

## Town of Bolton

### Voucher Detail Listing

Fiscal Year: 2022-2023      Voucher Batch Number: 1288      02/10/2023

Vendor Remit Name  
Description

A.D.B. CONSTRUCTION & SEPTIC CORP

Check Group:

WASTE WATER REMOVAL

13527	1	230909	1005.043.4303.000000.54411.00000	Amount
12/28/2022			Waste Water Removal - H. W.	\$620.00

Check #: 13023

PO/InvoiceTotal: \$620.00

Check Group:

PUMP OUT WASTE WATER

13526	1	231004	1005.043.4303.000000.54411.00000	Amount
1/18/2023			Waste Water Removal - H. W.	\$620.00

Check #: 13023

PO/InvoiceTotal: \$620.00

ACT GROUP

B8459

Vendor Total: \$1,240.00

Check Group:

COPIER MAINTENANCE 1/22-4/21/23

187014	1	0	1005.043.4399.000000.54300.00000	Amount
1/19/2023			Repair & Maint. Services - Town Build. Oper.	\$34.65

CONTRACT OVERAGE 10/22/22-1/21/23

187014	1	0	1005.043.4399.000000.54300.00000	Amount
1/19/2023			Repair & Maint. Services - Town Build. Oper.	\$54.60

Check #: 13024

PO/InvoiceTotal: \$89.25

ACTIVE 911, INC

Check Group:

ALERTING SUBSCRIPTION - 50 UNITS

464324	1	231051	1005.042.4203.000000.55300.00000	Amount
1/11/2023			Communications - Fire Comm.	\$750.00

Check #: 13025

PO/InvoiceTotal: \$750.00

ANTHEM LIFE

Check Group:

Vendor Total: \$750.00

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Vendor Remit Name Description

Voucher Batch Number: 1288

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TOWN LIFE INSURANCE - FEB 2023

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
1	0		8587613	1005.041.4141.000000.52100.00000	\$194.16
			1/18/2023	Life Insurance - Empl. Bene	

Check #: 13026

PO/Invoice Total: \$194.16  
Vendor Total: \$194.16

ARAMARK

T1253

Check Group:

MED. NAVY HENLEY SHIRTS ITEM #23475

5	230679		25245470	1005.043.4399.000000.56930.00000	\$99.95
			1/19/2023	Uniforms - Town Building Oper.	

EMBROIDERY

5	230679		25245470	1005.043.4399.000000.56930.00000	\$10.00
			1/19/2023	Uniforms - Town Building Oper.	

Check #: 13027

PO/Invoice Total: \$109.95  
Vendor Total: \$109.95

ASPLUNDH TREE EXPERT CO.

Check Group:

TREE CUTTING

1	230102		54K14023	1005.043.4303.000000.54304.00000	\$1,216.00
			1/13/2023	Tree Trimming - H.W.	

Check #: 13028

PO/Invoice Total: \$1,216.00

Check Group:

TREE TRIMMING & CUTTING

1	230791		54K14023.	1005.043.4303.000000.54304.00000	\$2,688.00
			1/13/2023	Tree Trimming - H.W.	

Check #: 13028

PO/Invoice Total: \$2,688.00  
Vendor Total: \$3,904.00

ATC GROUP SERVICES, LLC

Check Group:

O&M ASBESTOS TRAINING - B. MARTIN

1	230792		2480341	1005.043.4399.000000.53200.00000	\$325.00
			1/27/2023	Prof. Ed. Training - Town Building Oper.	

Printed: 02/07/2023 10:28:23 AM

Report: rptAPVoucherDetail

2022.3.14

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Description

Vendor #      QTY      PO No.      Invoice Date      Account      Amount

Check #: 13029

PO/InvoiceTotal: \$325.00

Vendor Total: \$325.00

BAKER & TAYLOR

Check Group:

3 BOOKS

1 0      5018156471      1005.045.4501.000000.56400.00000  
1/26/2023      Library Materials - Libr.

