

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

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

Also present: Nick Lavigne

1. Call to Order:

By: Sawyer

Time: 7:00 p.m.

Place: Virtual

2. Public Comment:

No one was present to speak.

3. Approval of Minutes:

A. January 4, 2022 – Public Hearing and Regular Meeting

Motion: I move the Bolton Board of Selectmen accept the minutes of the January 4, 2022, Public Hearing and Regular Meeting as corrected.

With correction:

- Page 2, Public Comment – change “Karl Price” to “Carl Preuss”.

By: Eremita

Seconded: Morra

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

B. January 11, 2022 – Budget Workshop #1

Motion: I move the Bolton Board of Selectmen accept the minutes of the January 11, 2022, Budget Workshop #1.

By: DePietro

Seconded: Eremita

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

C. January 13, 2022 – Budget Workshop #2

Motion: I move the Bolton Board of Selectmen accept the minutes of the January 13, 2022, Budget Workshop #2.

By: DePietro

Seconded: Eremita

Voting:

For: Eremita, Sawyer, Teller, DePietro

Against: None

Abstain: Morra

4. Appointments

A. Temporary Public Building Commission

Sawyer: Eric Lunta was asked if he would be interested in serving on this commission as it is short of people. He agreed but the interest form has not been submitted. Sherry Philopena is being suggested as a full member from an alternate position.

Motion: I move the Bolton Board of Selectmen appoint Sherry Philopena as a full member of the Temporary Public Building Commission.

By: Morra

Seconded: Eremita

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

B. Branding and Placemaking Focus Group

Sawyer: An interest form was received from Kevin Drake who grew up in town. He lives on Birth Mountain Extension.

Motion: I move the Bolton Board of Selectmen appoint Kevin Drake to the Branding and Placemaking Focus Group.

By: Eremita

Seconded: Teller

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

5. Reports & Updates:

A. Properties and Facilities Report

Rupert: At a recent meeting the cemeteries were discussed about some improvements that are being worked on. Grant funding is being accepted to install a flag pole at Quarryville Cemetery.

Morra: A section of the North Cemetery driveway has deteriorated due to a row of pine trees on an abutting property. The trees have been taken down and the stumps are to be removed in the spring. The gravel portion of the driveway will be repaved. We also talked about a gate entryway into the lower part of the cemetery at the Center; we are waiting to hear back from Tom Manning to get permission.

Sawyer: Asked Rupert to ask about possibly having identifying signs installed on the cemetery properties.

B. FY 21 Budget Report

Rupert: The budget is on track with spending in the 50% - 60% range. At 98.27% on the Tax Collector's report we are in good shape. Eremita: We never shoot for 100%, rather 98%.

C. Budget Transfers

Sawyer: Outlined the requested budget transfer represented below:

BUDGET: Economic Development

Transfer \$ 80 from category Office Op & Supp to category DUES + FEES
(within budget) from # 1005-041-4173-000000-36100-000000
to # 1005-041-4173-000000-58100-000000

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

Other \$ _____
Explanation: To pay for the cost of the Tolland County Chamber of Commerce that was under-funded in the budget.

Signature

Title

Date

BUDGET: Security

Transfer \$ 5,110 from category Repair/Maint. Services to category Personal Equipment

(within budget) from # 1005-044-5922-000000-543-000000
to # 1005-044-5922-000000-54100-000000

Transfer \$ _____ from Budget _____ to Budget _____

from category _____ to category _____

from # _____-000000-_____000000

to # _____-000000-_____000000

Other \$ _____

Explanation: Purchase of anti-theft devices to protect 10 and 20 passenger vehicles (catalytic converters). Requires use of supply line item rather than a service line item.

CM Signature
Director Title
4/11/22 Date

BUDGET: Emergency Management/Building + Land Use

Transfer \$ _____ from category _____ to category _____

(within budget) from # _____-000000-_____000000

to # _____-000000-_____000000

Transfer \$ 1440 from Budget Building + Land Use Budget Emergency Mgmt

from category Payroll to category Payroll

from # 1005-044-4151-000000-5160-000000

to # 1005-042-4223-000000-5160-000000

Other \$ _____

Explanation: The Emergency management salary is 140% of the Interim Town Administrator's salary. As a result of the Selectmen's salary increase for the Town Administrator, more money is needed for the Emergency management's salary line.

Signature

Title

Date

BUDGET: Tax Collector

Transfer \$200.00 from category Other Payroll to category Prof. Educational Training
(within budget) from #1005-041-4135-000000-51620-00000
to #1005-041-4135-000000-51200-00000

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

Other \$ _____

Explanation: Need to add to Professional Training for Acheigh's Tax Collector's course.

Signature

Title

Date

BUDGET: Fire Commission

Transfer \$500.00 from category Professional Ed. Training category Office Operations
(within budget) from #1005-042-5262-000000-53200-00000
to #1005-042-5262-000000-56120-00000

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

Other \$ _____

Explanation: Need to Office Supplies to update files - \$500.00
pals, notebooks, hanging files, file folders, Toner cartridges.

[Signature] Signature
Fire Chief Title
1-31-2022 Date

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

By: Eremita

Seconded: Morra

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

6. Ongoing Business:

A. Discussion about Additional Budget Workshops and Possible Dates

Rupert: There is a meeting scheduled for Thursday that will have us getting through the balance of the budgets. Next week will be used to put together minutes and the budget book for discussion with the BOS. Members will receive a hard copy of the book.

B. Other

None

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: Teller

Seconded: Eremita

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

8. First Selectman's Report:

A. COVID-19

Sawyer: There was a Command meeting on Monday – our numbers are going down. One discussion was about the high rate of vaccination among adults but we are lower than the State average for 5 – 12 year olds. The State Health Department has been asked to put together a clinic to get those numbers up.

