BOARD OF SELECTMEN

TUESDAY, JUNE 7, 2022 REGULAR MEETING 7:00 P.M. IN-PERSON AND VIRTUAL *IMMEDIATELY FOLLOWING THE BOLTON HERITAGE FARM REPORT TO THE BOARD OF SELECTMEN AT 6:15 P.M.

The Board of Selectmen held their regular meeting on Tuesday, June 7th with First Selectman Pam Sawyer presiding. Also, in attendance were selectmen: Robert Morra, Mike Eremita, Adam Teller, Robert DePietro; Interim Administrative Office Jim Rupert and Kathy McCavanagh and Fire Chief Bruce Dixon. Resident Trooper Jake Messier.

MINUTES

Members of the public included: Arlene Fiano, Rhea Klein, Amanda Gordon, Jeff Scala and Nick from the CVC channel.

1. Call to Order.

P. Sawyer called the meeting to order at 7:09 p.m. and the pledge of allegiance was done.

2. Public Comment.

Arlene Fiano discussed the reenactment event which has been cancelled a number of times over the past 2 years due to COVID and then postponed a final time recently due to Steve Carol leaving. A new group of actors has been asked to showcase the Washington/Rochambeau route and we will also have funding from the National Park Event grant. Arlene asked that we move the reenactment to 2023 with a date in late summer or fall TBD with a new group of actors.

Motion: I move the BOS allow BHF to move forward with a new group of actors for a reenactment program for the town in 2023.

By: R. Morra 2nd: M. Eremita

Vote:

Yes: R. Morra, M. Eremita, A. Teller, R. DePietro, P. Sawyer

No: None Abstain: None

Motion: I move the BOS allow Jeff Scala (Temporary Public Building Commission) be added to the agenda here at #4 to give us an update on their progress and go over their handouts.

By: R. DePietro 2nd: M. Eremita

Vote:

Yes: R. Morra, M. Eremita, A. Teller, R. DePietro, P. Sawyer

No: None Abstain: None

3. Approval of Minutes.

Motion: I move the Board of Selectmen accept the minutes dated May 3, 2022, May 11, 2022 and May 23, 2022 as submitted.

By: A. Teller 2nd: M. Eremita

Vote

Yes: R. Morra, M. Eremita, A. Teller, R. DePietro, P. Sawyer

No: None Abstain: None

4. Appointments and Resignations.

J. Scala - Temporary Public Building Commission - Discussion

A design build solicitation for the FD as well as a professional engineering/architectural services RFP for the FD along with a list of questions were included with the packet sent out before the meeting. The Temporary Public Building Commission would like the BOS to review all of this so they can get these out to the public.

Questions they forwarded include:

- 1. Do these documents need to go before our attorney before we make them public.
- 3. Where are we posting these?
- 5./6. Who receives the bids and any questions on the bids?
 - 7. Remove this question. Is there a protest period needed (5 days?) after a specific contractor is selected?
 - Per A. Teller we are not required to have a protest period.
 - R. DePietro- asked if a police headquarters was to be added into these designs. J. Rupert said it was originally in the design proposed by the UCONN students but there is no space and we are very limited to what we can build on the current FD site as leaching fields are in the way.
 - 8. Non-collusion agreement BOS is okay with this.
 - 9. Insurance Requirements?
 - 10. Signatures required on the forms?
 - J. Rupert suggested that the BOS review the documents and questions then a meeting of the Facilities and Public Safety Committee will meet to make recommendations. Look to schedule a daytime meeting w/J. Scala included.

Was the school a design-build project?

Current FD building has some deterioration – a water issue under the vent fans is causing bricks to deteriorate. New roof in 2000. This and other issues should be taken into consideration for these RFP's.

5. Reports & Updates.

- A. Properties and Facilities Report.
- a) Consider and Act on Bolton Notch/Freja Park No Parking Sign For Wall Street.

GPS shows the path to Bolton Notch State Park & Freja Park is through the woods off Wall Street. People are parking on Wall Street and walking through people's yards near the end of the cul-de-sac to get to the woods. No trespassing signs should be put up by the homeowners. Request for no parking signs be put up by town.

Motion: I move the Board of Selectmen approve two (2) No Access to Bolton Notch State Park/Freja Park signs – one at the beginning of the street and one at the cul-de-sac end.

By: M. Eremita 2nd: A. Teller

Vote:

Yes: R. Morra, M. Eremita, A. Teller, R. DePietro, P. Sawyer

No: None Abstain: None

b) Consider and Act on 15 Vernon Road, Blind Driveway and Possible Speed Limit Sign.

