Items like mowing lawns and gutters falling off are neglected. He has recent experience with this. Under this ordinance a person could be cited for these issues. Something like this for someone in their eighties or nineties can be a dramatic experience. Exceptions can be granted, per the proposed language, but what constitutes an exception and would that not set a precedent? This relies on the opinion of the person, Board, or Commission reviewing blight. A former PZC did not feel a blight ordinance was needed for a rural community. Businesses are not letting their buildings fall into disrepair. Blight ordinances are usually considered for commercial space or slum lords. This will pit neighbor against neighbors. The business people in town do not understand why this is being considered. Mr. Luntta is against this. He heartily asks that this be put to a town vote.

Norm, 40 Quarry Road – Agrees with the comments Mr. Luntta made. He knows of family members that cannot survive on social security payments.

Pam Sawyer, 95 South Road – Would also like this to go to the townspeople for a vote.

This hearing is closed. Additional discussion about the ordinance is set on the agenda for later this evening.

4. Public Comment:

Debbie Livingston, 59 Maple Valley Road – Is here to discuss Sustainable CT that the town is coming up for. She has been looking for the schools to decrease plastic waste and single use plastic replacing with more usable products. The straws have been removed from the schools after she met with officials. Straws remain available for those who ask for them. The schools are moving to using sporks, a combination of a fork and spoon. People grab many pieces of plastic ware that is not always used and then discarded. These all come from China and cannot be recycled. School officials are not yet able to replace trays and move to silverware. Livingston would like to see all taxpayer buildings use less single use products to reduce waste. The world is drowning in plastic. Other countries are not taking our recyclables any longer. She wants Bolton to make this move forward. There is a section in Sustainable CT that talks about waste, including food waste.

5. Approval of Minutes:

A. September 3, 2019 Regular Meeting

Motion: Move to approve the minutes of the September 3, 2019, meeting as written.

By: Morra

Seconded: Eremita

Voting:

For: Pierog, Eremita, Morra, Sullivan

Against: None

Abstain: None

B. September 18, 2019 Public Hearing

Motion: Move to approve the minutes of the September 18, 2019, meeting as written.

By: Morra

Seconded: Eremita

Voting:

For: Pierog, Eremita, Morra

Against: None

Abstain: Sullivan

6. Correspondence:

Pierog received a letter about the car break ins that have been occurring in town. The person asks that the BOS consider more police protection or an increase in police protection. Have fingerprints been taken, camera views reviewed, any arrests? Would the town's alert system be used? Pierog stated that they can have police presence, but folks are better off securing their property and locking their cars. The alert system is not likely to be used. The resident trooper has been investigating, but there has not been enough evidence collected. There has been a rash of incidents this week on Vernon, Quarry, and South roads. Sullivan reported that someone was inside her open garage. She will have some video to share with the trooper.

Pierog and Kelly received correspondence from someone asking about MIRA problems mentioned in an opinion article by Luke Bronin. Kelly shared with the person that Bolton does not participate in MIRA so the system being down did not affect the town; waste is handled by Willimantic Waste.

Pam Sawyer spoke as co-chairman of the 300th celebration. The committee has been working on many events, including working coordinators from Town entities to sponsor an event. Kelly is looking into some ideas. Enclosure 11B in the BOS packet includes the current calendar of events. The band director has commissioned a piece to be written; this will be performed at a band concert June 1st, with a rain date of June 2nd. The director will include performers from the fourth to twelfth grades. Some events will be one-time only and others ongoing. The committee is looking for volunteers and skilled people for a Build and Bloom in Bolton event. This will assist people needing work on their homes. The contractors already contacted are excited for this event. A gala is being sponsored by the PTA with Ann Decker handling the planning. The gala is to be held on March 21st. Sawyer thanks the town for hosting a July event showcasing Town facilities. The committee meets once per month and is grateful for the assistance from the Selectmen's office. The farmer's market event provided them with a list of people willing to volunteer one time rather than chair or work on an entire event. Flags will be designed by Center School and the high school through a Lion's contest; the winning flags will be carried in the parade.

