

BOARD OF SELECTMEN
TUESDAY, APRIL 5, 2022
REGULAR MEETING AGENDA – 7:00 P.M.
IMMEDIATELY FOLLOWING THE BRANDING COMMITTEE MEETING
Call-In Number: 1-929-205-6099
Meeting ID: 876 6912 7785

1. Call to Order.
2. Public Comment.
3. Approval of Minutes.
 - A. January 18, 2022 – A/P Meeting
 - B. January 25, 2022 – Budget Workshop #3
 - C. January 27, 2022 – Budget Workshop #4
 - D. February 3, 2022 – Budget Workshop #5
 - E. February 16, 2022 – Budget Workshop #7
 - F. February 23, 2022 – Budget Workshop #8
 - G. March 1, 2022 – Regular Meeting
4. Appointments and Resignations.
 - A. Heather Beaulieu – Resignation.
 - B. Tim Johnson – Reappointment to Ethics Commission.
5. Reports & Updates.
 - A. J. Scala – Temporary Building Committee.
 - B. Properties and Facilities Report.
 - a) Perrachio Property Lease to L. Pesce.
 - b) Discussion Regarding Using Bolton Congregational Church for Office Space.
 - c) Silo Roof.
 - C. FY 21 Budget Report.
 - D. Budget Transfers.
6. Ongoing Business:
7. New Business.
 - A. Building Safety Month.
 - B. State and Local Bridge Grant and ARPA Funding.
 - C. Consider and Act on Town Meeting Date and Location on School Funds.
 - D. Consider and Act on Town Budget Meeting Date and Location (Tuesday, April 26, 2022 – Town Hall).
 - E. Consider and Act on Referendum Date and Location.
 - F. Consider and Possibly Act On Beginning Giveback Amount for BOF.
 - G. Consider and Act on Bolton Road Race Date for 2023 – Sunday, March 12, 2023.
 - H. Discussion and Possible Action Regarding Valid Term for Transfer/Recycle Tickets.
 - I. Consider and Possibly Act on Alcohol and Cannabis Ordinance.
8. First Selectman’s Report:
 - A. COVID-19.
 - B. Branding Committee Update.
9. Administrative Officer’s Report:
 - A. Monthly Report.
 - B. LoCIP Grant, Connectivity Grant
 - C. Other.
10. Executive Session: Pending Litigation Regarding 65 Shoddy Mill Road; Foreclosure Action, Zoning and Wetlands Decisions and Actions.
11. Adjournment.

To access the meeting audio in real time, please call 1-929-205-6099 and enter the Meeting ID: 876 6912 7785 Preference for public commenting will be given to pre-registrants. To pre-register for public comment please contact the Media Coordinator at media@boltonct.org or 1-860-649-8066 x6112 and leave your name, number, and address. Audio recordings of each meeting are posted to the Town’s website within seven days following the live event.

BOLTON BOARD OF SELECTMEN
SPECIAL MEETING – A/P
TUESDAY, JANUARY 18, 2022
MINUTES

The Board of Selectmen held a Special Meeting on Tuesday, January 18, 2022 with First Selectman Pam Sawyer presiding. Also in attendance were Selectmen Mike Eremita, Bob DePietro, Adam Teller and Interim Administrative Officer Jim Rupert.

1. Call to Order

The meeting was called to order at 9:00 am.

2. Consider and Act on A/P Report

Discussion: None

Motion: I move the Board of Selectmen approve the A/P report as presented.

By: Adam Teller

Seconded: M. Eremita

Voting

For: A. Teller, M. Eremita, P. Sawyer

Against: None

Abstain: None

3. Consider and Act on the FEMA Grant for the Fire Department

Discussion:

Motion: I move the Board of Selectmen approve the application for the FEMA grant for the Fire Department. \$95,000 with a match from the Town of \$5,000.

By: M. Eremita

Seconded: A. Teller

Voting

For: M. Eremita, A. Teller, P. Sawyer

Against: None

Abstain: None

4. Adjournment.

P. Sawyer adjourned the meeting at 9:03 a.m.

Respectfully Submitted,
Kathy McCavanagh

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

**BOARD OF SELECTMEN
BUDGET WORKSHOP
JANUARY 25, 2022 MINUTES**

The Board of Selectmen held a Budget Workshop on January 25, 2022 with First Selectman Pam Sawyer presiding. Also in attendance were Selectmen: Mike Eremita, Bob DePietro, Adam Teller, Board of Finance Chair Emily A. Bradley, Board of Finance Member Kristin Gourley, Interim Administrative Officer Jim Rupert, Highway Foreman Lance Dimock, and Town Clerk, Elizabeth Waters.

1. Call to Order

Sawyer called the meeting to order at 7:04 p.m.

2. Discussion on FY23 Budget

Highway:

Lance Dimock spoke regarding the Highway budget, and stated budget doesn't increase that much. Salt, repairs up 15% price-wise, labor up 2.5 – 2.75%, fuel up 40-50%, buying on floating market due to unknown with schools – last year had to pay penalty because busses weren't running.

Eremita asked if we ever used buying co-ops for fuel, HGC or Sourcewell – they have a fuel division?

Dimock stated he has not heard of them; that we normally we buy thru CRCOG.

Eremita stated there is time between now and the time we purchase, and that it might be worthwhile to check into it. There is a 25% discount on CET purchase, and it might be worthwhile to examine it especially since they have a fuel division.

Dimock stated our quantities are in for CROC as of 2 days ago, as this is time of year we do it. Doesn't know enough about CROCG or other companies to know if whether backing out is appropriate or not. Will be decided probably in a couple of weeks

Rupert stated Lance and Gary are working on it with the BOE and John Butrymovich. Rupert can make some phone calls for a good comparative moving forward, and we can ask if that goes for salt, as well.

Dimock stated salt is different. It a state DOT bid; the State shut down New London and now there is only 1 supplier in whole state.

Teller asked if we are using more sand and salt, or is what we are using has just gone up in price, and stated it has doubled since 2 years ago.

Dimock stated prices are steady and usage has to do with amount of storms and conditions, and temperatures make a difference; we use straight salt with no chemical additives due to damages to wells and vehicles, etc.; but are not using more per mile in a storm.

Rupert stated it is difficult to budget. Historically, the Town budgeted for a little stronger than average to ensure we there was enough in the budget.

Dimock stated historically, we would budget for 800 tons, and tries to budget for 1000 tons for heavy years. Last year, it was 500 tons, and the year before was under 400 (buying minimum) – it varies.

Eremita asks if it is locked in when budgeting for 1000 tons.

Dimock stated you only list your intended use, and that means you have to take half of that. If you don't use the half, they may forgive it, or you buy out at percentage price.

Eremita asked if we are able to stockpile?

Dimock stated the storage shed starts full, and ends full both ends of the year. It is required that we hold half of our intended use. Our storage shed holds 200 tons, we stuff it with 240-250 tons. We really need twice the storage - which is what the state requires - twice of what we have now. All towns are supposed to.

Teller asks Rupert if the OT budget is 15% of regular payroll and how does it compare to other towns and what drives OT?

Rupert stated it is for mostly storms - some of which winter, others are hurricanes, tropical storms, call-outs for random downed trees, state police requests for barricades, and it is uncertain how that compares to other town but can reach out to partner towns and ask.

Dimock stated they set that figure years ago. They had gone over a couple of winters, a couple of fiscal years but mostly that is one that usually sends money back. You just never know what it's going to be until you get through winter.

Teller asks if it impact pension calculations?

Dimock stated that no, pension is on base pay only.

Eremita asks if vacation is allowed in winter and how that impacts OT in winter?

Dimock stated it is allowed and that we have a couple of CDL drivers in Parks and one will move over if needed. Covid impacted them this year and both departments are a little short but we usually move someone over for a storm and that's the way it is normally handled. They always had a couple thousand cushion in part time, in case someone needed to be hired.

Rupert reiterated it is just for part time assistance.

Dimock stated they haven't used it, and Josh took it out a year ago. However, Covid could affect the entire staff and that is not a lot of money - it might cover one storm.

Eremita stated that would have to transfer money

Dimock stated there are no drivers. The State can't get drivers, it is not simple.

Sawyer asks about the tree trimming number \$50k to \$75k.

Dimock stated they haven't done much selective cutting. 95% is emerald ash borer and gypsy moth. He has a truck one week per month, sometimes 2 per month just under \$1000 per day.

Eremita asked how many trees are expected to be taken down in the next year.

Dimock stated thousands need to come down. Emerald ash borer hasn't infected the whole town yet, but there is a large infection of gypsy moth. On Lyman Rd alone, \$10-15 k was spent, and the power company spent double or triple that.

Sawyer asked if the town works hand in hand with power company?

Dimock state he does, with an estimator. They're out of this town completely now, and they have 20-30 trees marked for us to take down. They handle side of road with wires, and the town handles side of road with no wires

Sawyer asked if we hire tree people?

Dimock stated \$75,000 gets 75 days with a tree truck from Asplundh off of the state bid. It is not a town crew – the town can't do elevated trimming as we don't have a bucket truck. The town used to use a loader but OSHA put a stop to that 8 -10 years ago

Sawyer asked to address catch basin cleaning.

Dimock stated next year will be very tight, as there is not enough money in there. There are 850 catch basins, and they normally clean half plus all those that drain into lake. That price for this year went from \$22 to \$25 a basin – right at 15% again. And there is only 1 bidder this year; others aren't doing it anymore.

Sawyer asked to go back to tree trimming and if there are any grants from the power company?

Dimock stated none that he knew of but that he had gotten some from them if their budget - if they do work and do x # of miles, and they're low, we can use their leftover money.

DePietro confirms that Dimock works on the basins himself.

