

**Bolton Board of Selectmen
Regular Meeting
7:00 p.m. Tuesday, August 11, 2020
Virtual Meeting - Zoom
Minutes**

The Board of Selectmen held its regular meeting on August 11, 2020, virtually with First Selectman Sandra Pierog presiding. Also in attendance were Deputy Selectman Kim Miller, Selectmen Robert DePietro, Mike Eremita and Robert Morra, Administrative Officer Joshua Kelly, and Chief Financial Officer Jill Collins.

1. Call to Order

S. Pierog called the meeting to order at 7:00 p.m.

2. Public Comment: None

3. Approval of Minutes

July 7, 2020 Regular Meeting

On **Page 3, 8A**. In the fourth sentence, “On Sunday, a car drove” should read “On Sunday, a car drove into the park.” In the fifth sentence it should state that the State trooper escorted the car out of the park.

On **Page 4**, in the first sentence, Pierog did not go to the park. The trooper obtained temporary repair materials.

Also on **Page 4**, in the sentence that begins “Pierog prefers option 3”, rangers should read park rangers.

Also on **Page 4, Under 2**. Magdalena and Bessy should be reversed. Magdalena is her given name.

On **Page 6, Under 9C**. , Dave Piela should read David Piela.

On **Page 8, first paragraph**, Kathy should read Kathy McCavanagh and John should read John Butrymovich.

R. Morra made a motion to accept the minutes as amended. M. Eremita seconded. The motion passed 3:0:2. M. Eremita and K. Miller abstained.

4. Appointments

William Roddy	Appointment	Energy Committee	6/30/2024
William Roddy	Appointment	Bolton Lakes Regional WPCA	6/30/2023
Alan Bicknell	Reappointment	Conservation Commission	6/30/2022
Helen Winkler	Reappointment	Senior Citizen's Commission	6/30/2024
Raymond Marrion	Reappointment	Heritage Farm Commission - Alternate	6/30/2023
Jane Darico	Reappointment	Inland Wetland Commission	6/30/2023

Josh recapped the proposed appointments. William Roddy participated in the meeting and spoke on his own behalf. He is a new resident of Bolton, residing on Shoddy Mill Road. He is a recent graduate of The College of New Jersey. He has been involved in State and Local politics in the State of New Jersey. He is currently working with clients in New Jersey on renewable fuels i.e. solar and wind along with commercial waste water and sewer water processing and regulations.

R. Morra made a motion to approve the above appointments. R. DePietro seconded. The motion passed unanimously 5:0:0.

Pursuant to discussion under **6A**

R. Morra made a motion to appoint Jill Collins as Treasurer with additional compensation to be determined by the BOS and to appoint Joshua Kelly as Deputy Treasurer. R. DePietro seconded. The motion passed unanimously 5:0:0.

5. Correspondence: None

6. Reports & Updates:

A. Subcommittee Reports

The Human Resources and Personnel Subcommittee met this evening at 6:30 p.m. to discuss the open Treasurer position. Kate Peterson is resigning as Treasurer. Jill Collins has offered to take on this role. J. Kelly noted that Jill Collins is currently the Deputy Treasurer and he feels that she has the means and knowledge to warrant a promotion to Treasurer. She is fully capable of making a smooth transition.

J. Kelly is willing to step in as Deputy Treasurer as Jill transitions to Treasurer. There was unanimous consensus among the members of the subcommittee that additional compensation is warranted for Ms. Collins increased responsibilities.

R. Morra supports these moves as it would be a seamless way to utilize the staff in an effective way. The Deputy Treasurer position is important as a backup and for signature purposes.

B. Properties and Facilities Report

J. Kelly noted that as of today, the power is back on at all town facilities. There was relatively little damage to Town property due to Tropical Storm Isaias. A large shade tree on the green was lost. The Building and Grounds department will be reinstalling a sign on the green. The metal plaque is in solid shape with just a few scratches.

C. Open Space Management & Acquisition

There is no new report on the property on Westview Drive.

D. Lower Bolton Lake Report

J. Kelly noted that lake monitoring has continued. There has been no significant rise in algae or other plants.

E. FY 20 & FY 21 Budget Reports

Josh shared the report of Fiscal Year 2020 expenditures as of July 31, 2020. Savings are expected as COVID-19 impacted a significant part of the year. Facilities were closed and projects were slowed or diverted. Numbers will change through August as expenditures are

processed. The audit will start after all payments for FY 2020 are complete. J. Kelly will remind all that bills for FY 2020 need to be submitted by a date to be determined.

