

**TOWN OF BOLTON
BOARD OF SELECTMEN
REGULAR MEETING
MINUTES
TUESDAY, DECEMBER 6, 2022, 7:00 P.M.
HYBRID FORMAT**

| | | 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 | |

1. Call to Order:

By: Sawyer

Time: 7:00 p.m.

Place: Hybrid

All rose to recite the Pledge of Allegiance to the flag.

2. Public Comment:

Jim Loersch, Brookfield Road – He has been a resident for a long time. Very concerned about the replacement of Town Hall. He feels this is not being paid attention to. The demolition of the old elementary school is coming up soon. There is a perfect spot to build a new Town Hall. The town should consider that. It has many advantages there. The center of town is too busy with the church, wetlands, state police. The provisions in this building are inadequate. This is a matter that should have attention paid to it. Attention to this matter seems to be waning.

Rod Fournier – The cemeteries are looking wonderful since the town took them over. The new flag poles look wonderful. Keep up the good work.

Mr. Rivera – There are two sides to create a new Town Hall in the Notch area. He is a preservationist. Attention needs to be paid to this Town Hall. This town hall should be preserved and never torn down.

Jim Loersch – He agrees this building should be preserved but it is not big enough anymore. The center should be preserved but we have the opportunity to build a bigger, modern Town Hall on Notch Road.

3. Executive Session: R. Barger – Discussion on Trash Contract

Motion: I move the Board of Selectmen enter executive session with the Town Administrator, James Rupert, and Town Attorney, Richard Barger, to discuss the trash

contract proposals at 7:10 p.m.

By: Teller

Seconded: Morra

Voting:

For: Morra, Eremita, Sawyer, Teller, DePietro

Against: None

Abstain: None

The Board of Selectmen exited Executive Session at 7:50 p.m.

4. Consider and Act on Trash Contract:

Motion: I move the Board of Selectmen resolve to enter into the contract with Willimantic Waste Paper Company, Inc. for municipal solid waste, bulky waste, and recycling in accordance with the contract submitted by that company on November 13, 2022 for a five-year contract terminating in November 2027.

By: Teller

Seconded: DePietro

Discussion: Teller: The Board has looked at a number of options and timeframes, none of them particularly good. They are more expensive than what we are paying now. This one holds the best promise of savings over the five year period and does not lock us into a mistake given this will be an issue that probably will be addressed by the state or regionally sometime in the next four to five years.

Morra: It meets the needs of our town at the best price we can get. Eremita: At this time.

Sawyer: Thanked the Town Attorney and the Intern Town Administrator for doing due diligence; they were very thorough.

Voting:

For: Morra, Eremita, Sawyer, Teller, DePietro

Against: None

Abstain: None

5. Approval of Minutes:

A. November 1, 2022 – Regular Meeting

Discussion: BOS would like to see people's last names and titles mentioned in the minutes.

Correction:

- Page 1, Others Present – change “Alex Miller-Davry” to Alex Miller-Davey”.

Motion: I move the Board of Selectmen approve the November 1, 2022, Regular Meeting minutes with the correction noted.

By: Morra

Seconded: DePietro

Against: None
Abstain: None

7. Reports & Updates:

A. Properties and Facilities Report

1. Cemetery Signage

Sawyer: Cemetery signage indicates they are not connected with the church each is near or adjacent to. The sign gives the cemeteries a title and a name. For traffic reasons we have marked the entrances and exits. She has heard from people in town that it is beginning to look like the town cares.

B. FY 22 Budget Report

No comments.

C. Consider and Act on A/P Report and Budget Transfers

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

By: Eremita

Seconded: Morra

Voting:

For: Morra, Eremita, Sawyer, Teller, DePietro

Against: None

Abstain: None

Rupert: The transfer request is due to extra expenses for the Supplemental Motor Vehicle Tax bill.

Motion: I move the Board of Selectmen approve the transfer request from the Tax Collector in the amount of \$200 as presented.

BUDGET TRANSFER REQUEST
TO
BOARD OF SELECTMEN

BUDGET: Tax Collector

Transfer \$200.00 from category Other payroll to category Advertising
(within budget) from # 1005-041-4135-000000-51600-00000
to # 1005-041-4135-000000-55400-00000

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

Other \$ _____

Explanation:
Extra billing created extra expense in legal ads.
This includes Supplemental MV sold as well as Tire ads.