Dimock confirms he does rebuilding and repair, but the basin cleaning is a vacuum truck that cleans and hauls the debris away. The # of basins is down because we're using a lot less sand. Half of the streets are done one year, half the next year. They also spend a day or two checking because if construction is going on, some may get full.

DePietro asked if we had a lot of FT staff in the highway dept., we would have less OT?

Dimock stated that no - we can handle the vehicles we have, and that OT would be after-hours for storm coverage.

Rupert stated the department is staffed 8 hours a day, 5 days a week and OT covers what happens outside of those hours and on weekends, and that Dimock and John Butrymovich are good about sharing staff if they are short staffed.

Town Clerk

Waters stated the budget is straightforward with the usual increases for payroll through union contracts, and other contracts, and a little is budgeted for the codification project. There is one increase in one program for dog licensing. The codification is for the Town Ordinances, Zoning Regulations and Charter. The company we are using is General Code and it started a couple years ago. They have done a lot of work as far as reviewing with their attorneys and put it into a structured form – we will have some of it in books in the office, and part will be online which will make it easier to search for things approved and added throughout the years. They will also ensure the ordinances don't conflict with anything in the charter and/or state statutes. Patrice is working on the zoning regulations which is not completely finished but once that is done, then the rest will be done. The process of review is taking some time. There are 2 last payments left - \$1978 - and that is floating back and forth in/out of budget. Not sure if final process will be done by June, and it may go into next fiscal year – so we need that money there.

DePietro mentions a typo of "personnel."

Rupert stated the unaudited actual expenses for Professional & Education services - only \$245 was spent in the 2021 fiscal year but \$1700 was budgeted in the upcoming fiscal year – it was a direct result of COVID – they couldn't go to many venues or training. That funding is flat request in hopes they'll be able to return to classes and meetings.

Eremita asked if we can prepay that last payment on the contract so it's not looming next year if we have it in budget?

Water stated she can look into that and will ask Claudia at General Code.

Sawyer asked about any preservation projects?

Waters stated right now they are still in the Historic Preservation grant and the next cycle starts in April - \$5,500 for that next grant cycle. This year's grant is expensed for minute's books, imaging, and labeling books (year, title/commission). Another part was used for cabinetry for extra space in the vault, but they had issues with the cabinet doors and supply chain issues, and hopefully will be finished by June. For next year's grant, there is some stuff they may do with vital records and index books that need permanent labels – currently they have stick-on labels that are peeling.

DePietro stated the Temporary Building Committee is moving quickly and if the town hall moves forward, we have to be prepared for storage, moving, records, etc.

Waters stated if a new town hall goes forth, we will have to talk with the CT State library regarding construction of the vault, as that is under their jurisdiction and they have very strict regulations about that. Regarding the Education budget – COVID caused issues and things came to a halt. We are the hosting county so we are preparing for the fall. We will just do normal county meetings which comes out of that budget. Will have meetings pretty much every month because we are the hosting county.

Other:

Thursday night:

Sending agenda tomorrow, adding Recreation Dept [Stephanie Crane] budget. Eremita has another meeting scheduled that evening but will try to do both, and further states the Grant that was voted on last week went out on time.

Sawyer: Meeting Adjourned 7:49 p.m.

Respectfully submitted,

Danielle Palazzini

Danielle Palazzini
Land Use Secretary

PLEASE SEE THE MINUTES OF SUBSEQUENT MEETINGS FOR THE APPROVAL OF THESE MINUTES AND ANY CORRECTIONS HERETO

**BOARD OF SELECTMEN
BUDGET WORKSHOP
JANUARY 27, 2022 MINUTES**

The Board of Selectmen held a Budget Workshop on January 25, 2022 with First Selectman Pam Sawyer presiding. Also in attendance were Selectmen: Mike Eremita, Robert Morra, Bob DePietro, Adam Teller, Interim Officer Jim Rupert, Interim Recreation Director Stephanie Crane, Conservation Commission Vice Chair C. Peter VanDine, Planning & Zoning Commission Chair Thomas Manning, Registrar of Voters Bernice Dixon (R) and James Dwire (D).

1. Call to Order

Meeting begins at 7:03 p.m.

2. Discussion on FY23 Budget

Recreation:

Crane budgeted for payroll, line items for camp, basketball, after school programs, recess, spring-break, adult programs, Indian Notch Park and community programming. Two big changes are for Payroll and Indian Notch. Minimum wage is increasing to \$14/hour, so the "Other Payroll" sections & line items have increased a little bit, and will again in the 23-24 year, due to minimum wage rising to \$15/hour. Will start losing money at Indian Notch Park due to wage increases since season passes and gate fees have already been set. Passes and fees have been same for many years, and to avoid a loss, Crane presents a spreadsheet showing 2 different proposals to raise those fees: 1) increase fees for all, which raises revenue to \$32,275 or 2) increase fees for non-residents, which increases revenue to \$37,025.

Morra states we would have to use the first plan due to federal funds we accepted for the park, so we would be limited as to how much more we can charge a non-resident. The rate is a moderate increase. The current rate has been kept for 8, 9, 10 years.

Eremita is concerned with what we can actually charge because we took federal funds. Crane will look into it. Morra believes it cannot be greater than 3 times. Rupert states research will be done and information obtained on this prior to it being put on the Agenda for consideration.

Sawyer asked if supplies will increase significantly and Crane stated there are general increases; overall with inflation, all fees have increased a bit to continue to cover what is budgeted for supplies, and she did overestimate for supplies than what may actually be needed.

Review Board/Commissions

Van Dine stated things pretty much the same. There is a \$300 increase in professional and education services. They have been billing the bio-assessments of invertebrates – small animals that live in the brooks – for about 20 years and temperature monitoring of the brooks. They have seen a decrease in the health of French brook and initiated conversation with the Salmon River group regarding water that drains out of Bolton into their system, and would like their monitoring programs to coincide with each other. They would like to have an account with Phoenix Labs for chemical analysis – so it a program that might increase. Activities are financed through the activities fund which is through the creation and sale of their annual calendar.

Morra suggests that it may have to go under another town category rather than their professional & education services - maybe coordinated through the building department. Van Dine suggests the public works dept. as well.

Elections:

Dixon stated the district has been split into two districts which resulted in an increased budget.

Sawyer noted 2020 Professional training expenditures were \$590, in 2021 appropriated for \$5339, and this request is for \$2940.

Dixon stated there is a spring conference, fall conference, moderator training, and they may have some more depending on what other training required for deputies. In this past year, they had more expenses because there were 4 referendums, an audit, and the re-districting and training is involved with all of this.

Contracts have doubled \$700 to \$1500 as more machines are needed at polling places. Have some on loan but will have to return those. There is an increase of \$25 per machine for annual maintenance fees.

DePietro asked about the large rise in payroll. Dixon stated that is due to the need for twice as many poll workers, and substitute workers - due to the 2 districts, they will have 2 polling places.

Morra asked if the State will provide additional funds due to the split? Dixon is not aware of any additional funds.

Assessors:

Rupert stated the "Other Payroll" line item decreased to zero, and the Payroll line item has increased. Those funds moved from "Other" to "Payroll" in accordance with the Uniform Charter of Accounts. "Other" would be used for part-time employees. Helen believed because she is part time, in a sense, that she belonged in that particular line item but that is not the case. A revision date is noted on the budget document.

Planning & Zoning Commission:

Tom Manning stated the budget is driven by ongoing enforcement actions, an increase in training due to new legislation that requires training; and anticipated applications and the needs for mailing to abutters and advertisements for public hearings. There has been an increase in applications and they are anticipating more.

Teller stated P&Z has ability to assess fees onto applicants for engineering and other, so the revenue goes up with applications – it's self-regulating

Inland Wetlands Commission:

Sawyer states the request is for \$2235.

Rupert states it is the same as last year. The Commission feels it is appropriately funded with the same numbers as last year.

Adam assumes the "Other Payroll" line item is for board clerks, and asks if the number of hearings over the years has stayed flat or is it likely to go up?

Rupert foresees a couple applications that may require public hearings but the Commission does as much administratively as possible.

Future workshops sessions will look at 5 years of past history to build budget books for each Selectman so documentation can be referred to such as underfunded or overfunded line items, and what can be increased or decreased.

Morra: Motion to adjourn. Eremita seconded the motion.

Meeting adjourned 7:38 p.m.

Respectfully submitted,

Danielle Palazzini

Danielle Palazzini
Land Use Secretary

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**BOARD OF SELECTMEN
BUDGET WORKSHOP
THURSDAY, FEBRUARY 3, 2022
MINUTES**

The Board of Selectmen held a Budget workshop on Thursday, February 3, 2022 with Vice Chair Robert Morra presiding; Selectmen Mike Eremita, Robert DePietro, Adam Teller and Interim Administrative Officer Jim Rupert, Finance Director Jill Collins and Board of Finance Chair Emily Bradley were all present.

1. Call to Order.

R. Morra called the meeting to order at 7:00 p.m.

2. Consider and Act on Draft Resolution for the Expenditure of Remaining Funds.

R. Morra stated this was money left over from a bond package at the school a couple years ago. It was specifically stated in the original resolution that any remaining funds could be used for these specific things; cafeteria kitchen stove, energy management and lockers being upgraded.

Motion: I move the Board of Selectmen approve the draft resolution of the \$165,000 remaining funds in the previously bonded money be used for the other specific items at the school (cafeteria kitchen stove, energy management and lockers being upgraded).

By: R. Depietro

Seconded: M. Eremita

Voting: Passed unanimously.

3. Discussion on FY23 Budget:

Board of Finance - E. Bradley stated there are very minimal increases here. Money for our board clerk, advertising and limited meeting supplies.

