

**TOWN OF BOLTON  
BOARD OF SELECTMEN  
REGULAR MEETING  
TUESDAY, MAY 4, 2021, 7:00 P.M. VIRTUAL  
MINUTES**

		<b>Present</b>	<b>Absent</b>
First Selectman	Sandra Pierog	X	
Deputy First Selectman	Kim Miller	X	
Selectman	Robert DePietro	X	
Selectman	Mike Eremita	X	
Selectman	Robert Morra	X	
Interim Administrative Officer	Jim Rupert	X	
Members of the Public			

Also present: Rod Fournier, James Demorro, John Gaspar, John Toomey, Jim Dwire Bernice, Moria, Nick Lavigne, Pam Sawyer, Bruce Dixon, Brian Miller, Cheryl Udine. Amanda Gallacher.

**1. Call to Order:**

By: Sandra Pierog

Time: 7:01 p.m.

Place: Virtual

**2. Public Comment:**

Brian Miller, Bolton Booster Club president: The club supports fitness type goals in Bolton. There is interest from the group to get some answers to questions about the track and soccer field. B. Miller understands there is potentially bonding for the track and soccer field upgrades. Is this a package deal that is going to referendum in May?

Pierog said it will not be going to referendum on May 18<sup>th</sup>. A date for this has not been set up. There are a large number of capital items that can be found on the proposed May 18<sup>th</sup> budget under Capital Budget. Included are the soccer field improvements, the track, and a fire truck. The vote on May18th is only for the budget. The soccer field improvements and track will be part of a future town meeting. We are waiting for estimates on the improvements. And we will have to decide if there will be one question or multiple questions for bonding. We hope to have that ready to take to the voters in May 2022.

Mr. Miller asked if lights will be included and if there is to be stadium seating?

Pierog said there are no lights proposed at this time but wiring conduit under the field will be included for a possible future lighting project. There is some sort of seating included in the package.

B. Miller said the Booster Club is interested in helping in any way that it can. Pierog said once the bond package is announced and the date for voting on it is set the BOS and members of any agencies or commissions are prohibited with sharing anything about the package other than the facts. It is handy to have support of a particular item.

**3. Approval of Minutes:**

**April 6, 2021, Regular Meeting**

**Motion:** I move the Bolton Board of Selectmen approve the minutes of the April 6, 2021, regular meeting as presented.

By: Morra

Seconded: Pierog

Voting:

For: Pierog, Morra, Miller, Eremita, DePietro

Against: None

Abstain: None

**April 8, 2021, Special Meeting**

**Motion:** I move the Bolton Board of Selectmen approve the minutes of the April 8, 2021, special meeting as presented.

By: Morra

Seconded: Miller

Voting:

For: Pierog, Morra, Miller, Eremita, DePietro

Against: None

Abstain: None

**April 12, 2021, Special Meeting**

This item was postponed until the next meeting.

**4. Appointments:**

None

**5. Correspondence:**

**Email from Tom Ansaldi regarding no parking signs on the first 100-200' of Iroquois Trail**

Pierog said Mr. Ansaldi is a resident of Iroquois Trail. He's asking that no parking signs be placed on both sides for the first 200' of the Trail. Pierog thought this was addressed in the past and the finding was that no parking signs were warranted. Morra does not recall if any action was taken. Morra said the Resident Trooper may have a way of addressing this. Pierog said posting a sign does not mean adherence. Pierog asked Rupert to speak to the Resident Trooper. Rupert said he did get feedback from the Highway Foreman who has been monitoring the issue since the email was received. The Foreman has observed that people are not parking on both sides of the road; he has not seen the parking being an issue with sight lines or traffic at the intersection. This situation will continue to be monitored for a while longer. People do need a place to park. Perhaps signs can be placed on only one side of the road. Rupert will inform Mr. Ansaldi that we will continue to monitor the

situation and seek advice from the Trooper.

Pierog received no objections from the Selectmen to move to Ongoing Business next.

**6. Reports & Updates:**

**A. Subcommittee Reports**

None

**B. Properties and Facilities Report**

None

**C. Open Space Management & Acquisition**

None

**D. FY 21 Budget Report**

Pierog said we are currently where we should be with expenditures. There is \$1.8 mill. unspent in funds and it is anticipated that most of that will be spent in May and June. The BOS had committed to return \$175k to the BOF from unspent funds. After tonight there is another \$125k that could be returned.

Pierog is looking for consensus and agreement from the Selectmen that we can commit the additional \$125k to the BOF.

Pierog received consensus from the BOS to commit returning \$300k to the BOF. Eremita agreed barring unforeseen emergencies. Pierog said there was such an emergency with Enrico Road last year. The committed funds were returned to the BOF with the understanding that the BOS would be asking for funds for the emergency at the beginning of the new fiscal year. Eremita expressed concern that we are not leaving ourselves with a cushion. Pierog said we can always return more and will if planned expenditures do not occur. Pierog will make sure the BOF understands the concerns stated.

**Motion:** I move to allow the First Selectman and the Interim Town Administrator to approve expenditures of less than \$5k, to be reported to the BOS at the next meeting, until the end of the fiscal year.

By: Eremita

Seconded: Morra

Discussion: Eremita said this has historically been done to allow the Town to run properly and smoothly toward the end of a fiscal year.

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

**7. Ongoing Business**

**A. Approval of 2021 Greenbank Agreement (Re-authorization)**

It is the reauthorization with CT Greenbank that allows businesses to get loans for solar installations; the town bills the interest on an annual basis with an amount given to us by Greenbank. Marcus Communications took advantage to put solar on the tower site on Box Mountain.

**Motion:** I move to approve reauthorizing this agreement with Connecticut Greenbank.

By: Morra

Seconded: Miller

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

### **B. Employee Separation Fund Transfer**

Pierog said this is part of the proposed transfers for this evening on lines 23 & 26 of the Excel spreadsheet. This is to increase the separation fund to cover an imminent retirement. Morra said this is done on an annual basis. We have many loyal, long-term employees with unused sick and vacation time that becomes accrued and must be paid out upon leaving the Town's employment.

