



# Town of Bolton

---

222 BOLTON CENTER ROAD • BOLTON, CT 06043  
TELEPHONE (860) 649-8066 FAX (860) 643-0021

**HUMAN RESOURCES SUBCOMMITTEE  
WEDNESDAY, MARCH 31, 2021  
12:00 P.M. - VIRTUAL  
SPECIAL MEETING MINUTES**

The March 31, 2021 special meeting was called to order at 12:12 PM.

**ROLL CALL**

**MEMBERS PRESENT:** First Selectman Sandra Pierog, Selectman Bob Morra, and Selectman Bob DePietro.

**OTHERS PRESENT:** Administrator Joshua Steele Kelly.

**PUBLIC COMMENT**

None.

**MOTION** by Morra, seconded by DePietro, to enter Executive Session for the purposes of discussing an Administrative Officer's contract and the Supervisor's collective bargaining negotiations, including Kelly in the discussion.

**VOTING IN FAVOR:** Unanimous.

Executive Session was exited at 12:43 PM.

**AGENDA ITEM 4A** – Consideration and possible action on Supervisors' Union Negotiations.

Kelly was directed to make an offer to the Union as decided upon in Executive Session.

**AGENDA ITEM 4B** – Consideration and possible action on the position of Highway Foreman.

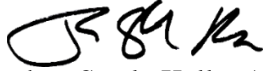
Kelly gave the Board members an update on Jim Butrymovich's review of the draft job descriptions. The group agreed that the next step will be to invite Butrymovich and Lance Dimock to future HR Subcommittee meetings to talk to them about expectations with each transition.

**AGENDA ITEM 4C** – Consideration and possible action on Personnel Policies.

Kelly recommended, as a means of mitigating risk, that the Board adopt the new Personnel Policies as presented and make amendments as they go along rather than continue to operate under policies from 1993. No action was taken.

The meeting adjourned at 12:51 PM.

Respectfully submitted,

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

Joshua Steele Kelly, Administrator

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