Finance Department – J. Collins stated payroll increases that were agreed upon previously. We are not using the “Other” payroll line unless you have temporary or seasonal help per UCOA. Educational Training were hoping to be able to do a little more this year. Professional/Technical Services is for our Financial Advisor who helps with our bond and our actuaries.

Building & Land Use - J. Rupert explained that we included an organizational chart (both a current and proposed one) for this department to be covered moving forward.

Under the proposed the Building Official would be a bargaining unit position and the Chief Building Official would not be. (Kathy apparently flip flopped the colors when she did the chart).

J. Rupert has had this conversation with the current union president and they feel as long as the union is not losing a position they will probably accept this.

The Land Use Supervisor is a department head like no other. There is confidential information that this individual will have access to. So, his thinking is that this position should not be a union position.

M. Eremita asked in the past we've had a building official who has worn many different hats (Jim) and an Asst. Building Official (Randy) who service our town plus three other towns. Now on your proposed chart we have a Chief Building Official and Building Official. So, are we proposing someone who would cover your position (or some of it) and a Building Official as well and they will still cover Bolton and the other three towns?

J. Rupert replied that is correct. Willington has just signed a 3 year contract, Ashford still has a year left on their contract and were working on a new contract with Andover. The sublette work will cover a good portion of those positions mentioned above. The union will not be losing any position.

A. Teller – on the proposed chart the Building Official will be in the Supervisors Union. Who will this person be supervising?

J. Rupert answered that person will supervise the Land Use Secretary.

M. Eremita stated we might want to see if we can put the Building Official in the Non-Supervisors Union as they really aren't supervising anyone. The union would not be losing a position, just moving it from one union to another.

R. Morra- we have found that negotiating with the Supervisors Union is much easier than the Non-Supervisors as the Non-Supervisors Union is much more diversified with the positions it covers. It's difficult enough to move the non-supervisors contract forward without adding another position to it; looking at it from the administration side.

M. Eremita – (Emergency Management Director, Fire Marshal, Deputy Fire Marshal) are we looking to have a part-time positions, full-time and part-time? How are we looking to structure this?

J. Rupert – These positions are individual budgeted positions out of Land Use. My anticipation is we will end up with part-time Fire Marshal and part-time Deputy Fire Marshal. This will allow one to go on vacation and we will still be provided with coverage by the other. We also have a staff member that is interested in taking on the EMD position; is very involved with it and does 99% of the paperwork for it already and has begun taking some classes and expressed some interest in potentially taking it over as an additional role to their current one. Kathy McCavanagh is the individual and has done the EMPG Grant paperwork, helps with WebEOC and is there every time we have an emergency.

A. Teller – Land Use Budget – is there a particular issue for the increase in Professional/Technical Services? Per J. Rupert – that is the increase for the Director of Community Development and Inland Wetland Services both have increases.

Payroll – this increase is due to we are currently paying our Asst. Building Official far below what the norm is. Moving the Asst. Building Official to the Building Official in the proposed organizational chart would bring this salary to \$69,000/year and the Chief Building Official at \$95,000/year. We also budgeted for an increase (2.75%) for the Land Use Secretary which has not been negotiated yet. “Other Payroll” which represents overtime was moved into the “Payroll” line as well.

Fire Marshal – no change proposed in budget

Emergency Management – no change proposed in budget. I’m thinking the appropriate stipend for this is \$6,000 and we do get \$5,000 from the EMPG Grant.

Administration –

- Payroll- biggest increase is moving the “Other Payroll” line into this one
- Professional/Educational Training – no change
- Legal Services – no change
- Professional/Technical Svcs – reduced to \$200,000 based on history and what we think is coming
- Other Technical Svcs – increase to \$125,000 – this is what we pay for the different program maintenance agreements both a couple new ones and increases in others.
- Advertising – no change
- Office Operating – reduced
- Other Supplies – increased on our actual spending (Food for ROV during Elections, Holiday Party, Emergency Mgmt things- not office supplies)
- Equipment increased from \$15,000 to \$25,000 (computers, tablets, printers, electronics)
- Dues and Fees – \$17,000 based on anticipated need

This is an overall decrease in the budget over last year.

Zoning Board of Appeals – no change proposed

Auditing – E. Bradley – increase due to COVID reports we have had to do. We have been exempt from a Federal Audit up to now, but we may go over the amount next year so we increased this in case we have to file a Federal Audit. (This is only if we spend over \$700,000 in federal money). This may not happen.

Probate – Kathy made a mistake on this budget – too many zeros. This increased by 5% - this is what were told it may go to up to. Shared with Manchester, maybe Andover and others.

Animal Control – contracted service w/Vernon – no change.

Public Building Commission – increase in advertising. Rfp’s may have to be put out and an increase in payroll – for board clerk.

Bond and Note Expenditures #59 – for the proceeds to bond. Just to re-fund last year was \$68,000. Sometimes we include this in the bonding process other times we pay it separately. We were unsure how we wanted to handle it. Was increased to \$75,000 based on last year's number. This is somewhat of a placeholder.

BLRWPCA – this is the payment for the sewer authority.

4. Adjournment

R. Morra adjourned the meeting at 7:49 p.m.

Respectfully Submitted,

Kathy McCavanagh

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

**BOARD OF SELECTMEN
BUDGET WORKSHOP #7
WEDNESDAY, FEBRUARY 16, 2022
Minutes**

The Board of Selectmen held a budget workshop on Wednesday, February 16, 2022 with First Selectman Pam Sawyer presiding. Also present were Selectmen Robert Morra, Bob DePietro and Adam Teller, Interim Administrative Officer Jim Rupert, Chief Financial Officer Jill Collins, Board of Finance Chair Emily Bradley and Board of Finance member Alex Rivera. Absent was Selectmen Mike Eremita.

1. Call to Order

Pam Sawyer called the meeting to order at 7:01 p.m.

2. A/P Approval

Motion: I move the Bolton Board of Selectmen approve the A/P report as presented.

By: R. Morra

Seconded: B. DePietro

Voting:

For: R. Morra, B. DePietro, A. Teller and P. Sawyer

Against: None

Abstain: None

3. Discussion on FY23 Budget

Discussion and questions were asked about multiple budgets.

- Recreation was funded through the round fund and self-supported until COVID hit.
- Health Insurance – recent letter stating there will be an 8% increase – this increase is included in the \$603,000.
- Refuse/Recycle – we are still trying to schedule a time to meet with them to discuss rates – we expect this to go up substantially.
- Liability Insurance – A. Teller suggested we look at what a higher deductible might do for us.
- State Police – we have not been given any numbers for the upcoming year. 85% of this budget is payroll, then overtime, training and vehicles/equipment.
- Audit – the increase here is due to a possible Federal Audit that we may get hit with next year.
- Building and Land Use – selectmen would like to see the calculated income from contracted services.

- Library has a 6% increase because they would like to make a current part-time position go to full-time starting mid-year next year. (FT benefits are NOT included in the numbers shown).
- Grants – Town is looking at what grants we can apply for and use. Need to keep in mind that the Town would have to put up a 20% match for these funds. ARP funds may be able to be used for this match.

4. Discuss Additional Workshop Dates

Next budget workshop will be Wednesday, February 23rd at 7:00 p.m.

Both the BOE and Town Budgets are due to the Board of Finance by March 15th.

R. Morra and B. DePietro both agreed they'd like present a (Town Proper) budget to the B.O.F. under 3%.

A.Teller was not ready to give a percentage but doesn't want people to cut their budget if it's something they really need.

It has been recommended to Interim Administrative Officer J. Rupert that he go back and ask for each department to cut their budget wherever they think they can. The B.O.S. want everyone to have a say in what gets cut from their department/committee/commission.

5. Adjournment

P. Sawyer adjourned the meeting at 8:17 p.m.

Respectfully Submitted,
Kathy McCavanagh

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

BOARD OF SELECTMEN
BUDGET WORKSHOP
WEDNESDAY, FEBRUARY 23, 2022 – 7:00 P.M.
MINUTES

The Board of Selectmen held a Budget Workshop on Wednesday, February 23, 2022 with First Selectman Pam Sawyer presiding. Also, in attendance were Selectmen Bob Morra, Mike Eremita, Bob DePietro, Adam Teller; Chief Financial Officer Jill Collins; Board of Finance Chair Emily Bradley, Board of Finance members Kristen Gourley and Alexis Rivera and Kathy McCavanagh.

1. Call to Order.

P. Sawyer called the meeting to order at 7:00 p.m

2. Discussion on FY23 Budget.

- Budget # 3 – Finance Dept. – down to .64% - removed some education and training
- Budget # 5 – Assessor - reason for this increase is that we'd like to go to a FT assessor shared between Bolton and Willington.
- Budget #7 – Personnel – this is down to 15.50% - we have included funding for insurance for the Administrative Officer and the Building Official on insurance. We also have one place holder included here for a family on insurance (approx. \$29,000 – Town's portion). Single medical is \$14,000 and 2 person is \$19,000.
- **CUT \$14,000 now.**
- Budget # 10 – Building and Land Use – bulk of the increase here is payroll for the Assistant Building Official (\$70,000) and the Chief Building Official (\$95,000).
 - We received \$70,000 to \$80,000 in permit fees last year and this year we're already at \$115,000.
 - Shared services with other Towns is \$81,716 for the year.
- Budget # 13 – Insurance – this is the actual number.
- Budget # 18 – Town Building Operations – we do NOT have retirements in place right now. Maybe we should consider an Engineer?
- Budget # 19 – Police Protection – we took the current number here and added \$15,000 for overtime; but these numbers are based on the current staff (D. Richman, J. Santiago). Incoming interim is a 16 year veteran and at a higher rate of pay.
- Budget # 20 – Fire Commission – Bottle replacement is in the budget for next year. Instead of ordering 15 bottles let's do 10 bottles and cut \$7500 off the budget. We will then start to buy 5-7 bottles each year from here on out and spread the cost out. **CUT \$7,500 now.**
Another possible decrease would be for hose. \$1,365 – not sure if this is doable with the hose we have to need to set aside for Mark Anthony.