**Motion:** I move that the Board of Selectmen approve this transfer.

By: Morra

Seconded: Miller

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

### **C. Return of Unspent Funds from FY 2021**

This was done by consensus above.

### **D. Approval of 300<sup>th</sup> Fireworks with Hebron**

Pam Sawyer was present representing the 300<sup>th</sup> Anniversary Committee to ask for the approval of the fireworks expenditure for the 300+1 Anniversary to be held at the Hebron Lions Fairground on June 6<sup>th</sup>. Bolton's own, Still Picking, will be providing music. Food trucks will be present. The Committee would like to expend the funds for some outdoor fun. Morra said this activity was budgeted at \$10k; \$7,500 for the fireworks and the remaining for the copays for police and incidentals. Sawyer said this is the same amount of money planned for last year; the costs have not increased. She continued saying the bounce houses will not be part of the celebration. All activities will be outdoors. Pierog said the money is set aside in the anniversary fund.

**Motion:** I move to approve this expenditure.

By: Morra

Seconded: Eremita

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None  
 Abstain: None

Sawyer would like the BOS to consider providing an answer for the next meeting on what the plan is for opening Town facilities so other anniversary activities can move forward. Is there a possible opening date? Pierog said we have not reached that conclusion yet. The Emergency Management Committee continues to meet on a weekly basis. There were five new cases of COVID-19 in town this past weekend. The spread is increasing which we are watching.

**E. Consider and possibly act on Budget Transfers and/or Appropriation Requests**  
 Pierog explained the transfers. The rationale for the Library is stated incorrectly. This transfer is being asked for to cover the retirement of a part-timer without dipping into the Separation Fund.

**Proposed FY 2021 Transfers - May 4, 2021**

\$ 997.13	To	Admin. - Other payroll	From	Admin. - Regular Payroll	<i>Rationale: to cover underbudgeted other payrolls</i>
\$ 201.21	To	Town Clerk - Regular Payroll	From	Town Clerk - Other Contracts	<i>Rationale: to cover time worked over 35 hours a week by Asst. Town Clerk</i>
\$ 30,000.00	To	Library - Other Payroll	From	Library - Regular Payroll	<i>Rationale: to cover the payroll of new part time employee in the library. Previous person was paid out of regular payroll line.</i>
\$ 212.92	To	Emerg. Mgmt. - Payroll	From	Emerg. Mgmt. - Other Supplies	<i>Rationale: to cover the increase in the emergency management's pay. The position is 14% of the salary.</i>
\$ 13,000.00	To	Admin. - Equipment	From	Admin. - Prof./Tech Seives	<i>Rationale: This is for the purchase of a new server</i>
\$ 18,000.00	To	Capital Improvement - Trailer	From	Admin. - Prof./Tech Seives	<i>Rationale: The Fire Commission wishes purchase a 20' + 30" V 9,990 lb GVWR trailer that will be able to help them cut down on the total amount of space needed for an expansion to the Firehouse</i>
\$ 40,000.00	To	Separation Fund	From	Admin. - Prof./Tech Seives	<i>Rationale: to cover the yearly planned contribution into the separation fund.</i>
\$ 35,000.00	To	Separation Fund	From	Highway - Regular Payroll	<i>Rationale: to cover the yearly planned contribution into the separation fund.</i>
\$ 4,400.00	To	Admin. - Furniture/Fixtures	From	Admin. -Property	<i>Rationale: to purchase new office furniture for Town Clerk's office</i>
\$ 1,000.00	To	Admin. - Equipment	From	Admin. - Advertising	<i>Rationale: for the purchase of an owl for hybrid meetings</i>
\$ 500.00	To	Admin. - Equipment	From	Admin. - Advertising	<i>Rationale: to purchase a wall mountable touch screen that will run the new Senior Center software. Visitors will use it for checking in for various programs and it will interact with the database that staff is currently using.</i>
\$ 46,000.00	To	Highway - Road Repair	From	Highway - Salt and Sand	<i>Rationale: to cover the additional cost for the road repair of Hebron Road and a flagger because of the limited amount of current staff.</i>
\$ 3,000.00	To	Fire Commission - Equipment	From	Fire Commission -Repair & Malnt. Supplies	<i>Rationale: To cover the purchase of flashlights, hand tools, Salvage covers, Rescue Rope, Radio batteries, Portable radio mics, and hose reels.</i>
\$ 1,000.00	To	Fire Commission - Other Supplies	From	Fire Commission - Other Professional Services	<i>Rationale: to cover the cost of water and FF awards</i>
\$ 5,000.00	To	Fire Commission - Uniforms	From	Fire Commission - Communication	<i>Rationale: to purchase firefighters turnout gear, safety vests, helmets and boots</i>
\$ 600.00	To	Fire Commission - Office Supplies	From	Fire Commission - Other Prof. Services	<i>Rationale: to cover the cost of copy paper, stationary, computer monitor and EGC tuner</i>
\$ 4,563.89	To	Building & Land Use -Prof./Tech Services	From	Building & Land Use - Other Payroll	<i>Rationale: to cover the cost of additional hours needed for the Consulting Director of Community Development because of staff changes</i>
\$ 17,500.00	To	Building & Land Use -Prof./Tech Services	From	Building & Land Use -Regular Payroll	<i>Rationale: to cover the cost of additional hours needed for the Consulting Director of Community Development</i>

**Motion:** I move to approve these transfers.

By: DePietro

Seconded: Morra

Discussion: Pierog said she is in favor of all of the transfers except for Capital Improvement - Trailer because it appeared without prior notice. This item has not been considered by the voters or the Capital Improvement Committee. Morra said having the trailer will relieve the spacing issue in the fire house. There is a long-term plan for an addition to the fire station. This will satisfy a critical need for the short-term. Morra agrees it should have been brought forward within the established process, but the need is present. Pierog said she has had communication from the Chair of the Fire Commission that the department intends to retain the current command vehicle in addition to the vehicle that will be joining the fleet soon. This will be one extra vehicle to be housed. And the Commission further intends to retain the ET334 when a new truck is obtained. The station will be totally out of space in very short order. If anything, this is for the very short-term. Morra said the Public Safety subcommittee should discuss all of the issues that are stated in the letter from the Chair. K. Miller took a mini tour of the fire house to get a visual image. This trailer does seem like an inexpensive viable solution to the space problem. The fire department, which is more about emergency services than fires, does so much to support the town. DePietro said he respects Pierog's position about going through the proper procedure but he does agree with K. Miller with the visual inspection of the fire station. It is a temporary solution until we figure out the long-term solution.

