



Town of Bolton

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**BOARD OF SELECTMEN
TUESDAY, FEBRUARY 11, 2020
7:00 P.M. - TOWN HALL
BUDGET WORKSHOP MINUTES**

The February 11, 2020 Board of Selectmen Budget Workshop was called to order by Deputy First Selectman, Kim Miller, at 7:06 PM.

ROLL CALL

MEMBERS PRESENT: First Selectman Sandra Pierog (7:15 PM), Deputy First Selectman Kim Miller, Selectman Michael Eremita, Selectman Robert Morra, and Selectman Robert DePietro.

OTHERS PRESENT: Fire Chief Bruce Dixon, Town Clerk Elizabeth Waters, Building Official/ZEO Jim Rupert, Library Director Elizabeth Thornton, Finance Director Jill Collins, Administrator Joshua Steele Kelly, and several members of the Fire Department, Fire Commission, and Library Board of Directors.

PUBLIC COMMENT

None.

AGENDA ITEM 2A – Fire Commission

DISCUSSION: Dixon discussed that there are three proposed areas of increase: in payroll, the proficiency fund, and money for a second set of equipment for some of the most active firefighters. Questions were posted regarding why some lines did not reflect any request at all, after which it was decided that Pierog, Dixon, Collins, and Kelly would sit down to ensure that the request allocated the correct amount of funding to each necessary line.

It was agreed by consensus that the Agenda would be reordered to allow Waters to present her budgets before Rupert.

AGENDA ITEM 2F – Town Clerk

DISCUSSION: Waters noted that her two major areas of increase are in payroll and other contracts; payroll is increasing to move her Assistant Town Clerk up to 32 hours per week, and other contracts is increasing due to the COTT System charging significantly more per month than they have in the past. She asked that the Selectmen please consider to additionally fund money to make the Assistant Town Clerk a 35 hour per week position and money to allow for the formal codification of town regulations and ordinances. Questions were asked about where election ads would come from – the Election budget or the Town Clerk's budget.

AGENDA ITEM 2B – Fire Marshal

DISCUSSION: Rupert spoke to the importance of increasing this budget section to allow for additional inspection hours, to be completed by the Deputy Fire Marshal, so that the town can come into compliance with its inspection schedule. Rupert projected this could be done in 2-3 years. The Selectmen raised the question of whether it was acceptable or not to take the risk of not being in compliance for another 2-3 years, to which Rupert answered that it was the best he could do without significantly more money and without throwing the position of Deputy Fire Marshal out of a workable number of hours. Given that he had a reasonable plan moving forward, he felt that the 2-3 year timeframe was likewise reasonable.

AGENDA ITEM 2C & 2D – Building & Land Use and Emergency Management

DISCUSSION: Kelly noted that there are two proposals put forward: one initially requested by Rupert, and one that he, Rupert, and Collins had, in part, compiled together. The key differences between the initial ask and the Admin proposal are: the Admin proposal lowers the amount allocated for a summer intern, it splits emergency management costs into a new Emergency Management section of the budget, and it reduces the number of hours budgeted for the Community Development Director to match the average number worked in the past five years.

AGENDA ITEM 2E – Zoning Board of Appeals

DISCUSSION: Rupert stated that his request for this budget is to essentially flatly fund it, and there were no questions asked.

AGENDA ITEM 2G – Library

DISCUSSION: Thornton presented information about her budget and current happenings at the library. It was noted that the cost of the interlibrary loan system is likely to rise for towns in the near future, but not necessarily yet. There were few questions about the budget.

AGENDA ITEM 2H – Capital

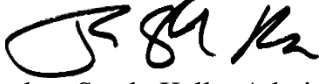
DISCUSSION: Pierog explained what some of the sources for the proposed funds for redistribution were, and Kelly elaborated. Kelly then presented his proposal for the Capital Improvement Plan, which included just a few key differences from the plan as it was presented to the CAPA Committee in January. Those differences include: moving select projects back from FY 21 to FY 22, including the High School Soccer Fields project in the FY 22 bond package, and using the sum of money identified for redistribution in both FY 21 and FY 22 to level-out the total Capital costs in those two years. There was a question about whether or not more money would be needed for building assessments than Kelly was imagining, and there was a general consensus that more money for such assessments would not hurt. There was a question about whether or not the planning and architectural costs for the Center School Roof Replacement & Masonry project would truly total \$295,000. It was asked if the proposed cost for the Notch Road Municipal Center Demolition project included money for the bid documents.

AGENDA ITEM 2I – Other Budgets

DISCUSSION: None.

The Chair adjourned the meeting at 9:16 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'J. S. Kelly', written in a cursive style.

Joshua Steele Kelly, Administrator

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