The expenditure report for FY 2021 was presented. Areas of concern are highlighted. They must meet two criteria. They must be over 8.3% expended (1/12 of the annual budget, as 1/12 months has passed so far) and must be more greatly expended than it has been in the past 3 years. Land Use is the only line item that meets that criteria at this time, but it remains within a limit that is acceptable to Kelly.

All line items will continue to be monitored.

7. Ongoing Business:

A. Consider and possibly act on Budget Transfers and/or Appropriation Requests

S. Pierog and J. Kelly approved the five transfers that were included in the packet. Two transfer requests from the Fire Department were received today. They will be included in next month's package.

8. New Business:

A. Consider and possibly act on redecorating crosswalks on Steele's Crossing Road

J. Kelly received an Email from Bolton resident Matt Anderson suggesting the possibility of painting a more creative crosswalk in lieu of the standard white lines on Steele's Crossing Road. From a safety perspective, the Fire Department, Highway Department, the Resident State Trooper and the Town engineer all weighed in with their concerns. Town liability is also an issue. There are standards set for crosswalks. Their recommendation is to not deviate from the standard. Financial impact is also a concern. Repainting estimates range from \$5,000.00 to \$15,000.00.

J. Kelly is hesitant to move forward at this point. He wants to talk to towns that have implemented something similar. Simsbury was an example.

R. Morra noted that the crosswalks are painted in a standard manner as a safety issue. M. Eremita likes the idea of creative painting but he is concerned with the safety of people in the crosswalk.

Other locations in Town such as in front of the Library may be better suited to a creative crosswalk. S. Pierog suggested that J. Kelly check costs and brainstorm other possible locations.

K. Miller is in favor of keeping the standard crosswalk on Steele's Crossing but felt that the 300 year anniversary celebration would be a nice theme for a crosswalk elsewhere. The BOS members were in agreement.

R. DePietro suggested sending a response to Mr. Anderson thanking him for his recommendation. J. Kelly will follow up.

B. Consider and possibly act on adopting the Administrative Officer's contract

This was postponed until after the executive session.

C. Consider and possibly act on cancelling the Annual Farmer's Market

Key vendors are not comfortable participating due to safety concerns for their employees during the COVID-19 pandemic. R. Morra noted that it would be difficult to set up and maintain social distancing.

R. Morra made a motion to cancel the 2020 Farmer's Market. M Eremita seconded. The motion passed unanimously 5:0:0.

J. Kelly and staff will notify all potential participants.

D. Consider and possibly act on approving a resolution regarding Bolton's relationship with the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security

R. Morra made a motion to approve the above resolution. R. DePietro seconded. The motion passed unanimously 5:0:0.

9. First Selectman's Report:

A. Emergency Operational Response

The following is Jim Rupert's recap of the Town of Bolton's efforts during Tropical Storm Isaias.

8/9/20 updated 8/11/20

TS Isaias Emergency Response Summary

Tropical Storm Isaias impacted the Town of Bolton most heavily between the hours of 2:00 pm and 6:00 pm on Tuesday August 4, 2020. The storm did significant tree damage and left more than 90% of Bolton without power. The Fire Department answered approximately 76 calls for service during the height of the storm and we had 16 roads blocked. Aside from our volunteers at the Fire Department, the Highway Department and the Buildings and Grounds Department worked as a team in tandem with the EOC and FD throughout the storm. Our Buildings and Grounds crew and Highway crew remained on duty until all critical tasks were completed that evening.

Some key activities that took place:

The day following the Storm a charging station and potable water were made available at Town Hall

The Buildings and Grounds team began to operate the grinder pumps with generators and continued to so through Saturday August 8, 2020 when power was completely restored to the sewer area both in Bolton and Vernon.

The Highway Department staff remained on call for loader operations and were called out both August 8 and August 9. Loader operations significantly reduce the time it takes to clear blocked roads with large trees.

Our at risk citizens were checked on before and after the storm. Josh Kelly provided a water delivery to one resident. Trooper Bernier checked on those residents who did not have a working phone.

On Friday August 7 the Land use Team took approximately 180 photographs and noted descriptions of damage and GPS coordinates for completing the preliminary damage assessment which will aid the State and Town in receiving FEMA funding for reimbursement under the disaster declaration.

On Saturday August 8 a team of volunteers handed out bottled water and snack foods from the senior center.

On Saturday August 8 Chief Dixon and EMD Rupert worked with a make safe crew and cleared Riga Lane, Brian Drive, Shady Lane and Tunxis Trail.