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

Pierog said she voted yes because of Morra's, DePietro's, and Miller's view that this is a temporary solution until we get to a long-term one. This should not be viewed as a free pass to future expenditures the Fire Department expects the BOS to fund. Pierog expects the established procedures to be followed. If the department has a request for a capital item put it in the five-year plan even if it decides it is something the Town cannot afford at the present so it is not a surprise to the voters, BOS, or the Capital Plan Committee. Eremita said the Town Administrator approached the Fire Department asking if there are any items it wishes to purchase as there are some funds left over this year. The department gave an answer to that inquiry; we did not try to circumvent the process. Eremita recommends that the Town Administrator not make that type of statement to Staff in the future. Pierog said this has been addressed and future comments will have a cost limit.

#### **F. Other**

None

#### **G. Other**

None

### **8. New Business:**

**Consider and possibly act on the following:**

#### **A. Set Location of 2021 Budget Referendum**

Pierog said there is a letter in packet from both Registrars asking the BOS to set the location of the May referendum at St. Maurice Parish Center. The space meets the

pandemic safety guidance. Pierog did receive a comment from a resident asking if it is possible to cover any religious items that may be visible during the event. Bernice said she can check on that but does not think there are religious items in the Center's main space.

**Motion:** I move to set the location of the 2021 budget referendum at St. Maurice Parish Center.

By: Morra

Seconded: DePietro

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

**B. Call and Resolutions for Annual Town Meeting**

Pierog said the Annual Report is currently at the printer.

**TOWN OF BOLTON  
CALL FOR ANNUAL TOWN MEETING  
THURSDAY, MAY 20, 2021 – 7:00 P.M. (VIRTUAL)**

The legal voters of the Town of Bolton are hereby warned and notified to meet in the Annual Town Meeting to be held virtually via zoom Thursday, May 20, 2021 at 7:00 P.M. for the following purposes:

1. To hear annual reports from each town Commission, Board, Agency and Office.
2. To discuss the proposed annual budget for the Town of Bolton.
3. To authorize the Board of Selectmen and the Treasurer of the Town of Bolton, when the annual budget is adopted, to borrow on specific accounts, or otherwise, such sums of money from time to time, and at such time or times as may be necessary to meet the expenses and obligations of said Town of Bolton for the fiscal year 2021-2022 in an amount not exceeding the appropriations authorized herein.
4. To consider and act upon the five (5) year capital improvement plans as presented by the Board of Selectmen and Board of Education in the annual budget document.
5. The unauthorizing of the authorized but unissued debt for projects in the Official Bond Statements.

Dated at Bolton, Connecticut, this 4<sup>th</sup> day of May 2021.

Bolton Board of Selectmen

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Sandra W. Pierog

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Kimberly A. Miller

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Michael W. Eremita

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Robert R. Morra

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Robert DePietro

Item #1

**RESOLVED:** That the Annual Reports for each Board, Commission, Agency and Office be accepted as printed in the "Annual Report of the Town of Bolton," for the year ending June 30, 2020, as published by the Board of Finance and filed with the Town Clerk.

Item #2

**RESOLVED:** (Item for discussion only, no motion required.)

Item #3

**RESOLVED:** That the Board of Selectmen and the Treasurer of the Town of Bolton be authorized to borrow on specific accounts, or otherwise, such sums of money from time to time, and at such times as may be necessary to meet the expenses and obligations of said Town of Bolton for the fiscal year 2021-2022, in an amount not exceeding the appropriations authorized herein.

Item #4

**RESOLVED:** That the five (5) year capital improvement plans be accepted as presented by the Board of Selectmen and Board of Education in the annual budget document.

Item #5

**RESOLVED:** That the unauthorizing of the authorized but unissued debt be accepted as presented by the Board of Selectmen in the Official Bond Statements for the following projects:

<b>Projects</b>	<b>Amount</b>
Board of Education Facilities Improvements	\$ 1,860.00
Town Facilities Improvements	\$ 9,386.00
Aerial Fire Truck	\$ 10,850.00
Center Road Property Acquisitions	\$ 10,000.00
High School Project	\$ 70,024.00
Tanker Fire Truck and Related Equipment Acquisition	<u>\$ 41,000.00</u>
	\$ 643,120.00

Pierog said pertaining to item #5 that as long as the Town continues to leave this borrowing as authorized it reflects on our credit report. We can't borrow on these completed projects. The unauthorizing will fix our credit report.

**Motion:** I move to approve the call and resolutions as presented.

By: Morra

Seconded: Miller



Voting:

For: Pierog, Morra, Miller, Eremita, DePietro

Against: None

Abstain: None

**C. Set Meeting Date for Annual Town Meeting**

The Annual Town Meeting will be held on May 20, 2021 as a virtual meeting.

**Motion:** I move set the meeting date for the virtual Annual Town Meeting for May 20, 2021:

By: Pierog

Seconded: Miller

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

**D. Approval of Fireworks with Town of Hebron for 300<sup>th</sup> Anniversary**

See above for the action taken on this item.

**E. Appointment of EHHD Board of Directors**

Pierog said Josh Kelly was the representative before he left and she asked if Jim Rupert is willing to take on that position. Rupert replied in the affirmative.