PO/InvoiceTotal: \$49.88

Vendor Total: \$17.08

Check Group:

1 BOOK

1 230910      5018123735      1005.045.4501.000000.56400.00000  
1/12/2023      Library Materials - Libr.

PO/InvoiceTotal: \$17.08

Vendor Total: \$26.36

Check Group:

2 BOOKS ON TAPE

1 231022      H63990480      1005.045.4501.000000.56400.00000  
2/1/2023      Library Materials - Libr.

PO/InvoiceTotal: \$26.36

Vendor Total: \$93.32

BEAVER SOLUTIONS LLC

Check Group:

FY 2023 ANNUAL MAINTENANCE AGREEMENT &  
GUARANTEE - DEMING RD CULVERT

1 0      23010045      1005.041.4107.000000.53300.00000  
1/26/2023      Professional/Tech Services - Admin.

PO/InvoiceTotal: \$400.00

Vendor Total: \$400.00

BECKER CONSTRUCTION CO.

Check Group:

T1333

Check #: 13031

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Vendor Remit Name

Description

Voucher Batch Number: 1288

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Vendor #	QTY	PO No.	Invoice Date	Account	Amount
	1	231031	39457	1005.043.4303.000000.56910.00000	\$841.43
			1/31/2023	Sand & Salt - H.W.	
				Check #: 13032	
				PO/Invoice Total:	\$841.43
				Vendor Total:	\$841.43
BOLLES MOTORS INC					
				Check Group:	
	1	0	315372	1005.043.4303.000000.56100.00000	\$85.13
			1/25/2023	Repair & Maintenance Supplies - H.W.	
				Check #: 13033	
				PO/Invoice Total:	\$85.13
				Vendor Total:	\$85.13
BRIAN CONTENTA					
				Check Group:	
	1	231015	4/4/23 TRAINING	1005.042.4201.000000.55010.00000	\$550.00
			1/23/2023	Other Contract - Police	
				Check #: 13034	
				PO/Invoice Total:	\$550.00
				Vendor Total:	\$550.00
BRIAN NYBERG					
				Check Group:	
	1	0	REFEREE	2970.045.4503.300103.53400.00000	\$52.00
			1/27/23 #1	Youth Basketball - Other Professional Serv.	
			1/30/2023		
	1	0	REFEREE	2970.045.4503.300103.53400.00000	\$52.00
			1/27/23 #2	Youth Basketball - Other Professional Serv.	
			1/30/2023		
				Check #: 13035	
				PO/Invoice Total:	\$104.00
				Vendor Total:	\$104.00



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Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BRODART CO.      T1259					
Check Group: ALPHABET SELF-STICK LABELS					
	1	0	617583 1/25/2023	1005.045.4501.000000.56120.00000 Office Oper. Supplies - Libr.	\$39.21
Check #: 13036					PO/InvoiceTotal: \$39.21
Check Group: 20 BOOKS					
	1	230846	B6552103 1/26/2023	1005.045.4501.000000.56400.00000 Library Materials - Libr.	\$354.85
Check #: 13036					PO/InvoiceTotal: \$354.85
Vendor Total:					\$394.06
CAAO					
Check Group: 2023 ANNUAL MEMBERSHIP DUES - K FISHMAN					
	1	0	2798 12/6/2022	1005.041.4131.000000.58100.00000 Dues & Fees - Assess.	\$70.00
Check #: 13037					PO/InvoiceTotal: \$70.00
Vendor Total:					\$70.00
CASELLA WASTE					
Check Group: T5210					
	1	0	3398174 12/31/2022	1005.084.8405.000000.54421.00000 Tipping Fees - Ref. Serv.	\$2,179.13
Check #: 13038					PO/InvoiceTotal: \$2,179.13
Vendor Total:					\$2,179.13
COMCAST.					
Check Group:					