Jim has not been out to view this yes. Homeowner is requesting Blind Driveway sign and speed limit signs if possible be put up. Before any signs can be put up we would have to determine this is necessary and contact call before you dig. We are also talking about moving the speed sign to that area so residents can see what speed they are doing. Safe Streets initiative will start when school gets – reminding people children are out of school and to pay attention. This will go on through the end of June. Our troopers will receive OT for traffic enforcement throughout the rest of the month for this. Vernon Road is one place we can have them concentrate.

Motion: I move the Board of Selectmen table this discussion about Blind Driveway and Speed limit signs until the

next meeting.

By: R. Morra 2nd: M. Eremita

Vote:

Yes: R. Morra, M. Eremita, A. Teller, R. DePietro, P. Sawyer

No: None Abstain: None

c) Cemetery Maintenance.

This has been an ongoing issue. We have a new maintenance crew now working for us. Kathy and Jim checked out Bolton Center Cemetery on Monday this week and the mowing and maintenance has significantly improved since Memorial Day. They were starting to work on Quarryville this morning so we will go back and check on that one. G&G Property Services has been very good to work with and very good to communicate with us and open to our suggestions.

Dirt pile next to the fence line of the church will be moved in the near future. The Veterans Flag us up and lit up at night at Quarryville.

B. FY 21 Budget Report.

A. Current Budget – typical for this time of year. Still have bills coming in but compared to last year department heads have been carefully spending what we have entrusted them with and not going over budget.

C. Budget Transfers.

We are <u>removing</u> one budget transfer: \$650 from the Fire Department Budget, Communications to Other Services.

Budget Transfers:

Building & Land Use:	\$10,000 from Reg. Payroll	to	Prof. Tech. Svcs
Building & Land Use:	\$12,000 from Reg. Payroll	to	Other Payroll
Building & Land Use:	\$500.00 from Supplies	to	Office Supplies
Planning & Zoning	\$500.00 from Supplies	to	Advertising
Zoning Bd Appeals	\$250.00 from Supplies	to	Advertising
Seniors	\$500.00 from Other Payments	to	Other Professional Svcs
Seniors	\$125.00 from Other Payments	to	Supplies
Highway	\$15,000 from Tree Trimming	to	Gas and Diesel
Highway	\$650.00 from Road Repairs	to	Catch Basin Cleaning
Administration to Fund Bal	\$19,000 from Prof Tech Svcs	to	Separation Fund
Administration	\$4,000 from Prof Tech Svcs	to	Furniture
Administration	\$1,512 from Prof Tech Svcs	to	Other Tech Svcs
Administration	\$3,100 from Prof Tech Svcs	to	Other Supplies
Fire Commission	\$1,000 from Medical	to	Equipment
Fire Commission	\$1,350 from Prof Education	to	Equipment
Fire Commission	\$900.00 from Medical	to	Fire Security
Fire Commission	\$2,900 from Other Prof Svcs	to	Fire Security
Fire Commission	\$2,800 from Payroll	to	Equipment
Tax Collector	\$1,726 from Other Payroll	to	Printing & Binding
Tax Collector	\$320.00 from Dues & Fees	to	Printing & Binding
Tax Collector	\$342.22 from Office Oper Supp	to	Printing & Binding

Motion: I move we approve the budget transfers as presented.

By: M. Eremita 2nd: R. Morra

Vote

Yes: R. Morra, M. Eremita, A. Teller, R. DePietro, P. Sawyer

No: None Abstain: None

A Teller asked about the SCBA bottles the FD is purchasing. He thought we weren't purchasing any until next year. B. Dixon replied that the FD will buy some this year, next year and so on so that they replaced all of them on a rotating cycle so we're not having to replace them all at one time at a huge cost. J. Rupert reported that he's asked the Chief for a spreadsheet with the number of bottles, dates and pressure numbers so we can keep track of it all. According to Chief Dixon there are 51 bottles that will all need to be replaced by 2028. Last November the purchase price was \$1179/bottle the current price is \$1450/bottle. If we spread out the purchase we can do approx.7 bottles a year. SCBA replacement bottles are not covered under grant funds. You have to buy the complete SCBA paks for the grant to cover them.

6. Ongoing Business:

A. Review Cannabis Ordinance with Review Board Info Added.

Page 4 F5 – Town name needs to be changed from Town of Woodbridge to Town of Bolton. BOS needs to further review and make sure there are no other changes and then it will have to go back to public hearing.