**Motion:** I move to appoint Jim Rupert as Bolton's representative to the EHHD Board of Directors.

By: Morra

Seconded: Miller

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

**F. Building Safety Month Declaration**

Rupert said we've done this for a few years now. The International Code Council sets the model codes. These are widely recognized across the world. The ICC has asked building officials across the state to declare May as Building Safety Month. Rupert will follow the declaration by the BOS up on the Bolton Bulletin to explain why the month is declared as such and the ICC codes are used to create a safer community.

**Motion:** I move to declare May as Building Safety Month.

By: Eremita

Seconded: DePietro

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

9. **First Selectman's Report:**

**A. Update on Board of Finance Actions on Budget**

Pierog said the BOF has reduced the BOS' budget by \$30k in anticipation of the savings on health insurance. We did get the final numbers from the State Partnership plan and the premiums are slightly less than anticipated. There will be \$30k in savings and possibly more. Open enrollment begins May 10<sup>th</sup> and will continue for two weeks for Town staff and BOE staff. The individual employee contributions differ between the BOE and Town proper. The premiums on the State plan are the same no matter where employees are staffed. The BOF will meet on Thursday night to finalize the budget.

**B. COVID-19**

Pierog said the Emergency Management Committee meets weekly. The planning is to have all Town employees returning to town offices on June 7<sup>th</sup>. Anyone with concerns should reach out to Jim Rupert. Concerns will be addressed on an individual basis. We've had 281 cumulative cases; 160 have happened in 2021 which is almost two new cases per day. Working with a State population number of 4,484 Bolton residents not quite 50% have had one vaccine shot; 42% have received two shots.

**C. Other**

Pierog said the Planning & Zoning Commission is meeting tomorrow night. There are several proposals on their agenda. One is the Mobil station and car wash being completely razed with a rebuild of a new building and relocation of the pumps. Second, there is a proposal for a retail office development on the property that abuts the Bolton Dental office.

Eremita said he wants to toss out an idea for the BOS to think about. The Town pays a lot of money to maintain a small staff at the old school. In the vein of shared services that we are trying to do town-wide for consolidation and to be more efficient he would like to discuss combining the finance directors of the Town and the BOE. Our town budget of \$20 mill. is a fairly small budget. The Town side is about \$6 mill. with the BOE taking the remaining amount which is a 30/70 split. Eremita feels the BOE Finance Director could take on the Town's finances. Support staff could be moved to the BOE and the costs of maintaining staff at the old school would be eliminated. The building could be razed immediately. Pierog said the Shared Services subcommittee has not been able to meet since January 2020 with COVID-19 efforts taking up our time. The subcommittee meetings will probably not start again for some time. She does not see that building opening any time soon as it does not have the air handling needed for safe use. The Superintendent has said there is no space for additional staff at the BOE Administration building. The Prestredo property is not a suitable building for Town staff because we would not be able to cordon off access from the Resident Trooper's office.

10. **Administrative Officer's Report:**

**A. Update on Employee Health Benefit Change**

Rupert said Pierog provided some input on this item above. Staff is working hard to make the change happen successfully. There are many moving pieces when changing insurance companies. We did get 100% buy in from the unions. Rupert feels the staff will be appreciative of the new insurance plan as the coverage and benefits are very robust.

**B. Administrator's Transition**

Rupert said he is transitioning into the role with his focus being the new role in the Selectmen's office. Randy's and Danielle's hours are being increased in the Land Use office. Pierog has been incredibly patient and helpful. Morra said he appreciates the Administrative office sending out information. Pierog agrees that things are going in the right direction.

**C. Other**

None

**11. Executive Session: Supervisor's Contract Negotiations**

**Motion:** I move that the Board of Selectman enter Executive Session to discuss Supervisor's Contract Negotiations with Jim Rupert, Interim Town Administrator, in attendance.

By: Morra

Seconded: Miller

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

The Board entered Executive Session at 8:31 p.m.

The Board exited Executive Session at 8:59 p.m.

**12. Adjournment:**

**Motion:** I move for meeting adjournment at 8:59 p.m.

By: Morra

Seconded: DePietro

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

Respectfully Submitted,

Yvonne B. Filip

Yvonne B. Filip, Board of Selectmen Recording Secretary

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



# Town of Bolton

222 BOLTON CENTER ROAD • BOLTON, CT 06043

**BOARD OF SELECTMEN  
MONDAY, MAY 10, 2021- 6 P.M. VIRTUAL  
SPECIAL MEETING  
MINUTES**

The Board of Selectmen held a Special meeting on May 10, 2021 virtually by zoom with First Selectman Sandra Pierog presiding. Also in attendance were Selectmen: Robert Morra, Kimberly Miller, Robert DePietro and Mike Eremita. Members of the public included: Fire Chief Bruce Dixon, Chip White, BVFD Chairman John Morianos, Bernice Dixon and Board of Finance Chair Emily Bradley.

**1. Call to Order**

Sandra Pierog called the meeting to order at 6:07 p.m.

**2. Consider and Possibly Act on Approval of Budget Process Extension in Accordance with Governor's Executive Order 10 E.**

Sandra Pierog stated the extension of the budget approval process is in accordance with the Governor's Executive Order 10E; which allows the Board of Selectmen to act by extending the budget approval process beyond the date our charter gives which is May 20, 2021.

**Motion:** I move that the Board of Selectman extend the budget approval process.

By: Bob Morra

Seconded: Kim Miller

Discussion: Kim Miller asked if the only negative to extending the budget approval process was that we can't do the absentee balloting. Sandra Pierog stated the only negative she's aware of at this point is that it's possible, not probable, but possible that we will not be able to use the no excuse absentee balloting which expires May 19, 2021.