Lois Brunell Signature
Tax Collector Title
12/2/22 Date

By: Eremita

Seconded: Morra

Voting:

For: Morra, Eremita, Sawyer, Teller, DePietro

Against: None

Abstain: None

D. Report and Update on Trails Committee

Rupert: We did look at the parking area nearest Bolton Collision with Gwen Marrion and she recommends we do not follow through with that location because it would have a negative impact on the business. It would have a detrimental effect for the business to have vehicles out there to be well seen that are for sale. Marrion recalled we own another parcel uphill and west of Munson's. That may be an opportunity for a parking area to gain access to the trails. Rupert will be meeting with Joe Dillon and do a site visit to see what possibilities that has for us. In a recent communication Marrion informed us there was a recent announcement for a trails grant and grants have to be submitted by the end of February.

8. Ongoing Business:

A. Update: Alexandra Miller-Davey Presentation for Bolton High School Trail Project

Sawyer: Miller-Davey gave a presentation of her idea for this project previously and we sent her away with a list of questions to be answered.

Alexandra Miller-Davey was present. She took a look at the wetlands map, went to the high school and walked around where the trail would go. She presented the GPS track of that site visit. Her map shows the wetlands, where the trail would be, and where this trail stems off the cross-country trail. Property lines are also shown. She is looking to make this a loop trail that is .03 miles. The starting point is behind the detention pond behind the high school. The terrain has a bit of dense sapling growth, fairly steep but easy to walk. It goes down the hill on dirt with few rocks. Going back up the hill there are some switchbacks and continues to the starting/ending point. Require a bit of benching on the switchback. Otherwise, mostly require raking. The trail will be blazed. She has an advisor through her school but that person will not help her on the trail. Her dad will help her on the trail. No power equipment will be used. Municipalities are not responsible for injuries during recreational activity on their land according to her insurance. Sawyer: Will Miller-Davey need/have insurance while building the trail? Miller-Davey: This is sort of a school sponsored activity as the students have to do a personal project. Sawyer: Asked Miller-Davey to have her advisors speak to Rupert to finalize some of these questions.

Morra: This seems like a nice ride. What is the width of the path? Miller-Davey: One and one half to two feet. This would be a single-track.

Teller: A person would unload a bike from a vehicle from the parking lot and accessing the path via the cross-country trail. Will bicycles riding on a portion of the cross-country trail be a question about maintenance of that trail? Miller-Davey: Common etiquette would not have people riding the trail when it is wet to possibly cause ruts. That should not be an issue. Sawyer: We have a joint crew for maintenance of town and school buildings properties. Rupert: Has made a note to ask this question.

Sawyer: What is the timeline for getting approval of this? Miller-Davey: Technically, it is due at the end of the month which is now impossible but she would like to finish the

project. Sawyer: Present to your instructor the proposal, how far you have gotten with the project, and a construction timeline will that be acceptable? If you need a letter from the Selectmen's office or the Town Administrator let us know. Miller-Davey: Presenting her current progress with the project to her advisor will probably be acceptable.

DePietro: He has a difficult envisioning how this would benefit the town. Miller-Davey: Mountain biking can bring people willing to spend money in town. DePietro: We already have a number of trails in town. How will this particular trail be of benefit to anyone in Bolton? Miller-Davey: It could pave the way to see how mountain biking could work in Bolton to see if it would be viable to include more mountain biking trails in the future. This would be a multi-use trail with an emphasis for mountain bikes. That is why she appreciates the rugged terrain.

Morra: A mountain bike trail are more aggressive than the typical walking trail. Teller: Are there any mountain biking trails already in town? Sawyer: Not approved ones.

Motion: I move that the Board of Selectmen approve the plan from the student to construct a mountain bike trail the student behind the high school to be constructed in the spring with the proper Town staff involved along with her advisor.

By: Morra

Seconded: Teller

Discussion: Teller: He has concerns about liability. He is not opposed to it but he would abstain. If the town insurance carrier is okay with the project Teller would be okay with it. He has some discomfort with it as a minor constructing the trail but also once it is constructed we have altered the land there. It is true there is a statute that absolves landowners from injuries sustained during recreational activities conducted for free on the land. There is a question if the municipality constructs a trail that has a dangerous design whether that is free of liability. This brings him a level of discomfort that he could not approve this.

Morra: The caveat could be the Town's insurance company can review this to confirm the lack of town liability which is a concern of the BOS. It is a good idea if it works but we do not want to put the town in jeopardy. Keep working on the plan for your schoolwork. If it does not go forward it is because our insurance company does not allow it to go forward. DePietro: He objects to that. Sawyer: Confirmed Morra is changing the motion and Teller agrees with the change.

DePietro: It is not up to the insurance company if the BOS is to approve this or not.