On Thursday and Saturday the Town benefitted from having the Hoagland Team headed by Dan McCabe working on restoration of the backbone of our electrical distribution. Their efforts were greatly enhanced through the hard work of Chief Dixon who gave Mr. McCabe a tour of the damage throughout Town.

As I write this report on August 9, 2020 the Town of Bolton has fewer than 200 individuals without power. I am updating this portion of the report on August 11 and can report 7 outages on Hanover Farms Road which are currently being worked on. There is an additional outage at 17 Colonial Road which is unable to be repaired until the tree damage to the home is repaired. This recovery effort has been no small feat to accomplish and I would like to take a moment to recognize the teams and individuals who have worked tirelessly and diligently for the residents of Bolton through the course of this event and the recovery.

John Butrymovich and the Buildings and Grounds team provided support for every activity in addition to conducting their normal course of business and operating the grinder pumps in Bolton and Vernon.

Bruce Amundsen and the Highway Crew worked tirelessly to support emergency operations throughout the storm and have remained available on call for loader operations. Brett Turner should be commended for returning early from vacation to assist the short manned Highway Department.

While all the members of the Fire Department that participated in the emergency response should be commended, Chief Dixon should be recognized for his efforts above and beyond in the aid he provided to Emergency Management with Eversource in the recovery efforts.

Kathy McCavanagh, Stephanie Crane, Danielle Palazzini, Lori Bushnell, Karen Frost, Gary Silver and Sandra Pierog should be recognized for volunteering to man the commodities distribution. They handed out bottled water and snack foods. Additionally Kathy and Stephanie organized the event and conducted the shopping with support from the Buildings and Grounds team.

Karen Frost, Stephanie Crane, Kathy McCavanagh, and Trooper Doug Bernier should be commended for checking on or seniors and vulnerable populations before and after the storm.

The owners and servers at Georgina's Restaurant should be recognized for hosting the Eversource teams two separate mornings. They provided ample parking for the equipment, a space to work and generous hospitality.

The response and immediate recovery efforts have been successful because of the teamwork and comradery that exist between all of the Town employees and volunteer staff. Since the damage throughout Town is widespread and significant, complete recovery will take some time. Even after all of

the power is restored there will be tree work, brush cleanup, chipping and repairs to property. As we all know some of our efforts are made more difficult because of COVID but if we remain diligent, focus on the tasks at hand and continue to operate as a cohesive team the residents of Bolton will be well served.

Respectfully submitted,

James Rupert, Bolton EMD

B. Four-Town Economic Development Report

The report is available on the Town of Bolton website. Public feedback will be accepted until August 21, 2020, at 5:00 p.m. A public information session will be held via Zoom on Wednesday, September 16, 2020, at 7:00 p.m.

C. Sustainable CT

Patrice Carson is completing the application. Documentation is still being gathered. The deadline is August 20, 2020.

10. Administrative Officer's Report

A. Emergency Operational Response

The ongoing pandemic made the response to Tropical Storm Isaias challenging but the cooperation between volunteers and Town employees was commendable. Jim Rupert was especially recognized for his efforts.

R. DePietro asked if there are special awards available for Town employees that went above and beyond the call of duty. J. Kelly will check with other Towns to see what they are doing and he will come up with a recognition plan.

S. Pierog plans to write individual thank you letters.

The State is in a holding pattern with COVID-19 cases. School opening is a primary focus. There is a plan for a hybrid model which is available on the Bolton Public schools website.

B. Administrators Goals

J. Kelly stated that COVID-19 impacted some of his 2020 goals including the reestablishment of the student engagement program. He would like input from the BOS and the public in completing his goals for 2021. His goals will be discussed further at the September BOS meeting.

11. Executive Session to Discuss Administrative Officer's annual review and contract

At 8:31 p.m., R. DePietro made a motion to go into Executive session to discuss the Administrative Officer's contract. R. Morra seconded. The motion passed unanimously 5:0:0.

The meeting reconvened at 8:46 p.m. M. Eremita made a motion to approve the Administrative Officer's contract as presented. R. DePietro seconded. The motion passed unanimously 5:0:0.

S. Pierog received a message from Jim Rupert stating that there is only one remaining power outage on Colonial Road at a home that needs structural repair.

12. Adjournment

R. Morra made a motion to adjourn at 8:49 p.m. M. Eremita seconded. The motion passed unanimously 5:0:0.

Respectfully submitted,

Leslie J. Brand

Leslie Brand, Board Clerk

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