Bob Morra said it means this will be done as it has been done in the past. If you're out of town you can get an absentee ballot as you normally had. Most of our voters are accustomed to that and it's not going to be a big issue. Sandra Pierog then stated that she believes some people who are extremely cautious about being in crowds and groups may have a problem; but it's the Town Clerk's decision whether or not she thinks your excuse is valid.

Bruce Dixon then stated there were a number of people including the Registrar of Voters that could not access this meeting with the given zoom information on the agenda. Jim Rupert, Kim Miller, Bruce Dixon and Sandra Pierog all passed the correct information to those in need and they were admitted to the meeting.

Before the zoom issue a motion was put on the floor to extend the budget process Time.

Voting:

For: Pierog, Morra, DePietro, Miller, Eremita

Against: None

Abstain: None

**3. Consider and Possibly Act on Setting a New Date for the Budget Referendum.**

Sandra Pierog reported that the dates of June 8 and June 9, 2021 originally selected for the budget referendum needed to be changed because the Registrar of Voters have a mandatory training both these days and need time to set up for the referendum.

**Motion:** I move that the Board of Selectmen move the budget referendum date to June 15, 2021 at the same location (St. Maurice Parish) during the same hours (6 a.m. to 8 p.m.).

By: Bob Morra

Seconded: Bob DePietro.

Discussion: Kim Miller asked if the fiscal year starts July 1<sup>st</sup> and the budget doesn't pass how is that going to work.

Sandra Pierog answered that there are several alternatives in several state statutes that we can choose.

1. We can send out the bills and if needed we can then send a supplemental bill.
2. We can hold the bills and then send them out with an extended payment time of 30 days.
3. If the budget fails a certain amount of times then we're stuck with last year's budget. (It is believed this happens after the 4<sup>th</sup> time the budget fails).

**4. Consider and Possibly Act on Funding for Repairs to Engine Tanker 334.**

Bruce Dixon gave an update on ET334. He stated that both John Morianos, Chairman of the Bolton Fire Department and Jim Rupert Administrative Officer were on the call this evening and had been apprised about this situation from the beginning.

Bruce Dixon shared that last Tuesday, May 4, 2021 he received a call at approximately 10-10:15 a.m. from Chip White who was on his way back from Watertown that morning driving ET334 and was broken down on 384 due to an anti-freeze leak. Chip had taken the truck to Watertown for a welding patch to be done to a suction hose (water pump system issue) which the department had found two weeks earlier during a live training exercise in Willimantic. Bruce first asked the town highway department to look at the leak and see if they could patch it and they could not.

On his way to the highway Chief Dixon called for a wrecker from Axle & Spindle out of Manchester. Chip and Bruce assisted Axle & Spindle to get the truck on the wrecker and then it was taken to the main Detroit Allison diesel dealer (now called Stewart & Stevenson) in Middletown. Stewart and Stevenson has been out to do emergency repairs in Bolton to fix other fire department vehicles for us in the past two months.

As of Tuesday all that was known was there was an anti-freeze leak. Bruce Dixon then notified Tolland County dispatch.

Wednesday around 11-11:30 a.m. Bruce spoke with a Stewart & Stevenson mechanic and supervisor who told him the engine had a blown seal. Bruce reported this truck does not have a head gasket it has 24 seals and if a seal breaks the anti-freeze then goes into the engine, valves, cylinders and oil pan and you have a failure of the main bearing.

Chip White, Lance Dimock and Bruce Dixon then had a conversation and started calling around to other engine companies to see what kind of competitive pricing they could find for this engine to be fixed. One dealer stated that he wouldn't touch the engine because it's not manufactured anymore and it's very difficult to find parts.

At 4:35 p.m. on Friday Bruce and Chip White spoke with the Service Manager at Stewart & Stevenson.

They discussed the different options available for fixing this truck.

1. Take our engine block and hone it down and get parts. This is hard as the engine is so old and not manufactured anymore and covid is also affecting things.
2. Another option which the service manager did not elaborate on at the time was brought up and he told us we would probably be happy about if it worked out.

Chief Dixon reported the fire department has looked at moving all the equipment off of ET334 onto other trucks in town. An emergency operations meeting was held with the entire fire department regarding moving equipment around on trucks and response from different apparatus. Bruce has also reached out to other fire chiefs and a manufacturer in the area to see if there are any spare or loner trucks that Bolton can use but there are none available. Waiting on one other call back from one other municipality and waiting to hear within a week if there is a chance for a rental.

Chief Dixon's conversation with the service manager Friday afternoon revealed that it would cost just under \$50,000 to replace the engine in the truck and they believe they can have the engine repaired in 60 days.

Kim Miller clarified that the engine is "dead" and our only options are replacing it with a new engine or rebuilt one. She then stated in our capital plan we are planning on purchasing a new truck. Is it feasible to not fix this truck and do a long term rental until we purchase the new one?

Mike Eremita spoke about a rental truck we had when the tanker was rebuilt and repaired. The previous rental cost \$4,000 per month. If we were to order our new engine on July 1<sup>st</sup> of this year, it would be another 9-12 months before we received it. So, \$4,000 a month for a year puts us at \$48,000 spent with nothing to show at the end of it. He also shared, if we borrow a loner truck we need to be aware that we are also responsible for any repairs and replacement cost for that vehicle. Whereas, if we spend the \$50,000 now to repair the one that just broke down, we'd have a good spare on hand.

Bruce Dixon then mentioned a letter John Morianos sent to the board before ET 334 broke down. In the letter John spoke about potentially keeping the current truck as a spare for the 12-18 months until the new one came in and/or until a major repair was needed. Then they would sell the spare as junk.

Sandra Pierog stated they had received the letter but felt this was a discussion for another time, but she appreciated Mike Eremita's comments on borrowing an engine because the replacement cost if we break it is not something she had thought of.

Bruce Dixon then spoke to a comment Kim Miller made in regards to how long does it take to get a new engine? Bruce stated they were under the impression that on July 1<sup>st</sup> if the new budget had passed with the capital they would then be able to order the new truck. But recently he heard that the new truck would not be able to be ordered until the spring of 2022 due to the bonding issue and asked Sandra Pierog if this was true.