Eremita: He would be okay with going forward with the planning and finding out about the rest of the details worked out. He does not feel he is in a position to approve this now. He is not inclined to vote in favor of the motion on the table because that would give permission to move forward with the project.

Morra: Will withdraw his motion and allow the BOS to craft a motion allowing Miller-Davey to move forward with the plan as it has been presented. The Town will do its due diligence as to what the town's liabilities are.

Sawyer: There is no motion at this time to approve the plan. There is interest by the Board but there is caution because it is a new form of recreational usage and the Town would like to do more due diligence. Morra: We will provide Miller-Davey with a letter that we have reviewed the plan with her and are researching various aspects of it that might impact the town. Teller: There is support for the concept but we have concerns various aspects of it. Miller-Davey: It would be great to have a letter from the BOS expressing support of the concept with due diligence pending from Bolton as to the insurance side of it. Sawyer: We are please Miller-Davey came before the BOS tonight. She improved on the presentation and provided answers to questions the BOS had at the previous meeting.

Resolution: I resolve the Board of Selectmen supports the concept of a mountain bike trail in the area behind Bolton High School by Ms. Miller-Davey and intends to evaluate the various issues of construction, placement, and insurance, etc. in the near future. The BOS commends Ms. Miller-Davey for her concept.

By: Teller

Seconded: Morra

Voting:

For: Morra, Eremita, Sawyer, Teller

Against: DePietro

Abstain: None

B. Reenactment

Sawyer: Rupert has had some meetings and discussions. Rupert: This is not really a reenactment; it is an encampment because no battle never took place at that location. Met with gentleman that is in charge of the regiment from Rhode Island. We talked about budget items. They are really beginning to work on this. We will be having a meeting with Arlene Fiano in the near future. We have to really move forward with the planning. There were a couple of asks from them that are financial in nature. We do not have current funding set aside for in the grant monies we receive for this event. Those asks added up to less than \$2k. They would like to do a distribution of rations and have some local tradespeople. They are looking for a budget to bring some of these tradespeople as part of the program. We believe there are funds available in the Founders' Day fund that the BOS would have to approve. The encampment will take place in October 2023 on the Heritage Farm. The Heritage Farm commission is in support of this.

Sawyer: The Founders' Day fund was established six to seven years ago. Small amounts of money was put into it to have some monies for the 300th anniversary and to create some lasting monuments or mementos besides one-time events. We now have the story boards which were paid for with a grant from the National Park Service. Some money remains in that account. Rupert: We believe this use of funds from that account meet the criteria but it does have to be approved by the BOS.

Teller: Does not have a problem with this and the use of funds from that account. He would like this event to be publicized that the encampment is part of the 300th celebration that never ended. Eremita and Morra agreed with Teller's comment.

Rupert: These folks are a French regiment from Rhode Island. They are very excited to have an encampment in a place that Rochambeau camped.

Teller: It is a good way to raise the profile of the farm as a Rochambeau historical site. The money has to be there before we can support it. Sawyer: It also fits the scope of the way the BOS has looked at the archeological dig and looking at the farm as a living, historical site. Particularity this is a French regimental unit. They have done this a number of times. They are very excited to be on a site that French troops were.

C. Consider and Act on Administrative Officer Contract

Sawyer: We are getting close with the contract. She asked the BOS if this agenda item can be placed on the December 20, 2022, meeting agenda for review and voting on it. Members agreed to this suggestion.

D. Discussion about Posting Sale of Brush Truck

Sawyer: The old brush truck evaluation and market value was included in the packet.

Rupert: We have a process we go through when we are selling such items. This is not a run-of-the-mill vehicle. This will go out for bid or for auction. We had someone evaluate the vehicle. We have an evaluation from the professional that has a high and low valuation that is about \$9k. We do want to set a reserve so we hit a minimum number. Does the BOS want to go with the high end, median, low end valuation and are you comfortable with the process? There is a lot of interest after having this on the Town website for a couple of weeks. If we do meet our reserve it gets sold and held locally. If we don't hit the reserve amount it can go out to a regional and national audience.

Sawyer: If we sell this locally we save dollars on advertising? Rupert: We have already gotten emails about this vehicle.

Eremita: There are a couple of caveats. It cannot be sold to a fire department within the United States. This was part of a FEMA grant; they replaced a fire apparatus that is deemed unsafe as fire equipment. Recommends we take the pump off of it. It is a fairly decent pump and worth some money. Since it can't be sold as a fire apparatus he does not see why we can't retain ownership of the pump. It could be used by Public Works or the Fire Department. Morra: Agrees with that. It is small and portable.