Pierog attends many of the meetings; Kelly has been attending as well.

Pierog asked for and received agreement from the Board to move onto appointments at this time as some audience members are present for those.

7. Ongoing Business:

A. Subcommittee Reports

B. Properties and Facilities

Kelly has spoken to John and the Health District. At this time, no one believes that we should be spraying for mosquitoes. Morra stated that the mosquito population is diminishing as we move into fall. This may have to be revisited by the Health District in spring. The State will have to be looking at this statewide.

C. Lower Bolton Lake Status Report

Kim Welch, 51 Vernon Road – has been sharing the process and phone numbers for residents to use when their grinder pumps go off. The Lake Association will hold the annual forum at Nehoca Lodge. The 18” draw down will begin on November 1, 2019 with coordination by the DEEP. This is the season for the DEEP to conduct fish surveys on Lower Bolton Lake. She has heard that DEEP has not scheduled this to take place on the lake this year unless something comes up. This is important to know because it takes place at night, the boat is loud, and it comes close to shore. Welch was on the lake on Friday and noticed some curly pond weed. Harvesting of some of this was done in August. Northeast Aquatics was contacted; they came out right away and did a survey. In most places the bottom of the lake can be seen. This is unusual making her a little leery as to the meaning. Northeast Aquatics saw and documented the locations with significant curly pond wee. They will address this in the spring. This is an invasive. Fanwort is in the lower end of Middle Bolton Lake. When the spillway is active fragments can come over into Lower Bolton Lake. The clarity looks good, but it is too clear. Welch wants to confirm Bolton has the necessary permits in place for the work to be done on the invasive in the spring. She has asked Kelly to look into this although she and Board members feel they have a current multi-year permit in place.

Pierog and Kelly were given a boat tour of the lake by the Crosskeys. Every time she speaks with a member of the Friends of Bolton Lakes she learns something. The Crosskeys provided a guided tour including the history of many houses on the lake. The location of the invasives being found was pointed out.

D. Revenue Sources (Augmented Reality Advertising)

Kelly reported that the contract provided in the packet has had some updates. Coventry, Plainville, and New London will be participating. Ellington may be joining soon along with a number of other towns. His opinion is that each town will make more money as additional towns join. There are not many drawbacks should Bolton decide to withdraw from the agreement. Should the BOS decide to participate Bolton will be in at the ground level for this forward thinking project. The contract will be reviewed by the Town Attorney. This company works with apps that use GPS and other technologies to help interact with communities with a user’s device. Advertisers pay the towns to advertise through these apps. Adam Riser of the company expressed the desire to meet the BOS and present at one of the meetings. Members expressed the desire to have him do so. Eremita is leery about having Bolton online in some cases. Sullivan is not entirely sure what this project entails. They do not want to barrage residents with unwanted advertisements.

E. FY 20 Budget

Kelly commented on the Administration expensed percentage as being higher than previous years because both he and Stille were on the payroll at the same time. Also, the Data Processing percentage expensed is lower than previous because reevaluations are not going on this year. The Tax Collector has collected 98.41% as of August 31, 2019.

Pierog complimented the tax collector in pursuing collection of back taxes that had been written off.

F. Consideration and possible action on Budget Transfers and/or Appropriation Requests

Motion: Move to approve the budget transfer request of the Fire Department of \$1,600 from Uniforms & Cleaning to Medical Supplies.

**FY20 TOWN GOVERNMENT
BUDGET TRANSFERS**

September 2020 BOS

Budget	Amount	From Line Item		To Line Item
Fire Department	\$1,600.00	Uniforms & Cleaning	to	Medical Supplies

By: Morra

Seconded: Sullivan

Discussion: Eremita commented that in previous years supplies with a signed PO executed prior to July 1st were from that year’s budget. Now if the items are not received before July 1st a budget transfer may have to be requested.