Sandra Pierog stated there were two issues.

1. The current plan of the Board of Selectmen is to include the new truck in a larger bonding issue.
2. A larger bonding issue needs to be approved or even the purchase of the truck needs to be approved because it would include borrowing.

Sandra shared it does require action by the Board of Selectmen, then the Board of Finance, then a town meeting where our residents' have the right to petition that to referendum. All these take time and the cost of borrowing for just the fire truck is almost the same cost as what we would have to bond on the fire truck. The cost of borrowing \$680,000 which is in the capital plan right now approaches the same cost as if we were to borrow \$7 million. Sandra then stated if there's any way possible to repair this truck and increase its life to avoid the bonding cost until we can put a full package together with the new truck, I hope you'll continue moving forward with it.

Bob Morra agreed that putting the \$50,000 in to repair the current truck is good money. As it stands now that truck has virtually no value. This repair will increase the life of the vehicle for at least five years as an effective piece of apparatus, whether we keep this or not, it will serve the town and the department.

Sandra Pierog then asked if this would be a new engine we would be getting or a remanufactured one. Bruce Dixon then clarified it would not be a brand new one but a remanufactured engine; to which Bob Morra still agreed would increase the life and runtime of the vehicle and was worth the cost.

Sandra Pierog then asked a technical question about the remanufactured engine. Her understanding of the existing engine is a two-stroke and they don't make those any more. Will the remanufactured engine be a four stroke then?

Chip White stated the current engine is a 6 speed 92 Detroit with a 4 stroke and it will be replaced with the same. This engine won't be new because it is not made anymore at Detroit because they sold all the tooling to it due to the emissions issue.

Kim Miller then brought up that the Board of Selectmen had just approved a number of purchases the week before at a meeting for approximately \$30 - \$40K; and was this something the board needed to look at now as an option to fund this repair?

Mike Eremita replied that the town was prepared to turn back an additional \$125,000 to the Board of Finance above and beyond what they had guaranteed for next year; but that they also have a rainy day fund; which he believes is the perfect designation for this type of expense. This repair meets the definition of an emergency which is what this fund is for and where he believes the money should come from while the approvals for purchases last week should be left as they were. Mike stated "we did not hide anything at last week's meeting." We knew we had an anti-freeze leak and that's all we knew when we voted last week. We have two options: first, we can use some of the \$125k we were going to turn back to the Board of Finance; which again was over and above what we told them we would give them and has no effect on last week's vote; or second we can use the rainy day fund. I prefer the rainy day fund but will go along with taking it out of fund balance. We should not go back and reverse what we voted to spend last week. That is not necessary because we have the funds.

Kim Miller then stated that she was concerned that this expenditure was at the end of the fiscal year and how would the auditor look at this would this be a problem as to where we take the money from.

Bob Morra replied that what was voted on last meeting was based on where we were at that time as far as turning funds back. Probably if we were very careful we'll have additional funds to turn back. What we really may be talking about is not \$50,000 from the rainy day fund but probably closer to \$20 - \$25k; but Jim Rupert or Sandra Pierog could probably answer that better.

Sandra Pierog brought up that at Thursday's Board of Finance meeting she told the board that \$125,000 had been identified by the fire department to turn back; however we currently have an emergency and don't know how much this repair might cost and can no longer guarantee any of that money. She also put a freeze on non-emergency purchase orders across the town so there would be funds available with just a transfer from the Board of Selectmen on their own so it could be done quickly. Hearing it's only \$50,000 Sandra considered great news. Taking this out of the rainy day fund would require Board of Finance action and town meeting action. If we try to do that this could take a month to get approved; whereas if we take the money out of the \$125,000 we could vote on it tonight and Bruce could call them tomorrow and tell them he has the approval of a certain amount of money and they can get started.

Kim Miller stated it makes sense and we might as well take it out of the \$125,000 because we're going to have to move money and then put money back in the emergency fund anyways. Sandra Pierog agreed.

Mike Eremita voiced two concerns:

1. He's a big proponent of the rainy day fund. This is why it's there.
2. The purchases that are being held up because of this. We all agreed on the necessary purchase of the trailer and that it would solve another problem the fire department is facing. The trailer and all these other purchases are now on hold. We have the money and all these purchases should not be held up because of this. We're not a poor town. This repair is something that needs to be done as well as these other purchases and they should not be held up.



Sandra Pierog stated that once she has the repair estimate the ban on all the purchase orders will come off immediately.

**Motion:** I move that the Board of Selectmen reduce the \$125,000 we had anticipated returning to the town of unexpended funds by \$50,000 and those \$50,000 be utilized for repairs of the ET334.

By: Bob Morra

Seconded: Bob DePietro

Sandra then suggested a friendly amendment that we add a 10% contingency to that amount.

**Motion:** I move that the Board of Selectmen add an amendment adding a 10% contingency to the \$50,000 for repairs of ET334.

By: Bob Morra

Seconded: Bob DePietro

**Motion:** I move that Jim Rupert, Jill Collins and Sandra Pierog be authorized to arrange transfers within the projected surplus to fire department: equipment repairs in the amount not to exceed \$55,000 for repairs to ET 334.

By: Bob Morra

Seconded: Bob DePietro

Discussion:

Bruce Dixon stated he was concerned about the 60 day time frame and that we were about to go into a new fiscal year and the finance department is already giving him problems. Sandra explained the only time this would be a problem is if the contractor did not get us a quote by June 28<sup>th</sup>.

Mike Eremita stated he was originally opposed to funding the repair this way but if Sandra is going to release the hold on the on other purchase he will agree to Bob Morra's motion.

Emily Bradley Board of Finance, Chair spoke to the fact that the Board of Finance met last Thursday when they heard about the repair needed for the fire truck. The Board of Finance requested the budget process be extended to make sure they had all the information they could get as far as how much the fire truck repair was going to cost. Next steps are to take the information from tonight along with the health insurance information and come up with an expenditure number for the referendum. We have not made any decision on what that number is yet.