Rupert: We received another set of kits and masks for the schools. We will try to do a more low key distribution by having people come by Town Hall for pick up. Some kits were donated to Carrie so she does not have additional need for the most vulnerable population. We are keeping some in inventory for staff and first responders.

B. Bond Council Bid

Sawyer: It may be possible to find savings in Bond Council if we go out to bid. Rupert: We have a current agreement that does not have an end date; either party can get out of the agreement. Teller: How long has it been since we have gone out to bid? Morra: At least a decade. Rupert: Jill feels the current bond council has history with the town and that does have value. There are two firms interested in giving bids. Teller: What do we pay for an hourly rate? Rupert: Will get that number for the BOS. Teller: Assumes the existing council will want to bid again since they bid in August. It is not necessarily the lowest rate that we want. Sawyer: Sometimes the work is passed off to assistants or junior members or others keep on the work to the end. Teller: The partner sending the letter does not mean they are doing the work especially if it is a blended rate.

C. Other

Sawyer: A resident contacted her to ask that the BOS revisit having taxes paid two times per year. This has come up a few times. Bolton is one of the few towns that collects taxes once per year. Towns notify you once with a tax bill but you can pay in two installments. DePietro: It was determined in the past that the cost to the town of issuing two bills exceeds any benefit. Eremita: This was talked about 30 years ago. When interest rates are high it is a lot of money the town was making by having one tax payment. When budget

increases of 2% fail, receiving 1% interest is a lot of money. We would never be able to recoup that money if we go to two payments. Teller: Agrees with what Eremita said. This was addressed on the Charter Commission. If we notice once and someone forgets to make the second payment they are hit with the interest penalty. It is an expense to produce two notices with two processing phases. Most people with mortgages pay throughout the year anyway. Those that don't should know that the payment is coming.

Sawyer: Should we put this forward as a question on bulletins or save it and put on the referendum? Eremita: Does not want to do either of those. We cannot afford to lose what we gain from the one payment. It's a matter of budget. Teller: We just saw that we have 99% of taxes collected. Morra: We have battled with this for years on both ends. We've looked at the numbers and the collections are there. You have to adjust for those hard times and have the discipline to budget. The margins in the budget are very tight.

There was no consensus to move forward with this matter.

Bolton 300th

Sawyer: Flags will be put up along the parade route with the fire department's assistance.

Memorial Day Parade:

Sawyer: What is the feeling for holding the parade this year? John Toomey has proposed it be held this year. Morra: Is happy to assist Toomey with setting it up. Teller: Has no strong feelings either way. Right now it looks like it will be okay to hold this. DePietro: Suggests leading off the parade with a tractor pulling a trailer. Sawyer: It will be requested that no candy be thrown. This is about memory, memorial, and respect.

9. Administrative Officer's Report:

A. Monthly Report

Rupert: Letters were sent to the Marc Anthony Road residents with zero responses. Teller: Can we ask the UConn Engineering School for students to work on the project? The street residents have to pursue this but we can help them. Rupert: Teams of students have worked on projects for the Town for two years now. This year they are working on how to get a water line in from Manchester to Bolton Notch. Any plans the students work on cannot be stamped because they are not Professional Engineers. Eremita: There needs to be a long-term solution. DePietro: Heard from a resident who lives on the road and she is concerned about the costs. They are spending a bit of money on lawyers right now. Be aware the residents are trying on their side. Rupert: They have been responsive from the beginning. The Town is not in a position to do more; we have spent thousands of dollars with the engineering and oversight of the construction of the temporary bridge. He gets the sense the residents understand the limitations of the town. The lines of communications are open. Teller: There is a mechanism where they could have a private district that would float a bond with a caveat on each property to pay the cost over 20 – 30 years. Rupert: When we communicate with UConn we can put this project forward to the program in the fall and see if it is chosen. What is most needed is to do the hydrologic calculations for the drainage. This is the piece that would save them the most amount of money. And then have a registered professional certify the accuracy of the calculations.

Sawyer: Hears that the consensus of the BOS is to put this on as a project for the fall to the UConn Engineering School. Rupert: He will let the professors know we would like this to be considered. Eremita: The people cannot take this as a guarantee. The students may

choose something else.

B. Other

Sawyer: A letter was received letter requesting the BOS approve the Bolton Road Race for March 13, 2022.

Motion: I move the Bolton Board of Selectmen approve the Bolton Road Race for March 13, 2022.

By: DePietro

Seconded: Morra

Discussion: Teller: Are there any issues with the date for town staff? Rupert: Not that we can see; this race normally has very little effect on staff.

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

Sawyer: on February 26, 2022, Winterfest that is happening at Heritage Farm sponsored by the Land Trust. It will take place from 1:00 p.m. – 4:00 p.m. with many fun outdoor winter activities.

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

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

By: Morra

Seconded: Eremita

Voting:

For: Morra, Eremita, DePietro, Sawyer

Against: None

Abstain: Teller

The BOS entered executive session at 8:03 p.m.

The BOS exited executive session at 8:33 p.m.

Motion: I move the Town Administrative Officer should contact Attorney Barger and request a draft contract be created for the Highway Supervisor to provide consulting as necessary to the Town at a rate of forty dollars per hour. The contract should specify that it is based on need and would be at the discretion of the Town. There is no guaranteed minimum number of hours and the work performed would be as an independent contractor.

By: Teller

Seconded: Morra

Voting:

For: Morra, DePietro, Sawyer, Teller

Against: Eremita

Abstain: None

11. Adjournment:

Motion: I move the Bolton Board of Selectmen adjourn at 8:38 p.m.

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.