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Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
HP INTERNET #5775	1	0	#5775 1/30-2/28/23 1/23/2023	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$115.35
FIRE DEPT TV - JAN 2022	1	0	#9727 1/1-1/31/23 12/19/2022	1005.042.4203.000000.55300.00000 Communications - Fire Comm.	\$140.56
FIRE DEPT TV - FEB 2023	1	0	#9727 2/1-2/28/23 1/19/2023	1005.042.4203.000000.55300.00000 Communications - Fire Comm.	\$150.07
Check #: 13039					
CONNECTICUT OCCUPATIONAL MEDICINE PARTNE					PO/Invoice Total: \$405.98
Check Group:					Vendor Total: \$405.98
MEMBER PHYSICALS	1	230448	257582 1/17/2023	1005.042.4203.000000.53400.00000 Other Professional Services - Fire Comm.	\$531.02
Check #: 13040					
CONNECTICUT RECREATION AND PARKS ASSOC.					PO/Invoice Total: \$531.02
Check Group:					Vendor Total: \$531.02
WORKSHOP REGISTRATION - T BRUDZ	1	0	26774 1/20/2023	1005.045.4501.000000.53200.00000 Prof. Educational Training - Library	\$45.00
Check #: 13041					
COTT SYSTEMS INC.					PO/Invoice Total: \$45.00
Check Group:					Vendor Total: \$45.00
MICROFILM CREATION	1	0	151034 12/30/2022	1005.041.4147.000000.53520.00000 Other Contracts - Town Clerk	\$11.70
E-VERIFY 11/28-12/20/22	1	0	151119 12/30/2022	1005.041.4147.000000.53520.00000 Other Contracts - Town Clerk	\$26.19

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Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
	1	0	151205 1/31/2023	1005.041.4147.000000.53520.00000 Other Contracts - Town Clerk	\$16.80
MICROFILM CREATION - JAN 2023					
Check #: 13042					
PO/InvoiceTotal: \$54.69					
Vendor Total: \$54.69					
DELTA MEDICAL, INC. Check Group:					
T1790					
OXYGEN REFILL	1	0	65541 12/24/2022	1005.042.4203.000000.56900.00000 Medical Supplies - Fire Comm.	\$45.60
Check #: 13043					
PO/InvoiceTotal: \$45.60					
Vendor Total: \$45.60					
EAST RIVER ENERGY Check Group:					
	1	0	1009087 TWN 1/23/2023	1005.043.4303.000000.56260.00000 Diesel & Gasoline - H.W.	\$3,174.29
Check #: 13044					
PO/InvoiceTotal: \$3,174.29					
Vendor Total: \$3,174.29					
ELECTRONIC MEASUREMENT LABS., INC. Check Group:					
T3285					
CALIBRATION OF MULTI GAS METERS	1	230682	60774 1/19/2023	1005.042.4203.000000.54302.00000 Fire/Security Maint. & Supply - Fire Comm.	\$570.29
Check #: 13045					
PO/InvoiceTotal: \$570.29					
Vendor Total: \$570.29					
ENGLAND TRUE VALUE HARDWARE Check Group:					

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Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
	1	0	JAN 2023 - HWY DEPT 1/31/2023	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	\$92.60
	1	0	JAN 2023 - PARK DEPT 1/31/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$538.51
	1	0	TRANS 780338 LIBRARY 1/31/2023	1005.045.4501.000000.56120.00000 Office Oper. Supplies - Libr.	\$15.78
Check #: 13046					
PO/Invoice Total:					\$646.89
Vendor Total:					\$646.89
EVERSOURCE.					
Check Group:					
	1	0	#2007 12/20-1/20/23 1/20/2023	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$477.78
	1	0	#2014 12/20-1/20/23 1/20/2023	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$502.12
	1	0	#2020 12/20-1/20/23 1/20/2023	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$432.13
	1	0	#2031 12/21-1/20/23 1/20/2023	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$46.54
	1	0	#2041 12/20-1/20/23 1/20/2023	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$44.14
	1	0	#2045 12/20-1/20/23 1/20/2023	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$386.09
	1	0	#2055 12/21-1/20/23 1/20/2023	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$50.88