**Motion:** I move that the Board of Selectmen authorize up to \$55,000 for the repair of ET 334; and that the Administrative Officer, First Selectman and Chief Financial Officer are authorized to do budget transfers from various accounts into the fire department: equipment repairs account.

**Voting:** Unanimous

For: Pierog, Morra, DePietro, Miller, Eremita

Against: None

Abstain: None

Emily Bradley asked if the remaining balance of \$70,000 left over from the \$125,000 would be put towards next year's budget. Sandra Pierog confirmed this.

##### 5. **Adjournment.**

Sandra Pierog adjourned the meeting at 7:05 p.m.

Respectfully submitted,

Kathy McCavanagh

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

FY2021	May 31, 2021	Adopted Budget	Revised Budget	Expense YTD	Balance	Encumbrance	Unexpended	% Expended	FY20	FY19	FY18
Administration	\$ 729,120.00	\$ 669,066.75	\$ 501,717.81	\$ 167,348.94	\$ 44,092.04	\$ 123,256.90	81.58%	75.82%	83.03%	79.58%	
Board of Finance	\$ 2,200.00	\$ 2,200.00	\$ 1,749.60	\$ 450.40	\$ -	\$ 450.40	79.53%	54.23%	60.14%	59.68%	
Financial Administration	\$ 231,238.00	\$ 231,238.00	\$ 202,331.41	\$ 28,906.59	\$ -	\$ 28,906.59	87.50%	85.36%	83.97%	85.36%	
Auditing	\$ 26,500.00	\$ 26,500.00	\$ 20,500.00	\$ 6,000.00	\$ -	\$ 6,000.00	77.36%	92.45%	73.58%	86.96%	
Assessor	\$ 81,034.00	\$ 81,034.00	\$ 70,828.29	\$ 10,205.71	\$ 325.00	\$ 9,880.71	87.81%	87.37%	86.05%	83.65%	
Tax Collector	\$ 84,394.00	\$ 84,394.00	\$ 69,457.90	\$ 14,936.10	\$ 3,070.92	\$ 11,865.18	85.94%	90.81%	88.53%	80.44%	
Fringe Benefits	\$ 974,958.00	\$ 974,958.00	\$ 772,785.19	\$ 202,172.81	\$ -	\$ 202,172.81	79.26%	83.06%	81.49%	89.97%	
Town Clerk	\$ 137,079.00	\$ 137,079.00	\$ 122,317.93	\$ 14,761.07	\$ 650.00	\$ 14,111.07	89.17%	90.10%	90.96%	89.28%	
Land Use	\$ 303,709.00	\$ 303,709.00	\$ 258,804.13	\$ 44,904.87	\$ 4,889.60	\$ 40,015.27	86.82%	91.45%	85.06%	81.17%	
Planning & Zoning	\$ 7,120.00	\$ 7,120.00	\$ 2,161.40	\$ 4,958.60	\$ -	\$ 4,958.60	30.36%	14.28%	23.55%	26.22%	
Zoning Board of Appeals	\$ 1,640.00	\$ 1,640.00	\$ 1,750.00	\$ 1,450.00	\$ -	\$ 1,450.00	10.67%	36.20%	18.97%	34.37%	
Property Insurance	\$ 140,000.00	\$ 140,000.00	\$ 109,645.36	\$ 30,354.64	\$ -	\$ 30,354.64	78.32%	79.16%	83.84%	85.76%	
Probate	\$ 5,786.00	\$ 5,786.00	\$ 5,786.00	\$ -	\$ -	\$ -	100.00%	100.00%	96.67%	99.88%	
Inlands/Wetlands	\$ 2,235.00	\$ 2,235.00	\$ 545.00	\$ 1,690.00	\$ -	\$ 1,690.00	24.38%	36.80%	26.01%	45.32%	
Economic Development	\$ 2,000.00	\$ 2,000.00	\$ 590.00	\$ 1,410.00	\$ -	\$ 1,410.00	29.50%	47.00%	51.25%	28.75%	
Elections	\$ 44,931.00	\$ 44,931.00	\$ 31,763.28	\$ 13,167.72	\$ -	\$ 13,167.72	70.69%	32.03%	58.91%	49.86%	
Parks/Town Building Ops	\$ 798,907.00	\$ 794,907.00	\$ 594,988.56	\$ 199,918.44	\$ 26,156.50	\$ 173,761.94	78.14%	78.76%	86.59%	82.07%	
Police	\$ 404,927.00	\$ 404,927.00	\$ 4,540.44	\$ 400,386.56	\$ -	\$ 400,386.56	1.12%	1.21%	0.56%	0.33%	
Fire Commission	\$ 210,797.00	\$ 250,797.00	\$ 125,301.13	\$ 125,495.87	\$ 83,855.06	\$ 41,640.81	83.40%	89.72%	70.74%	77.11%	
Animal Control	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	\$ -	100.00%	85.71%	85.71%	85.71%	
Fire Marshal	\$ 29,500.00	\$ 29,500.00	\$ 11,694.14	\$ 17,805.86	\$ -	\$ 17,805.86	39.64%	16.40%	25.11%	46.27%	
Emergency Management	\$ 19,293.00	\$ 19,293.00	\$ 14,802.55	\$ 4,490.45	\$ -	\$ 4,490.45	76.72%	0.00%	0.00%	0.00%	
Highways and Streets	\$ 1,028,960.00	\$ 1,028,960.00	\$ 639,345.38	\$ 389,614.62	\$ 256,935.01	\$ 132,679.61	87.11%	81.36%	88.52%	91.33%	
Public Building Commission	\$ 540.00	\$ 540.00	\$ -	\$ 540.00	\$ -	\$ 540.00	0.00%	0.00%	0.00%	0.00%	
Public Health Admin	\$ 30,250.00	\$ 30,250.00	\$ 28,295.64	\$ 1,954.36	\$ -	\$ 1,954.36	93.54%	83.08%	81.36%	81.62%	
Seniors / Social Services	\$ 180,563.00	\$ 180,563.00	\$ 129,618.78	\$ 50,944.22	\$ 880.52	\$ 50,063.70	72.27%	82.59%	86.94%	84.45%	
Library	\$ 292,286.00	\$ 292,286.00	\$ 258,449.63	\$ 33,836.37	\$ 2,686.27	\$ 31,150.10	89.34%	85.68%	87.83%	87.95%	
Conservation	\$ 1,625.00	\$ 1,625.00	\$ 1,240.00	\$ 385.00	\$ -	\$ 385.00	76.31%	76.92%	94.23%	83.81%	
Waste Collection	\$ 510,982.00	\$ 517,035.25	\$ 430,454.56	\$ 86,580.69	\$ -	\$ 86,580.69	83.25%	81.00%	84.68%	84.10%	
<b>Totals</b>	<b>\$ 6,285,574.00</b>	<b>\$ 6,267,574.00</b>	<b>\$ 4,412,889.11</b>	<b>\$ 1,854,684.89</b>	<b>\$ 423,540.92</b>	<b>\$ 1,431,143.97</b>	<b>77.23%</b>	<b>72.93%</b>	<b>80.01%</b>	<b>76.58%</b>	