B. Discuss Veteran's Commission.

P. Sawyer would like to get the Veteran's Commission started. Number of people on the committee was discussed and it was decided that a max of 7 and minimum of 5 people should be on the board. 4 Veterans and 3 others or 3 and 2. Need to work on a mission statement for the next BOS meeting. Personnel subcommittee will need to discuss this commission more.

7. New Business.

A. Consider and Act on Pay Raises for Non-Union Staff.

Motion: Since the budget was not passed this evening I move the BOS table this discussion to a future meeting after the budget has been approved.

By: R. Morra 2nd: A. Teller

Vote:

Yes: R. Morra, M. Eremita, A. Teller, R. DePietro, P. Sawyer

No: None Abstain: None

M. Eremita brought up the Strawberry Festival the weekend of June 17 and 18 and requested that we look at paying our FD volunteers that work events when the events are FOR PROFIT ONLY! We could give them credit for being there so they could get paid their stipend. We should look at the Committee fee process for next year. The base fee structure collected by the Town should cover the cost of the FD to be at these events.

B. Consider and Act on Mil Rate for Motor Vehicle Tax and Due Date.
 Motion: I move the Board of Selectmen approve the due date of July 1st and cap the mil rate at 32.46 for motor vehicle tax bills.

By: R. Morra 2nd: R. DePietro

Vote:

Yes: R. Morra, M. Eremita, A. Teller, R. DePietro, P. Sawyer

No: None Abstain: None

Motion: I move the Board of Selectmen approve to add C, D and E on this agenda.

By: R. Morra 2nd: M. Eremita

Vote:

Yes: R. Morra, M. Eremita, A. Teller, R. DePietro, P. Sawyer

No: None Abstain: None

C. Budget Transfer Authorization.

Motion: I move the Board of Selectmen authorize Jim Rupert to make budget transfers up to \$5,000 until the end of the fiscal year.

By: M. Eremita 2nd: R. Morra

Vote:

Yes: R. Morra, M. Eremita, A. Teller, R. DePietro, P. Sawyer

No: None Abstain: None

• At this point Trooper Jake Messier joined the meeting.

D. Indian Notch Port-A-Let Rental.

Motion: I move the Board of Selectmen authorize the 3 month rental of a port-a-let to be put at Indian Notch park and then revisit the rental of said port-a-let after Labor Day.

Park is not slated to open until June 24th. Memorial Day weekend was hot and 50+ people were seen at INP even though it was closed. Dog walkers use the park continuously and others as well. There are no bathroom facilities open until the park opens and people have been going to the bathroom in the woods. Resident requested a portalet be put in for use. No trespassing signs are being ignored and Troop K is not in a rush to send someone out if people are at the park and neither of our Troopers is on. Need to increase Trooper patrols and enforce the no trespassing signs.

By: R. Morra 2nd: M. Eremita

Vote:

Yes: R. Morra, M. Eremita, A. Teller, R. DePietro, P. Sawyer

No: None Abstain: None

E. Grant Approval for Fire Department.

Motion: I move the Board of Selectmen authorize the Fire Department apply for the DEEP Forestry grant of \$5,000 (\$2,500 plus a match from the town of \$2,500).

By: M. Eremita 2nd: R. Morra

This grant can be used for equipment, training, and prevention.

Vote:

Yes: R. Morra, M. Eremita, A. Teller, R. DePietro, P. Sawyer

No: None Abstain: None

8. First Selectman's Report:

A. COVID-19.

No recommended actions to be taken at this time.

9. Administrative Officer's Report:

A. Monthly Report.

Couple of the big points from the past month:

- we are very short staffed at this time doing the best we can with the staff we have.
- meeting has been set up with the town engineer and Hemlock Construction regarding: Mark Anthony Lane bridge.
- 2nd trash cart bills have been sent out.

B. LoCIP Grant, Connectivity Grant.

The LoCIP grant has been applied for. It is in the review process and are waiting to hear back. The Connectivity grant - a 2^{nd} information meeting has been held. There was good communication and we addressed all their concerns and tree preservation. We have a \$3500 contract with Bartlett Tree Co. We are working on final plans to get funds.

C. Other.

Paving and grading are scheduled for the end of June. L. Dimock will be back on June 20th with no restrictions.

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

By: A.Teller 2nd: R. DePietro

Vote:

Yes: R. Morra, M. Eremita, A. Teller, R. DePietro, P. Sawyer

No: None Abstain: None

Need to do a review for Jim Rupert and need to do long-term contract as well.

10. Adjournment.

P. Sawyer adjourned the meeting at 9:00 p.m.

Respectfully Submitted,

Kathy McCavanagh

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