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Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
	1	0	#2075 12/21-1/20/23	1005.043.4399.000000.56220.000000	\$44.00
			1/20/2023	Electricity - Town Building Oper.	
	1	0	#2086 12/21-1/20/23	1005.043.4399.000000.56220.000000	\$66.70
			1/20/2023	Electricity - Town Building Oper.	
	1	0	#2092 12/20-1/20/23	1005.043.4399.000000.56220.000000	\$755.73
			1/20/2023	Electricity - Town Building Oper.	
	1	0	#4029 12/21-1/20/23	1005.043.4399.000000.56220.000000	\$21.60
			1/20/2023	Electricity - Town Building Oper.	
	1	0	#4069 12/20-1/20/23	1005.043.4399.000000.56220.000000	\$95.38
			1/20/2023	Electricity - Town Building Oper.	
	1	0	#4071 12/21-1/23/23	1005.043.4399.000000.56220.000000	\$30.00
			1/23/2023	Electricity - Town Building Oper.	
	1	0	#6034 12/21-1/20/23	1005.043.4399.000000.56220.000000	\$44.72
			1/20/2023	Electricity - Town Building Oper.	
	1	0	#9098 12/21-1/20/23	1005.043.4399.000000.56220.000000	\$203.60
			1/20/2023	Electricity - Town Building Oper.	

Check #: 13047

PO/InvoiceTotal: \$3,201.41  
Vendor Total: \$3,201.41

GLOBAL INDUSTRIAL

Check Group:

HEAVY-DUTY SQUARE FOLDING TABLES

120073330  
1/26/2023  
Seniors Activities Exchange Account

\$417.21

Check #: 13048

PO/InvoiceTotal: \$417.21  
Vendor Total: \$417.21

GRAINGER

B3131

# Town of Bolton

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Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
<b>Check Group:</b>					
	1	0	9579198285 1/19/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$25.94
				Check #: 13049	
				PO/Invoice Total:	\$25.94
				Vendor Total:	\$25.94
<b>HIGHLAND PARK MARKET</b>					
<b>Check Group:</b>					
	1	0	03-21479 1/20/2023	1005.044.4427.000000.56010.00000 Supplies - Sen. Serv.	\$6.98
	1	0	03-875305 12/27/2022	1005.044.4427.000000.56010.00000 Supplies - Sen. Serv.	\$5.18
				Check #: 13050	
				PO/Invoice Total:	\$12.16
				Vendor Total:	\$12.16
<b>HOOPLA</b>					
<b>Check Group:</b>					
	1	230177	503311989 1/31/2023	1005.045.4501.000000.56400.00000 Library Materials - Libr.	\$392.49
				Check #: 13051	
				PO/Invoice Total:	\$392.49
				Vendor Total:	\$392.49
<b>IAAO</b>					
<b>Check Group:</b>					
	1	231063	RENEW 1/1-12/31/23 1/17/2023	1005.041.4131.000000.58100.00000 Dues & Fees - Assess.	\$240.00
				Check #: 13052	
				PO/Invoice Total:	\$240.00
				Vendor Total:	\$240.00

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Vendor Remit Name Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
JAMES E THORN					
Check Group:					
BASKETBALL REFEREE SERVICES 1/27/23 6:15PM	1	0	REFEREE 1/27/23 #1 1/30/2023	2970.045.4503.300103.53400.00000	\$52.00
Youth Basketball - Other Professional Serv.					
BASKETBALL REFEREE SERVICES 1/27/23 7:30PM	1	0	REFEREE 1/27/23 #2 1/30/2023	2970.045.4503.300103.53400.00000	\$52.00
Youth Basketball - Other Professional Serv.					
Check #: 13053					
PO/Invoice Total:					\$104.00
Vendor Total:					\$104.00
JOSEPH CAMPOSEO					
Check Group:					
BASKETBALL REFEREE SERVICES 1/28/23 11AM	1	0	REFEREE 1/28/23 #1 1/30/2023	2970.045.4503.300103.53400.00000	\$55.00
Youth Basketball - Other Professional Serv.					
BASKETBALL REFEREE SERVICES 1/28/23 12PM	1	0	REFEREE 1/28/23 #2 1/30/2023	2970.045.4503.300103.53400.00000	\$55.00
Youth Basketball - Other Professional Serv.					
Check #: 13054					
PO/Invoice Total:					\$110.00
Vendor Total:					\$110.00
JOSEPH TYLER PEZZINO					
Check Group:					
BASKETBALL REFEREE SERVICES 1/28/23 5PM	1	0	REFEREE 1/28/23 1/30/2023	2970.045.4503.300103.53400.00000	\$55.00
Youth Basketball - Other Professional Serv.					
Check #: 13055					
PO/Invoice Total:					\$55.00
Vendor Total:					\$55.00
JOURNAL INQUIRER					
Check Group:					