Criteria for Highlight: Budget is both over 91% expensed (as 11/12 of the fiscal year has passed) and is overexpended compared to all prior three years. Fixed annual costs; including Auditing, Property Insurance, Probate and Animal Control; are exempt from this review process.

TAX COLLECTOR  
4.30.21

	ADOPTED	COLLECTIONS YTD	REFUNDS	RETURNED ON-LINE PYMT	RETURNED CHECKS	Transfers	NET COLLECTION 4.30.21	PERCENTAGE COLLECTED FY 21 BUDGET
<b>CURRENT YR. LEVY</b>	\$ 15,388,282.00	\$ 15,545,278.19	\$ (28,724.37)	\$ (9,763.58)	\$ (16,088.04)	\$ 910.67	\$ 15,491,612.87	100.67%
<b>MOTOR VEHICLE</b>	\$ 1,595,871.00	\$ 1,568,060.84	\$ (11,276.06)	\$ (1,203.88)	\$ (298.83)	\$ (110.58)	\$ 1,555,171.49	97.45%
<b>SUPP. MV LEVY</b>	\$ 175,000.00	176,046.63	\$ (3,368.80)	-	\$ (613.99)	\$ 323.67	\$ 172,387.51	98.51%
<b>SUB TOTAL</b>	\$ 17,159,153.00	\$ 17,289,385.66	\$ (43,369.23)	\$ (10,967.46)	\$ (17,000.86)	\$ 1,123.76	\$ 17,219,171.87	100.35%
<b>PRIOR YEARS</b>	\$ 75,000.00	\$ 92,295.51	\$ (1,273.39)		\$ (1,175.95)	\$ 89,846.17		119.79%
<b>INTEREST &amp; FEES</b>	\$ 50,000.00	\$ 53,781.69	\$ -		\$ 52.19	\$ 53,833.88		107.67%
<b>TOTAL</b>	\$ 17,284,153.00	\$ 17,435,462.86	\$ (44,642.62)	\$ (10,967.46)	\$ (17,000.86)	\$ (0.00)	\$ 17,362,851.92	100.46%

PREVIOUS YEAR CURRENT YR LEVY COLLECTED

7.31.2020	8.31.2020	9.30.2020	10.31.2020	11.30.2020	12.31.2020
74.79%	82.27%	97.69%	100.02%	100.17%	100.32%
1.31.2021	2.28.2021	3.30.2021	4.30.2021	5.31.2021	6.30.2021
100.37%	100.43%	100.49%	100.67%		
7.31.2019	8.31.2019	9.30.2019	10.31.2019	11.30.2019	12.31.2019
92.22%	99.97%	100.53%	100.68%	100.83%	101.31%
1.31.2020	2.29.2020	3.30.2020	4.30.2020	5.31.2020	6.30.2020
101.42%	101.65%	101.85%	100.03%	100.13%	100.18%

**Transfers made between 5/5/21-5/27/21**

\$ 36,000.00	To	Fire Comm.-Fire Security & Maint.	From	Admin. - Off./Admin Services
<b>Rationale: to cover the emergency repair of ET334</b>				
\$ 4,000.00	To	Fire Comm.-Fire Security & Maint.	From	Town Building-Electricity
<b>Rationale: to cover the emergency repair of ET334</b>				
\$ 450.00	To	Refuse Services-Shared Services	From	Refuse Services-Dues & Fees
<b>Rationale: to cover the annual assessment provided by the Town of Mansfield for Mid Northeast Recycling.</b>				
\$ 600.00	To	Admin-Equipment	From	Admin.-Property
<b>Rationale: to cover the purchase of extra tablets for the Fire Dept.</b>				
\$ 900.00	To	Admin. - Equipment	From	Admin.-Advertising
<b>Rationale: to cover the purchase of extra tablets for the Fire Dept.</b>				
\$ 400.00	To	BOF-Office Operating Supplies	From	BOF-Other Payroll
<b>Rationale: to cover more hours for board clerk because of additional needed meetings</b>				
\$ 193.81	To	Library-Prof. Educational Training	From	Library-Office Operating Supplies
<b>Rationale: to cover office supplies and water.</b>				
\$ 2,200.00	To	Fire Comm.-Other Payroll	From	Fire Comm.-Professional Training
<b>Rationale: Materials for CPR Instruction-EMR Class for five member. All done in house.</b>				
\$ 800.00	To	Fire Comm.-Repair & Maint. Supplies	From	Fire Comm.-Fire Security & Maint.
<b>Rationale: to repair speaker mic-batteries and antenna for portable radios and batteries for portable light</b>				