Eremita: A vehicle like this that has been restored to military shape goes for ~\$40k on the military scale at two. One that is in non-running condition is about \$5k. He would set a minimum of a \$10k. Teller: He was going to suggest \$12k. Eremita and Morra can agree with that amount. Rupert: This is less than the minimum, in the \$15k range, from the evaluation. The BOS members are okay with the reserve at the minimum amount from the valuation.

Sawyer: There is consensus for this vehicle to be advertised on the town website with a minimum bid of \$15k.

9. New Business:

A. Eagle Scout Trail project

Sawyer: This project by Shepard Livingstone has been postponed. He will come back to the BOS in January or February. He has working with his scout advisor.

B. Diversity and Inclusion Training: January 31st (morning) and February 7th (afternoon)

Rupert: They would like to do the training on January 30, 2023, and January 31, 2023, so they do not have to travel back and forth. This will be four hour in-person training. We are still engaging them about online training. The vendor would like to limit the class size to 30 people because these are engaging, interactive sessions. We will make it available to as many people as we can.

10. First Selectman's Report:

A. COVID-19

Sawyer: The variations are jumping in and out of households. Rupert: The flu is more of an issue right now.

B. Department of Revenue Services

Sawyer: At the CCM conference there was a discussion by the Commissioner of Revenue Services with a number of people from his department in attendance. The discussion was about grants from the infrastructure money, the federal dollars. After that meeting she had a discussion with the Commissioner about the needs Bolton has for the costs of Town Hall and the demolition of the Notch Road Municipal Center. As a small town how do we go forward looking for grants doing that kind of projects. He has the background along with someone on his staff that have the experience of building a new Town Hall. They will be coming to Bolton to give us their institutional knowledge on grants that are possible and what are some of the strategies as well as taking a look at the properties.

11. Administrative Officer's Report:

A. Monthly Report

Rupert reported the following:

12/05/22

December Meeting Highlights
From Interim Town Administrative Officer

- Held a meeting with CRCOG and their consultants regarding the LOTCIP grant application to be prepared to respond to DOT comments.
- Joe Dillon is looking at the drainage issues on Bayberry Lane. Lance and the Highway crew have added some curbing.
- TRIP grant application period is open and staff are meeting to discuss possible options for submittal. There are 8 towns in the CRCOG region that are eligible and 4 applications will be selected for funding.
- We have received the funding for the Connectivity Grant and will begin to order materials that have long lead times and plan for starting the project.
- We held our kickoff meeting with NOVUS for cybersecurity work.
- I continue to participate in apprenticeship training meetings which we are wrapping up with a report due to the CT Legislature in January.
- I attended and participated in the EHHD Finance Committee meetings and Board of Directors meetings.
- I attended the Hop River Trail Alliance meeting as the Bolton representative. They will be working on a trails grant for submission to place signage on the entire trail to assist in users locating where they. It will also assist first responders on the trail.
- Looking at possible submission for trail parking on Hop River Road just west of Munsons.
- I attended and participated in the CRCOG Policy Board meeting.
- Attended and participated in the CT Countryside meeting. Please see attached flyer which will be a tri fold brochure.
- We held a staff meeting and recognized staff in the Highway Department and Buildings and Grounds Department for exemplary service during staff shortages.
- The budget letter has been distributed requesting budgets be returned just before Christmas.
- Last weekend saw several programs with Stuff a Cruiser, Breakfast with Santa, Winter Fest and the tree lighting. Great job was done by all and the programs were a success.
- We held the first CAPA meeting the second meeting will be next week.
- Continue to work on trash proposals with Attorney Barger.
- Barbara Amodio sent an email with some questions regarding road safety at crosswalks and road diets. I asked CRCOG to provide some comments. The feedback was that road diets are really only applied when lane width is over 11 feet. And if BOS agrees that crosswalks should be painted we can send a letter to DOT.

Respectfully Submitted, James Rupert

B. Other

Sawyer: Shout out to the fire department, the auxiliary, and the students that volunteered at breakfast with Santa. They did a great job in decorating the fire truck. When Santa arrived, the lighting of the tree, singers from Bolton High School sang carols and holiday songs at the gazebo. There were many young families present.

Eremita: Changed his party to Unaffiliated. For personal reasons he had to make the change.

12. Adjournment:

Motion: I move the Bolton Board of Selectmen adjourn at 9:20 p.m.

By: DePietro

Seconded: Morra

Voting:

For: Morra, DePietro, Sawyer, Eremita, Teller

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.