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Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
52-WK SUBSCRIPTION RENEWAL 2/16/23-2/15/24	1	0	2/16/23 RENEW 52 WKS 1/31/2023	1005.041.4107.000000.56120.00000 Office Oper. Supplies - Admin. Check #: 13056	\$291.72 PO/Invoice Total: \$291.72 Vendor Total: \$291.72
KLASSIC KREATIONS, LLC Check Group:					
COFFEE & CHOCOLATE PAIRING PROGRAM 2/13/23 6:30PM	1	231016	1890 1/18/2023	1005.045.4501.000000.53400.00000 Other Professional Services - Librar. Check #: 13057	\$319.00 PO/Invoice Total: \$319.00 Vendor Total: \$319.00
MACC Check Group:					
QUARTER 3 CONTRIBUTION - SOCIAL SERVICES PARTNERSHIP	1	230297	QTR 3 PYMT FY 22/23 2/1/2023	1005.044.4427.000000.55010.00000 Shared Services/MACC - Sen. Serv. Check #: 13058	\$2,000.00 PO/Invoice Total: \$2,000.00 Vendor Total: \$2,000.00
MANCHESTER SAFE & LOCK LLC Check Group:					
KEYS	1	0	81444 1/25/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper. Check #: 13059	\$73.00 PO/Invoice Total: \$73.00 Vendor Total: \$73.00
MIDWEST TAPE Check Group:					



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2 DVDs & 1 BCD	1	0	503258519 1/20/2023	1005.045.4501.000000.56400.00000 Library Materials - Libr.	\$68.72
4 AV MATERIALS	1	0	503291664 1/30/2023	1005.045.4501.000000.56400.00000 Library Materials - Libr.	\$89.96
Check #: 13060					
PO/Invoice Total:					\$158.68
Vendor Total:					\$158.68
MOHAWK SAFETY					
Check Group:					
SAFETY VESTS	1	0	133955 9/20/2022	1005.042.4219.000000.56010.00000 Supplies - Fire Marshal	\$60.00
Check #: 13061					
PO/Invoice Total:					\$60.00
Vendor Total:					\$60.00
MUNICIPAL EMERGENCY SERVICES					
Check Group:					
HELMET PARTS	1	230684	IN1810785 2/2/2023	1005.042.4203.000000.56930.00000 Uniforms & Supplies - Fire Comm.	\$1,140.00
Check #: 13062					
PO/Invoice Total:					\$1,140.00
Vendor Total:					\$1,140.00
MUNISTAT SERVICES INC					
Check Group:					
CONTINUING DISCLOSURE FILING OF 6/30/22 AUDIT & OPERATING DATA	1	0	FY 2022 AUDIT FILING 2/2/2023	1005.041.4117.000000.53300.00000 Professional/Tech Services - Finan.	\$1,000.00
Check #: 13063					
PO/Invoice Total:					\$1,000.00
Vendor Total:					\$1,000.00
NAPA AUTO PARTS					