Voting:

For: Pierog, Eremita, Morra, Sullivan

Against: None

Abstain: None

G. Charter Oak Greenway Shared Use Path and Path Extension

Pierog reminded everyone that the official opening of the path will take place on October 12, 2019 at 9:00 a.m. at the commuter lot. Have Breakfast in Bolton as they provide breakfast foods, juices, and coffee.

H. Other

8. Unfinished Business:

A. Blight Ordinance

Motion: Pierog stated that given that no one from the original group that requested an adoption of a blight ordinance have not come to the public hearings on the matter she

moves to reject the ordinance and give it back to the subcommittee for further clarifications and discussion. Those from the original group were invited directly to attend and comment.

By: Pierog

Seconded: Morra

Discussion: Morra likes the thought of this going to a vote although he is not sure how this can be done – perhaps a vote for input as advisory information. This is a town centric issue. We should find out what the people of the town want.

Voting:

For: Pierog, Eremita, Morra, Sullivan

Against: None

Abstain: None

9. New Business:

A. FY 2021 Budget

Kelly has been reviewing minutes and tax rate from past meetings as the budget gets developed. It seems likely to be in the Town's best interest to ask staff to maintain the cost of current services. He would like to receive from the departments documents of the cost of adding additional items, that is, to develop proposals for costs that would add services to the Town. The BOS can then choose from those proposals. Packages about dropping services can also be requested. In this manner, staff members will have already thought through what they can stand to lose. This provides structure to the departments and BOS for adds and drops. Morra stated that it has helped in the past for departments to prioritize their issues. Eremita feels this process could give people a false sense of hope toward improvements or making drastic changes. They would be going through the process knowing it is not likely to happen. Pierog stated that departments have been operating on an austerity budget for so long that items have been put aside that may start presenting issues. The BOS needs to be aware of those items. Sullivan agrees that staff input will show the BOS where the potholes are.

B. Charter Revision Commission

Pierog has gone through the notes from the past discussion to define the charge of the commission. The current charge in the packet contains all of the suggested revisions. If the BOS finds something that needs to be reviewed it can be sent to the Revision Commission without amending the resolution based on the sentence following recommendation twelve. The report is scheduled to be submitted to BOS on February 1, 2021.

RESOLUTION

Defining the Charge of the Bolton Charter Revision Commission
October 1, 2019

WHEREAS, pursuant to Section 7-190(a) of the Connecticut General Statutes, the Board of Selectmen of the Town of Bolton shall appointed a Charter Revision Commission consisting of several electors of the Town of Bolton; and

WHEREAS, pursuant to Section 7-190(b) of the Connecticut General Statutes, the Board of Selectmen desires to make recommendations to the Charter Revision Commission; and

WHEREAS, pursuant to Section 7-190(b) of the Connecticut General Statutes, the Board of Selectmen must establish when said Commission shall submit its draft report to the Board of Selectmen.

NOW, THEREFORE, be it resolved by the Board of Selectmen of the Town of Bolton that the following recommendations be directed to the Charter Revision Commission forthwith:

1. Review and possible edit of Section 2.4, Breaking a Tie, to determine if the current procedures are sufficient for settling future instances of tied electoral races.
2. Review and possible edit of Section 3.1; Commissions, Boards, Agencies, and Officers; and related sections for the purposes of determining whether each of the listed positions should continue to be elected or if select positions should be filled by appointment instead.
3. Review and possible edit of Section 3.5; Biennial Town Elections: Commissions, Boards, Agencies, and Officers, Terms and Additional Duties; and related sections for the purposes of deciding whether each position should continue to keep their current length of terms or if they should be adjusted.
4. Review and possible edit of Chapters 5 and 6, Board of Selectmen and First Selectman, and related chapters for the purposes of evaluating the town's form of government, potentially considering a switch to a Council-Manager form of government or other government design, and otherwise making amendments to the assigned powers and duties of the town officials mentioned therein.
5. Review and possible edit of Section 7.1; Commissions, Boards, and Agencies; and related sections for the purpose of considering whether or not each listed Board, Commission, and Agency should be governed by the Town Charter or by ordinance.
6. Review and possible edit of Chapter 8, Finance and Taxation, and related chapters for the purposes of considering whether the town continues to have need of an independent Board of Finance, evaluating budget creation procedures and the referendum process, and considering other changes to the finance and tax procedures previously established by the town.
7. Review and possible edit of Chapter 9, Town Meeting, and related chapters for the purpose of evaluating the effectiveness of the current Town Meeting requirements as well as the type and size of financial items that must be reviewed by Town Meeting or go to referendum.

8. Review and possible edit of Section 10.2, Incompatible Offices, and other related sections to determine whether the chapter suitably addresses all possible combinations of offices that should remain separate for ethical reasons.
9. Review and possible edit of Chapter 11; Organization of the Boards, Meetings, and Records; as per the recommendations of the Town Clerk.
10. Review and possible edit of Chapter 12, Removal/Recall, and related chapters for the purpose of evaluating the town's policies surrounding the suspension and removal of any appointed or elected town officials.
11. Edit of Section 13.7, Effective Date, and related sections for the purpose of defining when proposed changes to the Town Charter may be enacted.
12. Review and possible edit of any chapters and sections of the Town Charter for the purpose of fulfilling the aforementioned requests made by the Board of Selectmen, as well as any other requests that may be made by the Board of Selectmen between now and the end of the revision process.

The review by the Charter Revision Commission is not restricted to the areas or topics noted above.

BE IT FURTHER RESOLVED by the Board of Selectmen of the Town of Bolton that the Charter Revision Commission submit to the Clerk of the Town of Bolton its draft report no later than February 1, 2021.

Motion: Move to adopt the Resolution Defining the Charge of the Bolton Charter Revision Commission, dated October 1, 2019.

By: Morra

Seconded: Sullivan

Voting:

For: Pierog, Eremita, Morra, Sullivan

Against: None

Abstain: None

The people for the commission that were presented and discussed are John Toomey, Adam Teller, Jay Brudz, and Gwen Marrion. Morra has recruited Jim Aldridge and Richard Hayes. There cannot be more than a simple majority by a single party. Pierog feels it is safer to wait one more month to add another person to the commission for a total of seven. The minimum of five and one-third being an elected official is met. There was consensus among the Board to postpone appointments to the Charter Revision Commission.

C. Other

10. First Selectman's Report:

A. Economic Development Grant

Pierog and Kelly reported that about twelve people from Bolton joined Coventry, Tolland, and Mansfield for brainstorming sessions for the grant received. There was likely close to one hundred people in attendance. Pierog was impressed with the leadership of the CT Economic Resource Center who has been chosen to help on performance of the grant. She was also impressed with the similarities and concerns of the nine focus groups. She would have been able to find twenty similar concerns of Coventry and Bolton, but thought it would be more difficult to find overlaps with Mansfield and Tolland. However, overlaps were found. The facilitators were impressed

with the sharing, respectfulness, and the building off of ideas of the participants. She looks forward to seeing the report of the possibilities in two to three months.

B. National Parks Service and W3R

Pierog attended an information meeting with all of the towns in Connecticut that are part of the Washington Rochambeau Revolutionary Route. This is called WaRoRR by the National Parks Service. The NPS have some money available for grants. The representatives were excited about Heritage Farm that is the only place other than in Bethany that has unspoiled artifacts from the revolutionary period. Kelly will be working with the person in charge of the route. She does not believe strings are attached to using the grant money.

C. Other

11. Administrative Officer's Report:

A. Personnel

Kelly provided an update that the first interview for the Assistant to the Assessor was conducted. There are a good number of applications. Four people will be invited to interview for the Assistant to the Assessor position.