- Budget # 22 – Fire Marshal – we have cut \$1,000 just from history. Need a Part-time Deputy Fire Marshal and Fire Marshal.
- Budget # 23 – Emergency Management – expect we will decrease this budget by \$5,000. **CUT \$5,000 now.**
- Budget # 24 – Highway – road sand/salt, parts for repairs and road repairs have all increased. **CUT \$10,000 now from Road Repairs.**
- Budget # 26 -Public Health – cutting \$400 from the Town contribution with Ampify, regional mental health board – not worth the cut.
- Budget # 27 – Social Services – UR Community Cares budget was reduced by 50%.
- Budget # 28 – Library – computer replacements were moved to the Administration – Equipment budget. Moving a part-time staff position to full-time will not happen.
- Budget # 29 – Recreation – Project Coordinator shared position with Senior/Social Services will be moved from FT 37 hours to PT (no benefits) 28 hours.
- Budget # 32 – Refuse Services – we have not received any numbers yet. Numbers currently in here are based on current contract and a guesstimate. Both contracts end in June.

Something that needs to be put in the budget is a portable building to replace NRMCC. This would house the Finance Department, Registrar of Voters and an additional office space plus meeting space in the middle.

Cost:

- Install \$20,000
- Monthly Rental \$ 3,500
- This is \$62,000 for the first year then goes down to \$42,000 per year after that.
- It was agreed by the Board of Selectmen would move a portable building to the Capital Budget.

Additional Budget Cuts Made:

- \$25,000 Highway – Sand and Salt
- \$1,500 Highway – Road Sweeping
- \$5,000 Highway – Tree Trimming
- \$13,500 Recreation Round Fund
- **TOTAL CUTS: \$81,500**

Motion: I vote the Board of Selectmen make the above additional cuts to the proposed budget at this time.

Vote:

For: Unanimous: B. Morra, M. Eremita, R. DePietro, A. Teller and P. Sawyer.

3. Discuss Additional Workshop Dates (if needed)

Hold Tuesday, March 8, 2022 as an additional budget workshop date if needed.

4. Adjournment

P. Sawyer adjourned the meeting at 9:02 p.m.

Respectfully Submitted,

Kathy McCavanagh

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

**TOWN OF BOLTON
BOARD OF SELECTMEN
REGULAR MEETING
TUESDAY, MARCH 1, 2022, 7:00 P.M. HYBRID
MINUTES**

		Present	Absent
First Selectman	Pam Sawyer	X	
Selectman	Adam Teller	X	
Selectman	Robert DePietro - remote	X	
Selectman	Mike Eremita - remote	X	
Selectman Deputy First Selectman	Robert Morra	X	
Interim Administrative Officer	Jim Rupert	X	
Members of the Public			

Also present: Paula M., Rhea Klein, Kawan Gordon, Amanda Gordon, Anne Decker, Nick Lavigne, Jennifer Cyr

All stood to recite the Pledge of Allegiance.

1. Call to Order:

By: Sawyer

Time: 7:00 p.m.

Place: Hybrid

2. Public Comment:

Bob Morra – Said our hearts go out to the folks in Ukraine. May Putin rot in hell.

3. Approval of Minutes:

A. February 1, 2022 –Regular Meeting

Motion: I move the Bolton Board of Selectmen accept the minutes of the February 1, 2022, Regular Meeting, as amended.

By: Morra

Seconded: DePietro

With corrections:

- Page 2, item 4.B. – change “Birth” to “Birch”.
- Page 6, item 8.B. – “Council” should be “Counsel” throughout.

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

4. Appointments and Resignations

- A. J. Ortega – Resignation - Diversity Commission**
- B. E. Luntta – Temporary Building Commission - Alternate**
- C. L. McDonald – Resignation**

Motion: I move the Bolton Board of Selectmen accept all three of these with gratitude for their service of those resigning and with gratitude for those who will serve.

By: Morra

Seconded: DePietro

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

5. Reports & Updates:

A. A. Gordon – Diversity Commission Survey Update

Amanda Gordon, Chairperson of the Diversity Commission, was present.

Gordon: One priority of the commission was a survey of town members. A draft of the survey was given to the BOS. Also presented was the distribution plans. There are two surveys; one for those 18 and older and high school students younger than 18. The notification of the survey would be via social media, electronically, included with the Town Bulletin, and flyers at area businesses using a QR code. The commission is hoping the Superintendent will distribute the survey in the school system and to school parents. Results will be in the aggregate.

Sawyer: Do you believe you have covered well enough people in the 55+ age group to capture their needs and views? Gordon: The commission identified diversity as having a broad definition so there is some indentifying data including age.

Eremita: Read the extensive survey that will take time to fill out. Seniors are fairly well represented. His view will be different from his grandchildren. The survey is very well done.

DePietro: He reaction to the survey for the high school kids is that it is more focused and has more opportunity for feedback than the adult survey. In general, the adult part was demure. He is not expecting much information coming from that age group. The high school age group will give more helpful information.

Teller: He likes the school survey; this should give us some useful information. The design of the adult survey uses different response categories from question to question. Using a rating such as 1 – 5 throughout will give a better response. The questions are great and he supports the ideas for getting it out there. How is the Commission going to interpret the results? Gordon: She has a background in social work and sociology. Paula Meyer offered to assist and we can solicit assistance elsewhere.

Morra: The parts he likes the best are on the town government, the school system, and law enforcement in town. Those are the areas that he really wanted input on. This government body wants to know how we impact the community and vice versa. He considers it important to be respectful of one another regardless of differences. That encompasses what the survey has. What is the goal with the rest of the survey? Gordon:

Those are the most concrete parts. The remainder of the questions will show how the feelings about diversity in the community in general and on a personal level. We want to elevate those experiences by doing this community assessment. Anne Decker: We want to make sure we are embracing each other; this is one way of ensuring we are on that track.

Morra: What happens after the report is given? Gordon: The survey may identify issues and the Commission will bring those along with possible solutions to the BOS.

Sawyer: What are you looking to gain from 'none of the above' response on question numbers 28 and 29? Gordon: Those would be people who should not be filling out the survey and those responses will not be included in the analysis.

Sawyer: Under the introductory page there is a statement that the results will be shared. How the results will be shared should be part of this section for the community's benefit and information.

Teller: He feels there are two categories not included in question 29 – people who attended Bolton schools who did not and have not lived in town and those who worked in Bolton for a very long time but have not lived in town. Eremita: How would these people be made aware of the survey? Teller: There are groups on Facebook who keep in touch with each other.

Rhea Klein: The report on the findings might find some weaknesses and some strengths and we should be celebrating that. The report will be written and provided to the BOS and then shared with the community.

Paula Meyer: Teller brings up a good point about those that have worked in Bolton and those that attended Bolton schools but were not a resident. Would it be enough to have one additional category for these demographics? Teller: That would depend on how far you want to parse the information. Sawyer: Asked in that light, those past experiences of a generation or two ago, the data should not be glomed in with what is happening now. What happened 20-25 years ago that may not be what happens today. How long ago they experienced Bolton makes a difference. Eremita: Agreed it is important to get that difference. Have we moved a negative attitude to a positive one or have we stayed the same? The Superintendent may be able to help with reaching out to those people. Sawyer: John Toomey of the Historical Society may have contact information that he can forward this survey out to.

DePietro: If there is a diversity problem in town it may have something to do with affordable housing. How will that be addressed in the survey? Gordon: There are some questions about housing and questions about low income to see if there is a difference. We will be looking to see if those issues impact people's experiences in town. The survey does not ask about affordable housing.

Jennifry Cyr: She is looking forward to the results and looking to see the good that people see in town. Community events in town will be planned to further celebrate diversity.

Gordon: Is hoping the BOS will approve the survey pending the changes discussed - changing the intro, question 29 to be changed to add the two target populations, question 30 to figure out how far back in town their experience was, make the response range similar.

Morra: Has this been approved by the BOE or Superintendent? Gordon: The Superintendent suggested some changes. The BOE has not been asked to give approval of the survey. Klein: This is not a school district survey. We are utilizing the platform the school system has to distribute enmass. We are suggesting the BOS ask the school system to distribute the survey. Morra: We have worked for years to get good cooperation between the BOS and the BOE; this would be a sidestep of the BOE. He prefers to wait for this to be approved by the BOE before distribution. The BOE is the group that will get questions back about the survey. Teller: Tends to agree with Morra. This is a point of protocol. The BOE is the board that is going to get the feedback from the parents. It should be referred for their view. DePietro: Agrees with that. Eremita: Also agrees. One of the hiderances of moving into the community has to do with needing large lots for subsurface disposal due to the soils. This is an issue from Mother Nature.

Sawyer: Is hearing agreement from the Selectmen to have this go to the BOE. They are duly elected and they have specific statutory and town missions.

Motion: I move that the Board of Selectmen approve these surveys with the modifications discussed and request that the Board of Education and Superintendent submit the survey to the school population at our request.

By: Teller

Seconded: DePietro

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

Meyer: The Commission did not intend to leave the BOE out of this process. We were thinking this was a town survey. Is this coming from the town and the BOE? Does the Commission need a vote or consensus from the BOE? Teller: It is coming from the town and the BOS is requesting the assistance from the BOE and Superintendent.