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Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:					
BATTERY	1	0	0693-296013 1/11/2023	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	\$144.48
CORE DEPOSIT	1	0	0693-296013 1/11/2023	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	\$36.00
CORE DEPOSIT REFUND CHARGED ON INV #0693-296013	1	0	0693-296452 1/13/2023	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	(\$36.00)
TAILLIGHT LENS ASSEMBLY	1	0	0693-297951 1/24/2023	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	\$60.22
TAILLIGHT LENS ASSEMBLY REFUND	1	0	0693-297969 1/25/2023	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	(\$60.22)
OIL, FILTER & WINDSHIELD WASHER FLUID	1	0	0693-298051 1/25/2023	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	\$104.60
OIL FILTER	1	0	0693-298072 1/25/2023	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	\$2.70
Check #: 13064					
NATHAN L. JACOBSON & ASSOC, INC.      12272					PO/Invoice Total: \$251.78
Check Group:					
0968-0047 129 BOSTON TPKE - INSPECTION	1	0	95909 12/2/2022	2988.041.4151.415135.25000.00000 129 Boston Tpke.	\$809.21
SELECTMAN'S OFFICE - NPDES PHASE II	1	0	96083 1/25/2023	1005.041.4107.000000.53300.00000 Professional/Tech Services - Admin.	\$410.70
SELECTMAN'S OFFICE - GENERAL CONSULTATION	1	0	96084 1/25/2023	1005.041.4107.000000.53300.00000 Professional/Tech Services - Admin.	\$1,924.77
0963-0039 COMMUNITY CONNECTIVITY GRANT - STUDY	1	0	96085 1/25/2023	1005.041.4107.000000.53300.00000 Professional/Tech Services - Admin.	\$100.05
Vendor Total:					\$251.78

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02/10/2023

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
0963-0047 NATHAN HALE GREENWAY PARKING AREA - STUDY	1	0	96086	1005.041.4107.000000.53300.00000	\$366.85
0963-0050 LOTCIP APPLICATION - STUDY	1	0	1/25/2023	Professional/Tech Services - Admin.	
0968-0037 1100 BOSTON TPKE - STUDY	1	0	96087	1005.041.4107.000000.53300.00000	\$1,267.30
0C68-0051 271 HOP RIVER RD - STUDY	1	0	1/25/2023	Professional/Tech Services - Admin.	
1065-0009 176 GRIER RD, VERNON - REVIEW	1	0	96088	2988.041.4151.415124.25000.00000	\$867.10
SELECTMAN'S OFFICE - 0014 TOWN HALL EXPANSION LABOR	1	0	1/25/2023	1100 Boston Tpke./PL21-5 & 21-6	
			96089	2988.041.4151.415136.25000.00000	\$200.10
			1/25/2023	271 Hop River Road/PL-22-2	
			96103	2988.041.4151.415142.25000.00000	\$466.90
			1/25/2023	176 Grier Raod	
			V849532	1005.041.4107.000000.53300.00000	\$266.80
			1/25/2023	Professional/Tech Services - Admin.	
Check #: 13065					PO/Invoice Total: \$6,679.78
NORTH CENTRAL CONSERVATION DISTRICT					Vendor Total: \$6,679.78
Check Group: MONTHLY WETLANDS AGENT PAYMENT - FEB 2023					
		1	230112	1005.041.4151.000000.53300.00000	\$1,257.00
			2469	Professional/ Tech Serv - Build. & Land Use	
			2/1/2023		
Check #: 13066					PO/Invoice Total: \$1,257.00
ORKIN					Vendor Total: \$1,257.00
Check Group: T40835					
		5	231082	1005.043.4399.000000.54300.00000	\$648.00
			#2049628	Repair & Maint. Services - Town Build. Oper.	
			JAN23-JAN24		
			1/30/2023		
		7	231082	1005.000.0000.000000.18005.00000	\$907.20
			#2049628	Prepaid expenses - town	
			JAN23-JAN24		
			1/30/2023		
Check #: 13067					

# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1288      02/10/2023

Fiscal Year: 2022-2023

Vendor Remit Name  
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
PATRICE L CARSON					
Check Group:					
	28	0	W/E 1/29/23 2/5/2023	1005.041.4151.000000.53300.00000 Professional/ Tech Serv - Build. & Land Use	\$1,960.00
	28.5	0	W/E 2/5/23 2/5/2023	1005.041.4151.000000.53300.00000 Professional/ Tech Serv - Build. & Land Use	\$1,995.00
Check #: 13068					
PO/Invoice Total:					\$1,555.20
Vendor Total:					\$1,555.20
QUALITY DATA SERVICE INC.					
Check Group:					
	1	231058	2019-12953 1/26/2023	1005.041.4131.000000.56120.00000 Office Oper. Supplies - Assess.	\$315.00
Check #: 13069					
PO/Invoice Total:					\$315.00
Vendor Total:					\$3,955.00
Check Group:					
	1	231059	2019-12183 10/12/2022	1005.041.4131.000000.56120.00000 Office Oper. Supplies - Assess.	\$22.21
	1	231059	2019-12183 10/12/2022	1005.041.4131.000000.56120.00000 Office Oper. Supplies - Assess.	\$3.31
	1	231059	2019-12183 10/12/2022	1005.041.4131.000000.56120.00000 Office Oper. Supplies - Assess.	\$1.73
	1	231059	2019-12183 10/12/2022	1005.041.4131.000000.56120.00000 Office Oper. Supplies - Assess.	\$2.22
	1	231059	2019-12183 10/12/2022	1005.041.4131.000000.56120.00000 Office Oper. Supplies - Assess.	\$74.20
	1	231059	2019-12183 10/12/2022	1005.041.4131.000000.56120.00000 Office Oper. Supplies - Assess.	\$105.00

## Town of Bolton

### Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name Description

Voucher Batch Number: 1288

02/10/2023

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
255 FIRST-CLASS POSTAGE (CASS CERTIFIED RATES)	1	231059	2019-12183	1005.041.4131.000000.56120.000000	\$157.11
CREDIT FROM OVERPAYMENT ON ITEMS FROM FY 20/21	1	231059	2019-12183	Office Oper. Supplies - Assess. 1005.000.0000.000000.12200.000000	(\$300.00)
			10/12/2022	Accounts Receivable	
				Check #: 13069	
				PO/Invoice Total:	\$65.78
				Vendor Total:	\$380.78
SPRINGFIELD MUSEUMS					
				Check Group:	
2023 MUSEUM PASS RENEWAL	1	0	2023 LIBRARY PASS 1/26/2023	1005.045.4501.000000.56400.000000 Library Materials - Libr.	\$175.00
				Check #: 13070	
				PO/Invoice Total:	\$175.00
				Vendor Total:	\$175.00
STEPHEN HOPKINS, CPA, PC					
				Check Group:	
Auditing Services - FY 2022 FINAL BILLING COSTS	1	0	Bolton 01-23 1/31/2023	1005.041.4123.000000.53410.000000 Auditing Services	\$18,000.00
				Check #: 13071	
				PO/Invoice Total:	\$18,000.00
				Vendor Total:	\$18,000.00
TOWN OF MANCHESTER.					
				Check Group:	
FY 2023 PROBATE COST SHARE	1	0	FY 2023 PROBATE 1/27/2023	1005.041.4161.000000.55010.000000 Other Contracts - Probate	\$5,940.00
				Check #: 13072	
				PO/Invoice Total:	\$5,940.00
				Vendor Total:	\$5,940.00

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1288 02/10/2023

Fiscal Year: 2022-2023

Vendor Remit Name Description

Account Amount

Invoice Invoice Date

PO No.