B. 300th Celebration

Ms. Sawyer covered the update on this and the calendar of events is part of the packet.

C. CRCOG & CCSWA

Both meetings were attended. Pierog reported there is \$20 million for crumbling foundations and enough applications have been received to use that amount. The fund pays 50% of the foundation replacement. Visual inspections are back up.

CCSWA is talking about a regional service for collecting food waste at the doorstep at a lower price than paying for trash service. The compost would come back to individuals if they want it. The question is if the infrastructure is there to support this plan.

D. Connectivity Grant

Joe Dillion has to complete the survey along the corridor where a gap exists. The report will be done next week. Grant dollars are not being used for this portion.

E. Other

Patrice Carson has the chance to attend a CEDAS event on October 23, 2019, in Bridgeport. Bolton is one of several towns to get an accreditation from CEDAS. Ms. Carson shared with Pierog that the PZC had the conversation that there is perception that Bolton is unfriendly to economic development. This recognition programs and receiving the award is outside approval that Bolton does have best practices in place. Carson is also paying attention to Sustainable CT.

12. Appointments:

A. Town Historian

Pierog stated that Mr. John Toomey could not be present this evening as he is out of town. John Toomey has expressed interest in being appointed as the town historian. This position has been vacant for many years.

Motion: Move to approve the appointment of John Toomey as Town Historian.

By: Eremita

Seconded: Sullivan

Discussion: Morra asked for clarification that this is not a paid position and that Toomey is aware of this. Pierog confirmed it is not paid and Toomey does know this. The position had been advertised as being available.

Voting:

For: Pierog, Eremita, Morra, Sullivan

Against: None

Abstain: None

B. Sustainability Committee

Pierog stated that interested parties Jennifer Cyr and Alyssa McDonnell are present. Also interested is Stanley Starin; he works as a purchasing agent for the town of East Hartford. Pierog asked those present if they would like to share some personal information.

Jennifer Cyr stated that she applied for the committee and would love to be in this position. She mentors international volunteers and guides them as the volunteer abroad. She has done environmental conservation work in the Galapagos. Cyr would like to give back to her home town.

Alyssa McDonnell is excited that Bolton is participating in this. She wants to help out in an area that she cares about. She graduated from URI with a degree in Environmental Resources and is now working on her Master degree at UConn.

Pierog stated that the committee can be made up of up to five members of the public.

Motion: Move to approve the three appointments to the Sustainability Committee – Jennifer Cyr, Alyssa McDonnell, and Stanley Staran.

By: Eremita

Seconded: Sullivan

Voting:

For: Pierog, Eremita, Morra, Sullivan

Against: None

Abstain: None

Pierog stated that the remaining positions are posted on the website. The committee will have to be balanced by political party. Kelly will be speaking to the Town Attorney concerning the final committee's party standing. Kelly stated that he will be in touch with the volunteers when the remaining committee members are chosen. He thanked those for volunteering.

C. Ethics Commission

Pierog commented that Jennifer Cyr also applied to be on this commission. This Board will be made up of two Democrats, two Republicans, and two Unaffiliated. Ms. Cyr's application will be kept on file.

D. Charter Revision Commission

E. Other

13. Executive Session: Personnel (Administrator's Goals):

Motion: Move to enter Executive Session to discussion the Administrator's Goals.

By: Sullivan

Seconded: Morra

Voting:

For: Pierog, Eremita, Morra, Sullivan

Against: None

Abstain: None

Motion: Move to amend the motion to enter Executive Session to include Joshua Kelly.

By: Sullivan

Seconded: Morra

Voting:

For: Pierog, Eremita, Morra, Sullivan

Against: None

Abstain: None

14. Adjournment:

Motion: Move to adjourn at 8:42 p.m.

By: Eremita

Seconded: Morra

Voting:

For: Pierog, Eremita, Morra, Miller

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.