B. Properties and Facilities Report

Rupert:

- A recent meeting included discussion on a LOTCIP project. CRCOG is reviewing the projects on behalf of CT DOT. Based on LOTCIP feedback we are putting forward another project – a path that meets a lot of goals with community vibrancy and connectivity. This pathway will be a combination of boardwalk and bridges over wet areas and stone dust along Town Hall property line, the State Trooper’s office, and out to Heritage Farm. This will help to make the center of town more active. CRCOG thinks this project will better meet the criteria.
- We will be applying for a grant for signage and flagpole for the cemeteries. We also discussed drainage issues and the removing of soil near St. Maurice church.

Eremita: Look at flag holders for the graves of veterans. Sawyer: Those should be metal, not the plastic ones. Rupert: Made a note about this.

Morra: There was some past discussion about the Minitucci property where parties were very far apart. Sawyer: Received consensus from the Selectmen to have Morra follow up on this.

Sawyer: On March 7, 2022, at 7:00 p.m. there will be open doors at Town Hall for neighbors to talk to town leaders about the long planned proposed road safety project between the fire house and Town Hall. This will involve filling in the culvert and having a bikeway on top of that. This has been in the plan since 2016. Neighbors will have the ability to view the plan.

C. FY 21 Budget Report

Rupert: He saw nothing of concern in this report.

D. Budget Transfers

Sawyer: The Town Mechanic purchased the parts and did the work on the brakes of the big Senior van. The van sat for over a year because of COVID. The rusting and crumbling of the brakes happened from just sitting unused.

BUDGET TRANSFER REQUEST
TO
BOARD OF SELECTMEN

WARRANT Scissors

Transfer \$ 500 from category Office Equip. Supplies to category General Expenses
 (within budget) from 2021-2022-000000-50200-00000
 to 2021-2022-000000-50200-00000

Transfer \$ _____ from Budget _____ to Budget _____
 from category _____ to category _____
 from \$ _____ - 000000 - 00000
 to \$ _____ - 000000 - 00000

Other \$ _____

Explanation Brakes on the 10' passenger van need to be replaced due to significant deterioration

[Signature] Signature
 _____ Title
2/27/22 Date

BUDGET TRANSFER REQUEST
TO
BOARD OF SELECTMEN

WARRANT Scissors

Transfer \$ 200 from category Repair/Parts/Access to category General Expenses
 (within budget) from 2021-2022-000000-50200-00000
 to 2021-2022-000000-50200-00000

Transfer \$ _____ from Budget _____ to Budget _____
 from category _____ to category _____
 from \$ _____ - 000000 - 00000
 to \$ _____ - 000000 - 00000

Other \$ _____

Explanation Transfer 2 of 2 Additional parts required for repair to 10' passenger van brakes due to significant deterioration

[Signature] Signature
 _____ Title
2/27/22 Date

BUDGET TRANSFER REQUEST
TO
BOARD OF SELECTMEN

WARRANT Commissioner's Commission

Transfer \$ 15.20 from category Dues & Fees to category Office Supplies
 (within budget) from 2021-2022-000000-18100-00000
 to 2021-2022-000000-18100-00000

Explanation Change in Commissioner's dues and projects due to Covid-19 pandemic.

[Signature] 024770102

BUDGET TRANSFER REQUEST
TO
BOARD OF SELECTMEN

BUDGET Hydrex

Transfer 1 1000 from category Other Finance Stocks to category Other Equipment

(within budget) from 1000-0000-0000-0000-0000 to 1000-0000-0000-0000-0000

Transfer 2 _____ from Budget _____ to Budget _____

from category _____ to category _____

from _____ to _____

from _____ to _____

Other 3 _____

Explanation: For replacement of A/C Unit for Hyundai Loader

[Signature]
Date: May 2022

TOWN OF BOLTON
225 South Center Street
Bolton, CT 06033-1000
860-339-2100

PURCHASE ORDER

Vendor Name: Mobu Tractor PO Number: _____
Address: 171 Main St Date: 05/17/22 PO Date: _____
City: Bolton State: CT PO Number: _____

Item Budget: 1000-043-4303-000000-5730-00000

Quantity	Unit	Description	Price
		<u>Hydrex unit, 40hp</u>	
		<u>Complete - Hyundai Loader</u>	<u>1000</u>

Approved By: [Signature] Date: 5/17/22 PO Number: _____

Submitted By: _____ Date: _____ PO Number: _____

Administrative Officer: _____ Date: 5/17/22

TOWN OF BOLTON
225 South Center Street
Bolton, CT 06033-1000
860-339-2100

PURCHASE ORDER

Vendor Name: Hydrex Tractor PO Number: _____
Address: 171 Main St Date: 05/17/22 PO Date: _____
City: Bolton State: CT PO Number: _____

Item Budget: 1000-043-4303-000000-5730-00000

Quantity	Unit	Description	Price
		<u>Hydrex unit, 40hp</u>	
		<u>Complete - Hyundai Loader</u>	<u>1000</u>

Approved By: [Signature] Date: 5/17/22 PO Number: _____

Submitted By: _____ Date: _____ PO Number: _____

Administrative Officer: _____ Date: 5/17/22

BUDGET TRANSFER REQUEST
TO
BOARD OF SELECTMEN

BUDGET _____

Transfer 1 1000 from category Other Finance Stocks to category Other Supplies

(within budget) from 1000-0000-0000-0000-0000 to 1000-0000-0000-0000-0000

Transfer 2 _____ from Budget _____ to Budget _____

from category _____ to category _____

from _____ to _____

from _____ to _____

Other 3 _____

Explanation: _____

Administrative Officer: _____
Date: _____

Motion: I move the Bolton Board of Selectmen accept the budget transfers as submitted.

By: Morra

Seconded: Eremita

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

6. Ongoing Business:

A. S. Crane – Recommendation for Permanent Status as Recreation Director

Motion: I move the Bolton Board of Selectmen accept the recommendation that Stephanie Crane serve with permanent status as Recreation Director.

By: Morra

Seconded: DePietro

Discussion: DePietro: How many hours is this position? Rupert: This is a full-time position. She is a great addition to our team. Crane has done an amazing job in these extraordinary times. Bolton is fortunate that she is interested in taking this on during this time. Sawyer: Crane has been positive in the position and is well respected in Town Hall.

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

B. Discussion about Additional Budget Workshops and Possible Dates

Sawyer: Asked that the BOS keep March 8th open if an additional budget workshop is needed. If the fee from All American Waste comes through higher than has been budgeted for that will have to come back to the BOS for discussion. Rupert: We have built in an increase of 5% as a placeholder.

C. OSHA Citation Update

Sawyer: This is in reference to an issue in the fire department. Rupert: The fines were initially in excess of \$5k. After a couple of meetings with OSHA, the Fire Chief, and Deputy Fire Chief the fines were reduced by 50%. We continue to work with OSHA in a consultative fashion to put together a respiratory protection program along while working to meet two deadlines for other items. The Fire Chief commented that the OSHA person we have been working with is very positive and helpful. The final fine is ~\$2,600.

Sawyer: Thanked Rupert for his attention on this matter.

DePietro: What was the background of the violation? Rupert: A firefighter was injured during a fire incident and was transported to a hospital for the night. He entered the structure without air support and experienced breathing problems afterwards. There were some holes in the program we have. Teller: Was this due to non-compliance with the program or in general the programs are not sufficient? Rupert: It was both. The Chief has addressed the non-compliance portion. Sawyer: The First Responder intended to correct a situation that seemed obvious but was not. According to OSHA standards that person should have waited for more equipment to be available.

D. Other

Sawyer: There was a Memorial Day parade meeting. The parade will start at 10:00 a.m. In the sense of this being a memorial no candy will be thrown. The parade will be done with the most amount of respect. If groups want to participate in the parade contact Town Hall. Morra: We will be following a very similar format that was started some decades ago.

Sawyer: A mix of boys and girls from a Cub Scout den had an hour-long visit to Town

Hall as part of a cross over to full scouts. They were excited to be in their Town Hall.

7. New Business:

A. A/P Detail List

Motion: I move the Bolton Board of Selectmen approve the payment of the bills on the A/P Detail List included in the agenda packet.

By: Morra

Seconded: DePietro

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

B. Information on An Act Reforming Motor Vehicle Assessment

Sawyer: This originated with the Governor; the bill has gone to the General Assembly. It is very early in the legislative process. Bolton's portion would be over \$500k. That would not cover what we currently collect for motor vehicles so it would be a shortfall. Rupert: Jill calculated a \$150,000 shortfall.

C. Consider and Act on Tax Sale

Rupert: The Tax Collector sent a letter to Sawyer and Rupert about several properties going to tax sale as they are three years or over in overdue taxes. The three parcels on Colonial Road do not have dwellings and they are contiguous. The town has not use for them and worked on the owner's behalf to connect him with a developer.

Motion: I move the Bolton Board of Selectmen start the tax sale on the properties listed that are three years or more overdue in tax payment.

By: Morra

Seconded: Teller

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

Motion: I move that the Board of Selectmen authorize the Tax Collector to send tax demands and initiate the process of tax sales for the five properties previously approved and that we authorize her to engage a tax sale counsel, Adam Cohen, as she recommends.

By: Teller

Seconded: Eremita

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

Sawyer: Another issue was remanded to the Pollution Control Authority; it may come back to the BOS at some point. This is informational only at this time.

D. Consider and Act on Purchase of Tires and Rims for FD Brush Truck

Sawyer: The Fire Department has a specific vehicle that has specific size needs for which there is only one vendor. The parts are only manufactured for this vendor. The BOS has been asked to consider waiving the requirements for three verbal quotes.

Motion: I move the Bolton Board of Selectmen act on the purchase on tires and rims for the Fire Department Brush Truck.

By: Morra

Seconded: DePietro

Discussion: Eremita: There is also specialty items and modifications to the body. This will be done by a vendor we deal with all the time so we are comfortable with them and they are the sole source of the tires. There is also significant work to make this brush truck work. Rupert: All of these things are necessary to install these tires. Purchase orders of \$6,251 and \$5,220 = \$11,471.

Amended motion: And to include the assembly and modifications as noted.

By: Morra

Seconded: DePietro

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

E. Other

Sawyer: She has gotten requests to have some lines painted somewhere in town for outdoor pickleball courts other than on the tennis courts. Rupert has been asked to look at locations with asphalt to have the lines painted.

Sawyer: Spoke with the Lt. Governor about coming to Bolton to go through the list of Koran War veterans and honoring them through the Commissioner of Veteran’s Affairs. She asks that the BOS help vet the list of those veterans that we have in town. A date will then be put together a date to recognize those veterans.

Recess called at 8:24 p.m.

Meeting resumed at 8:29 p.m.

8. First Selectman’s Report:

A. Discussion on Approval for a Plaque for H. DePold

Sawyer: This is about honoring former Town Historian Hans DePold. DePold took many years of effort to put together details of the Revolutionay War Route in town. He took it from the Town’s perspective and then to a state and national level. This brought in various historians and local politicians. The book DePold wrote detailing the route in his book is for sale at Town Hall. The plaque is being requested by the Heritage Farm Commission. Three large story boards at the Farm were created and paid for by a grant from the National Park Service. The Commission will return to the BOS with additional details.

B. COVID-19

Sawyer: There has been a sharp decline in the infection rate. We will be passing out COVID test kits at the library. Please see the date and time for this on the town's website.

C. Go Out to Bid for Bond Council Other

Sawyer: We have been approached by another Bond Council. Bolton will need a bond council in the near future. Should we go out to bid or stay with the current bond council?

Eremita: He cannot see a down side of going out to bid. It is in our best interest to go out to bid.

DePietro: Jill Collins remarked that the one we have is familiar with Bolton. He got the feeling she would keep the one that we currently have. But what do we have to lose by going out to bid.

Morra: A key in going out to bid is to look at what the Bond Council would provide and how they deal with you. We could end up retaining the same one. It does not mean another council can do as good as the current one.

Teller: On general principle it should go out to bid. Since it has not gone out in 5 years we should look at it again.

Motion: I move the Bolton Board of Selectmen authorize Staff to draft a Request For Proposal for Bond Council bidding to be approved by the Board of Selectmen.

By: Teller

Seconded: Eremita

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

D. Temporary Trooper Kristin Coit

Sawyer: We lost the evening shift trooper to the Lt. Governor's detail. We thank Jonathan Santiago who was a positive influence in town and extend a warm welcome to Kristin Coit. Coit is a 16-year veteran and comes with Niko, a K9 unit.

9. Administrative Officer's Report:

A. Monthly Report

Rupert: Some activities included:

- The LOTCIP grant application for the connectivity trail project and communication with residents.
- Collecting information for the CAPA budget.
- Finishing of the town budget.
- Subcommittee meetings.
- A redraft of the alcohol and marijuana ordinance that the Town Attorney is reviewing.
- Met with the outgoing and incoming state troopers and their Sergeant.
- Discussion of a possible contract with the Highway Supervisor.
- OSHA meetings and filing of the annual OSHA paperwork.
- Started on the Technology Plan.

- Onboarding of two clerks.
- Letter to the YWCA for use of the space after 7-1-2022. We decided we needed that space. The YWCA has been offered space at the school building.
- Staff meeting last week.
- Planning Staff Appreciation Week in mid-March.
- Provided Staff support for Winter Fest that was a tremendous success.

B. Other

Rupert: The test kit distribution was mentioned previously.

10. Executive Session: Discussion of Separation Agreement for Highway Supervisor

Motion: I move the Bolton Board of Selectmen enter executive session for discussion of the draft separation agreement for Highway Supervisor with Jim Rupert in attendance.

By: Teller

Seconded: Morra

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

The BOS entered executive session at 8:46 p.m.

The BOS exited executive session at 9:00 p.m.

11. Adjournment:

Motion: I move the Bolton Board of Selectmen adjourn.

By: Morra

Seconded: Teller

Voting:

For: Morra, DePietro, Sawyer, Teller, 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.

4A

March 7, 2022

Dear John Butrymovich,

I am writing to notify you that I am providing my 2 week notice. My last day will be March 18, 2022.

Thank you for the opportunity to work for the Town of Bolton.

Sincerely,



Heather Beaulieu

RECEIVED

MAR 07 2022

TOWN OF BOLTON
SELECTMEN'S OFFICE

5B-a

Purchased

VOL. 97 PAGE 337

7/15/1999

WARRANTY DEED

KNOW ALL MEN BY THESE PRESENTS, that I, MARILYN I. PERACCHIO, TRUSTEE, of the Town of Manchester, County of Hartford and State of Connecticut, (hereinafter referred to as "Grantor") for consideration of FIVE HUNDRED EIGHTY-FIVE THOUSAND AND 00/100TH DOLLARS (\$585,000.00) paid by the TOWN OF BOLTON, a municipal corporation organized and existing under the laws of Connecticut (herein referred to as "Grantee"), do hereby grant, bargain, sell and confirm with warranty covenants unto the said Grantee, its successors and assigns forever, all the right, title, interest, claim and demand which said Trustee now has or ought to have as such Trustee under Trust Agreement dated September 17, 1993, in and to a certain piece or parcel of land, with all buildings and improvements thereon, located in the Town of Bolton, County of Tolland and State of Connecticut, and being more particularly bounded and described as follows:

NORTHERLY: by land now or formerly of the Town of Bolton and Donald Warner Massey et al; partly by each;

EASTERLY: by Hebron Road;

SOUTHERLY: by Loomis Road; and

WESTERLY: by West Street (now known as Clark Road and Conn. Rte. 85)

There is expressly excluded herefrom the following described premises:

Beginning at an iron pin set at the point of intersection of the easterly line of Route 85 and the northerly line of Loomis Road, said iron pin being in the southwesterly corner of tract herein described; thence N 10° 15' 53" E along the easterly line of Route 85, 80.02 feet to a point; thence N 01° 31' 31" E along the easterly line of Route 85, 171.21 feet to an iron pin; thence S 79° 44' 07" E along the southerly line of land of the Grantor herein, 406.81 feet to an iron pin; thence S 10° 15' 53" W along the westerly line of land of the Grantor herein, 249.24 feet to an iron pin in the northerly line of Loomis Road; thence N 79° 44' 07" W along the northerly line of Loomis Road, 380.79 feet to point of beginning.

The entire described premises are shown as "Area - 49.22 Ac." On a map filed in the Bolton Town Clerk's Office, which map is entitled "Property Surveyed for Vincent Peracchio Rte. 85, Loomis Rd. & Hebron Rd. Bolton, Conn., Griswold & Fuss, Inc., Consulting Engineers and Surveyors Manchester, Connecticut Date May 1975, Scale 1" = 100'. Revisions 6-2-75 House Lot Lines." The excepted parcel is also shown on said map as "Area: 97,109 Sq. Ft. 2.23 Ac."

VOL. 97 PAGE 338

Said premises is subject to the following:

1. Subject to paragraph 2, hereinafter, buyer's use of the property shall be restricted to agricultural use, for maintenance purposes and not for commercial purposes, open space, including passive or active recreation and park purposes but excluding the construction of buildings, except for such buildings as may be necessary to house toilet facilities to be used only by people utilizing the Property or to house that maintenance equipment necessary to maintain the Property for recreation or park purposes;

2. Specifically, excluded from this restriction, however, shall be the western portion of the property fronting on Clark Road (Route 85) and currently lying within the Bolton business zone. Grantee may, in its discretion, move the easterly boundary of said business zone farther up to three hundred (300) feet, to the east, in order to square it off with the currently existing border of such business zone as it intersects with Loomis Road. The aforesaid restriction against building and/or development set forth in paragraph 1 herein above does not apply to the business zone as ultimately determined in accordance with this provision;

3. Any and all provisions of any ordinance, municipal regulation or public or private law;

4. Taxes to the Town of Bolton on the Grand List of October 1, 1998 which the Grantee herein assumes and agrees to pay; and

5. Right of tenant in possession.

Being the same premises described in a Warranty Deed dated February 6, 1995, recorded February 9, 1995 in Volume 84 at Page 638 of the Bolton Land Records.

TO HAVE AND TO HOLD the above-granted and bargained premises, with the appurtenances thereof, unto the said Grantee, and unto its successors and assigns forever, to it and their own proper use and behoof.

AND ALSO, I, the said Grantor, do for myself and my heirs and assigns; covenant with the said Grantee, and unto its successors and assigns forever, that at and until the ensealing of these presents, I am well seized of the premises, as a good and indefeasible estate in FEE SIMPLE; and have good right to bargain and sell the same in manner and form as is above written; and that the same is free from all encumbrances whatsoever, except as hereinbefore mentioned.

AND FURTHERMORE, I, the said Grantor, do by these presents bind myself and my heirs and assigns forever to WARRANT AND DEFEND the above granted and bargained premises to the said Grantee, and its successors and assigns forever, against all claims and demands whatsoever, except as hereinbefore mentioned.

IN WITNESS WHEREOF, MARILYN I. PERACCHIO, as Trustee, have hereunto set my hand and seal this 15th day of July, 1999.

Signed, Sealed and Delivered in the presence of

[Signature]
Richard L. Berger
[Signature]
Richard L. Berger

By Marilyn I. Peracchio, Trustee
Marilyn I. Peracchio, Trustee

STATE OF CONNECTICUT :
COUNTY OF TOLLAND : ss. Bolton July 15, 1999

Personally appeared Marilyn I. Peracchio, Trustee, signer and sealer of the foregoing instrument, and acknowledged that she executed the same in the capacity therein stated and for the purpose therein contained.

In Witness Whereof, I hereunto set my hand and official seal.

[Signature]
Leonard J. Jany
Commissioner of the Superior Court

GRANTEE'S ADDRESS:
222 Bolton Center Road
Bolton, Connecticut 06043

CONVEYANCE TAX RECEIVED
STATE \$ 0 LOCAL \$ 0
Susan M. Sebold
TOWN CLERK OF BOLTON

JUL 15 1999
RECEIVED FOR RECORD AT 9:35 AM
Susan M. Sebold
TOWN CLERK

FY2022 March 31, 2022										
	Adopted Budget	Revised Budget	Expense YTD	Balance	Encumbrance	Unexpended	% Expended	FY21	FY20	FY19
Administration	\$ 721,079.00	\$ 721,079.00	\$ 371,710.94	\$ 349,368.06	\$ 6,460.00	\$ 342,908.06	52.45%	57.73%	61.12%	73.10%
Board of Finance	\$ 2,200.00	\$ 2,200.00	\$ 614.50	\$ 1,585.50	\$ -	\$ 1,585.50	27.93%	19.09%	39.68%	15.68%
Financial Administration	\$ 236,040.00	\$ 236,040.00	\$ 167,745.78	\$ 68,294.22	\$ -	\$ 68,294.22	71.07%	69.34%	67.54%	65.10%
Auditing	\$ 26,500.00	\$ 26,500.00	\$ 19,500.00	\$ 7,000.00	\$ -	\$ 7,000.00	73.58%	77.36%	92.45%	73.58%
Assessor	\$ 83,246.00	\$ 83,246.00	\$ 51,814.12	\$ 31,431.88	\$ -	\$ 31,431.88	62.24%	69.43%	70.60%	68.60%
Tax Collector	\$ 87,680.00	\$ 87,680.00	\$ 64,664.03	\$ 23,015.97	\$ -	\$ 23,015.97	73.75%	69.34%	63.63%	70.16%
Fringe Benefits	\$ 895,821.00	\$ 895,821.00	\$ 580,073.11	\$ 315,747.89	\$ -	\$ 315,747.89	64.75%	63.79%	68.89%	67.05%
Town Clerk	\$ 136,058.00	\$ 136,058.00	\$ 102,049.33	\$ 34,008.67	\$ 1,943.75	\$ 32,064.92	76.43%	72.47%	73.82%	73.64%
Land Use	\$ 309,845.00	\$ 309,151.00	\$ 178,730.10	\$ 130,420.90	\$ 11,660.00	\$ 118,760.90	61.58%	75.27%	74.20%	67.48%
Planning & Zoning	\$ 4,940.00	\$ 4,940.00	\$ 1,571.27	\$ 3,368.73	\$ -	\$ 3,368.73	31.81%	12.57%	13.14%	21.12%
Zoning Board of Appeals	\$ 1,640.00	\$ 1,640.00	\$ 626.50	\$ 1,013.50	\$ -	\$ 1,013.50	38.20%	10.67%	36.20%	18.97%
Property Insurance	\$ 143,900.00	\$ 143,900.00	\$ 93,899.62	\$ 50,000.38	\$ -	\$ 50,000.38	65.25%	60.81%	76.72%	82.35%
Probate	\$ 5,960.00	\$ 5,960.00	\$ 5,673.00	\$ 287.00	\$ -	\$ 287.00	95.18%	0.00%	100.00%	96.67%
Inlands/Wetlands	\$ 2,235.00	\$ 2,235.00	\$ 672.52	\$ 1,562.48	\$ -	\$ 1,562.48	30.09%	17.23%	34.08%	21.66%
Economic Development	\$ 2,000.00	\$ 2,000.00	\$ 430.00	\$ 1,570.00	\$ -	\$ 1,570.00	21.50%	29.50%	47.00%	42.75%
Elections	\$ 44,383.00	\$ 44,383.00	\$ 24,387.43	\$ 19,995.57	\$ -	\$ 19,995.57	54.95%	66.00%	28.46%	49.84%
Parks/Town Building Ops	\$ 813,493.00	\$ 813,493.00	\$ 505,260.37	\$ 308,232.63	\$ 29,834.08	\$ 278,398.55	65.78%	62.23%	63.30%	65.51%
Police	\$ 391,050.00	\$ 391,050.00	\$ 8,215.93	\$ 382,834.07	\$ -	\$ 382,834.07	2.10%	1.12%	1.21%	0.49%
Fire Commission	\$ 223,538.00	\$ 223,538.00	\$ 103,399.25	\$ 120,138.75	\$ 36,395.55	\$ 83,743.20	62.54%	68.78%	83.67%	70.21%
Animal Control	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	\$ -	\$ 3,000.00	0.00%	100.00%	85.71%	85.71%
Fire Marshal	\$ 33,000.00	\$ 33,000.00	\$ 14,283.63	\$ 18,716.37	\$ -	\$ 18,716.37	43.28%	31.85%	14.70%	15.99%
Emergency Management	\$ 19,693.00	\$ 20,387.00	\$ 12,192.38	\$ 8,194.62	\$ -	\$ 8,194.62	59.80%	61.49%		
Highways and Streets	\$ 1,039,838.00	\$ 1,039,838.00	\$ 567,856.24	\$ 471,981.76	\$ 270,352.33	\$ 201,629.43	80.61%	56.28%	72.35%	69.57%
Public Building Commission	\$ 1,100.00	\$ 1,100.00	\$ 67.00	\$ 1,033.00	\$ -	\$ 1,033.00	6.09%	0.00%	0.00%	0.00%
Public Health Admin	\$ 30,900.00	\$ 30,900.00	\$ 28,165.54	\$ 2,734.46	\$ -	\$ 2,734.46	91.15%	70.56%	62.80%	61.39%
Seniors / Social Services	\$ 180,421.00	\$ 180,421.00	\$ 113,488.49	\$ 66,932.51	\$ 3,610.00	\$ 63,322.51	64.90%	57.65%	74.30%	69.55%
Library	\$ 292,454.00	\$ 292,454.00	\$ 219,134.05	\$ 73,319.95	\$ 3,146.59	\$ 70,173.36	76.01%	68.84%	71.88%	73.44%
Conservation	\$ 1,805.00	\$ 1,805.00	\$ 966.99	\$ 838.01	\$ -	\$ 838.01	53.57%	61.23%	76.62%	83.62%
Waste Collection	\$ 522,604.00	\$ 522,604.00	\$ 373,220.45	\$ 149,383.55	\$ -	\$ 149,383.55	71.42%	71.92%	66.02%	68.04%
Totals	\$ 6,256,423.00	\$ 6,256,423.00	\$ 3,610,412.57	\$ 2,646,010.43	\$ 363,402.30	\$ 2,282,608.13	63.52%	55.25%	58.76%	70.67%

5C

**TAX COLLECTOR
2.28.22**

	ADOPTED	COLLECTIONS YTD	REFUNDS	RETURNED PAYMENTS	TRANFERS	NET COLLECTION 2.28.22	PERCENTAGE COLLECTED FY 22 BUDGET
CURRENT YR.LEVY	\$ 15,678,283.00	\$ 15,917,021.87	\$ (57,668.09)	\$ (17,314.18)	\$ 2,336.19	\$ 15,844,375.79	101.06%
MOTOR VEHICLE	\$ 1,694,841.00	\$ 1,655,886.59	\$ (13,634.23)	\$ (6,486.11)	\$ (2,155.98)	\$ 1,633,610.27	96.39%
SUPP.MV LEVY	\$ 175,000.00	205,267.35	\$ -	\$ (70.15)	\$ 2,451.79	\$ 207,648.99	118.66%
SUB TOTAL	\$ 17,548,124.00	\$ 17,778,175.81	\$ (71,302.32)	\$ (23,870.44)	\$ 2,632.00	\$ 17,685,635.05	100.78%
PRIOR YEARS	\$ 75,000.00	\$ 62,741.18	\$ (656.37)		\$ (2,598.53)	\$ 59,486.28	79.32%
INTEREST & FEES	\$ 50,000.00	\$ 45,985.78	\$ -	\$ (125.73)	\$ (33.47)	\$ 45,826.58	91.65%
TOTAL	\$ 17,673,124.00	\$ 17,886,902.77	\$ (71,958.69)	\$ (23,996.17)	\$ (0.00)	\$ 17,790,947.91	100.67%

PREVIOUS YEAR CURRENT YR LEVY COLLECTED

7.31.2021	8.31.2021	9.30.2021	10.31.2021	11.30.2021	12.31.2021
19.07%	90.94%	98.67%	99.09%	99.52%	99.95%
1.31.2022	2.28.2022	3.30.2022	4.30.2022	5.31.2022	6.30.2022
100.98%	101.06%				
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%	100.03%	100.33%



7A

Proclamation

Building Safety Month — May 2022

Whereas, our (City, Town, County, State) is committed to recognizing that our growth and strength depends on the safety and essential role our homes, buildings and infrastructure play, both in everyday life and when disasters strike, and;

Whereas, our confidence in the resilience of these buildings that make up our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry—who work year-round to ensure the safe construction of buildings, and;

Whereas, these guardians are dedicated members of the International Code Council, a nonprofit that brings together local, state, territorial, tribal and federal officials who are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work, and play, and;

Whereas, these modern building codes include safeguards to protect the public from hazards such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquakes, and;

Whereas, Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities’ largely unknown protectors of public safety—our local code officials—who assure us of safe, sustainable and affordable buildings that are essential to our prosperity, and;

Whereas, “Safety for All: Building Codes in Action,” the theme for Building Safety Month 2022, encourages us all to raise awareness about planning for safe and sustainable construction; career opportunities in building safety; understanding disaster mitigation, energy conservation; and creating a safe and abundant water supply to all of our benefit, and;

Whereas, each year, in observance of Building Safety Month, people all over the world are asked to consider the commitment to improve building safety, resilience and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.

NOW, THEREFORE, I, _____, (Selectman, President) of the (Town, President) of _____, do hereby proclaim the month of May 2022 as Building Safety Month. Accordingly, I encourage our citizens to join us as we participate in Building Safety Month activities.

Signature

Local Bridge Program – Preliminary Application

Bridge Number 012001, Town/City/Borough of Bolton

Preliminary Cost Figures:

Preliminary Engineering Fees (Include Breakdown of Fees)	\$ <u>192,000.00</u>
Rights-of-Way Cost (If applicable)	\$ <u>5,000.00</u>
Municipally Owned Utility Relocation Cost	\$ <u>0.00</u>
Estimated Construction Costs (Include Detailed Estimate)	\$ <u>1,280,000.00</u>
Construction Engineering (Inspection, Materials Testing)	\$ <u>192,000.00</u>
Contingencies (10% of Construction Costs Only)	\$ <u>128,000.00</u>
Total Estimated Project Cost	\$ <u>1,797,000.00</u>

Financial Aid Data:

NOTE: funding limited to Eligible Bridges as published at www.ct.gov/dot/localbridge or those found to be eligible in accordance with Section 2.3 – Priority Lists of the current Local Bridge Program Manual.

Federal Reimbursement:
 Total Estimated Project Cost multiplied by 80%:
 Federal Aid Request \$ _____

Note: Conventional federal contribution percentage shown. Program staff will discuss any other potential funding options after bridge application eligibility is established.

State Local Bridge Project Grant: (Cannot be combined with Federal reimbursement)
 Total Estimated Project Cost multiplied by 50%:
 Project Grant Request: \$ 898,500.00

Other Source of State or Federal funding received/applied for: \$ 0.00, State/Federal 0
 Funding program: NA

I hereby certify that the above is accurate and true, to the best of my knowledge and belief. I also certify that this form has not been modified in any way from that distributed by the Department of Transportation.

Signature: _____ Date: _____

Name: James Rupert Title: Administrative Officer
 (Must be signed by Chief Elected Official, Town Manager, or other Officer Duly Authorized)

Submit application by email to Francisco.Fadul@ct.gov and dot-flbp@ct.gov

TG

McCavanagh, Kathleen

From: Miller, Brian <BrianMiller@massmutual.com>
Sent: Monday, March 14, 2022 12:57 PM
To: McCavanagh, Kathleen; Armstrong, Linda
Cc: Brian Miller; kelly taylor
Subject: request town and building approvals for the 45th Bolton Road Race March 12, 2023

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: BOS MTG, Kathy

March 12, 2023

Hi Kathy and Linda first of all thank you, thank you for all that you did to help us with a very successful race yesterday.

I want to request that we do the following for next year's race:

- Get approval from the town to use the roads for the race - Kathy M.
- Reserve Herrick Park so there is no conflict of an event happening there and we are closing the roads for the race – Kathy M.
- Reserve town van and driver – (new) this worked out great yesterday and if the town is in agreement we'd love to reserve this service for next year too. This saved us a lot in operational cost, which means we have more funds to distribute back into the town athletics needs – Kathy M.
- Reserve BHS gym, hallway and bathrooms (don't need the cafeteria) - Linda A.

I understand there is paperwork and some calendars that aren't out yet for 2023 so we can't 100% lock anything in but want to get the requests out so we are on the calendar when the calendars become available in Jan 2023.

Thank you

Brian Miller - Booster President and Race director
Kelly Catlin - Booster Secretary and Race co-director

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Draft Alcohol and Marijuana Ordinance 2/22 to replace the following;

Section of the Ordinance concerning the violation of any adopted park or recreation regulations in the Town of Bolton

- Portion beginning with, “Mrs. Pierog moved to adopt two new Parks regulations” and ending with “glass containers on Town beaches is prohibited.”

Section of the Ordinance rules and regulations for use of Town Parks and recreational area

- Section 19 Prohibition of Alcoholic Beverages

The bringing in, possession, or drinking of alcoholic beverages at any Town park or recreation area including but not limited to Bolton Heritage Farm, Herrick Park, Indian Notch Park and Freja Park is prohibited. The First Selectman, or his designee, may allow exceptions to this regulation under certain circumstances providing that the applicant produces the proper insurance coverage. Any violation of this ordinance shall be subject to a fine not to exceed fifty dollars (\$50.00) per violation.

The use, smoking or consumption of marijuana or cannabis in any form is prohibited in any Town building or on Town property including but not limited to Bolton Heritage Farm, Herrick Park, Indian Notch Park and Freja Park. Any violation of this ordinance shall be subject to a fine not to exceed fifty dollars (\$50.00) per violation.

The use, possession, bringing in, carrying of glass bottles, drinking glasses or other glass containers on Town Beaches is prohibited.

The Board of Selectmen shall act as the Board of Appeals for the purposes of this ordinance.

RECEIVED

MICHELSON, KANE, ROYSTER & BARGER, P.C. MAR 10 2022

ATTORNEYS AND COUNSELORS AT LAW

HARTFORD SQUARE NORTH
TEN COLUMBUS BOULEVARD
HARTFORD, CONNECTICUT 06106

Telephone (860) 522-1243
Facsimile (860) 548-0194
www.mkrb.com

RICHARD L. BARGER
STEVEN B. KAPLAN
MARK E. BLAKEMAN
PAUL S. TAGATAC

□ ALSO ADMITTED IN
MASSACHUSETTS

TOWN OF BOLTON
SELECTMEN'S OFFICE
PAUL R. FITZGERALD
BETH N. MERCIER
CAROLYN A. YOUNG #

ALSO ADMITTED IN
NEW YORK

March 4, 2022

OPINION LETTER NO. 225A

Via Email and Via U.S.P.S.: jrupert@boltonct.org

Jim Rupert
Town of Bolton
222 Bolton Center Road
Bolton, CT 06043

Re: Amendment to Opinion Letter No. 225 regarding Marijuana Ordinance

Dear Jim,

Under date of February 22, 2022, you forwarded a revised draft of the Alcohol and Marijuana Ordinances based on feedback from the Public Hearing and the Board of Selectmen.

As requested, I have reviewed the content and compliance therewith of current statutes concerning marijuana/cannabis. The original Senate Bill 1201 was enacted as Public Act 21-1. As passed there were a couple of minor changes to the Senate Bill which were codified in section 7-148(c)(H)(xvi) of the Connecticut General Statutes.

With regard to the proposed prohibition of alcoholic beverages and, in part upon the wording of the above referenced statute I would have two comments:

1. The above statute makes reference to "property owned" by the Town but now adds the language "or under the control" of the Municipality. The Selectmen may want to similarly broaden the coverage of this prohibition to property under control of the town.
2. I think that the \$50.00 fine for violation is small enough so that you may want to eliminate the language "not to exceed".

With regard to the proposed marijuana ordinance, I would make the same two comments.

Otherwise, I think the ordinances are consistent with the authority of the applicable statutes.

Importantly, as mentioned in my prior letter of September 20, 2021, the Town will now be required to enact an ordinance providing for a citation and hearing procedure in accordance with the requirements of 7-148(c)(10)(A) and section 7-152c. of the Connecticut General Statutes. I previously sent you a copy of the Town of Woodbridge's Ordinance governing the enforcement of fines and the citation hearing procedures required by these authorities and include them once again for ease of your review. In my judgment, if you have a fine provided by one ordinance but don't have the ordinance enacted which provides for citation and disputing such fine, the validity of the fine ordinance is in doubt. Please see paragraph 2 of my prior opinion letter.

As usual, any questions, comments please do not hesitate to contact me.

Best regards.

Sincerely,

Richard L. Barger

Richard L. Barger

RLB/es

4/5/22

April Highlights

From Interim Town Administrative Officer

- Continuing to work on LOTCIP grant application for trail project
- Working on connectivity trail project
- Staff appreciation week was successful
- Held a public informational meeting regarding connectivity trail
- Selected dates with Unions for scheduling discussions for contracts
- Met with UCONN students along with an Engineer from Manchester Water Company
- Attended CRCOG Policy Board MTG
- Attended EHHD Board of Directors meeting
- Attended CTCMA meeting
- EMPG grant for 2018 was finalized with DEMHS
- Participated in a Bolton specific meeting regarding rolling blackout criteria
- Scheduled a branding committee meeting
- Completed gathering information and set up Korean War Veterans Ceremony with LT Governor
- Obtained quote for scanning all Land Use records
- Held an infrastructure meeting with Town staff to generate list for discussion by BOS subcommittee
- Facilitating hose trailer repairs with FD and Town mechanic
- Continuing negotiations on trash removal contract
- Continuing the budget process which included the budget presentation
- Located an arborist to consult on preservation of trees during construction
- Instituted multi factor authentication in order to reduce cyber insurance costs and continued coverage with the current vendor at a lower cost than other quotes
- We have advertised for camp counselor positions as well as for lifeguards and an evening custodian
- Held two meetings with Highway Supervisor and one meeting with the department to ensure continuity of operations during his absence
- Collaboration with Rob Miller regarding lake communications for algae blooms
- Had CONN DOT meeting regarding 384/44 interchange
- Held a unified command meeting

Respectfully submitted,

James Rupert
Interim Town Administrative Officer