QTY

Vendor #

TRAFFIC LOGIX CORPORATION

Check Group:

ELECTRONIC SPEED SIGN PARTS 1 0 SIN18875 1005.043.4303.000000.57500.00000 Road Repair - H.W. \$65.00

Check #: 13073

PO/Invoice Total: \$65.00  
Vendor Total: \$65.00

TREASURER - STATE OF CONN

Check Group:

NOMINEE AS GRANTOR/GRANTEE 1 0 JAN 2023 1005.000.0000.000000.20792.00000 Housing/Open Space/Rec Fee Exchange Account \$440.00

COMMUNITY INVESTMENT 1 0 JAN 2023 1005.000.0000.000000.20792.00000 Housing/Open Space/Rec Fee Exchange Account \$1,656.00

NOMINEE AS GRANTOR (ASSIGNOR OR RELEASOR) 1 0 JAN 2023 1005.000.0000.000000.20792.00000 Housing/Open Space/Rec Fee Exchange Account \$1,397.00

Check #: 13074

PO/Invoice Total: \$3,493.00  
Vendor Total: \$3,493.00

TREASURER, STATE OF CONNECTICUT.

Check Group:

HISTORIC DOC PRESERVATION - JAN 2023 1 0 JAN 2023 1005.000.0000.000000.20790.00000 Hist Doc Preservation Exchange Account \$368.00

Check #: 13075

PO/Invoice Total: \$368.00  
Vendor Total: \$368.00

TYCHE PLANNING & POLICY GROUP, LLC

Check Group:

ZEO OFFICIAL MONTHLY SERVICES - JAN 2023 1 230164 012\_2023\_01 1005.041.4151.000000.53300.00000 Professional/ Tech Serv - Build. & Land Use \$2,000.00

Check #: 13076

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1288 02/10/2023

Fiscal Year: 2022-2023

Vendor Remit Name Description

Account Amount

Invoice Invoice Date

PO No.

QTY

Vendor #

PO/Invoice Total: \$2,000.00  
Vendor Total: \$2,000.00

UR COMMUNITY CARES, INC.

Check Group:

QUARTER 3 CONTRIBUTION FOR FY 22/23

JAN-MARCH 2023  
2/1/2023

1 230394

1005.044.4427.000000.53400.000000

\$500.00

Other Professional Services - Sen. Serv.

Check #: 13077

PO/Invoice Total: \$500.00  
Vendor Total: \$500.00

VALK MANUFACTURING COMPANY .

Check Group:

T1088

SNOWFLOW CUTTING EDGES

101886-IN  
1/31/2023

1 230900

1005.043.4303.000000.56100.000000

\$2,060.00

Repair & Maintenance Supplies - H.W.

Check #: 13078

PO/Invoice Total: \$2,060.00  
Vendor Total: \$2,060.00

VERIZON WIRELESS

Check Group:

SENIORS TELEPHONE #1130

9925676997  
1/19/2023

1 0

1005.044.4427.000000.55300.000000

\$18.33

SENIORS TELEPHONE #5383

9925676997  
1/19/2023

1 0

1005.044.4427.000000.55300.000000

\$18.33

TOWN TELEPHONE #7775 B&G

9925676997  
1/19/2023

1 0

1005.043.4399.000000.55300.000000

\$26.77

TOWN TELEPHONE #3386 J RUPERT

9925676997  
1/19/2023

1 0

1005.043.4399.000000.55300.000000

\$50.41

TOWN TELEPHONE #1082 REC DEPT

9925676997  
1/19/2023

1 0

1005.043.4399.000000.55300.000000

\$40.01

Check #: 13079

## Town of Bolton

### Voucher Detail Listing

Voucher Batch Number: 1288      02/10/2023

Fiscal Year: 2022-2023

Vendor Remit Name  
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
T1169					
VILLAGE SPRING DISTRIBUTOR LLC					
Check Group: WATER DELIVERY					
	1	0	160527 - FIRE DEPT 12/27/2022	1005.042.4203.000000.56300.00000 Other Supplies - Fire Comm.	\$153.85
				Check #: 13080	
				PO/Invoice Total:	\$153.85
				Vendor Total:	\$153.85
					\$45.70
					\$45.70
WB MASON, CO INC					
Check Group: COPY PAPER & DATE STAMP					
	1	0	235645342 1/18/2023	1005.045.4501.000000.56120.00000 Office Oper. Supplies - Libr.	\$25.93
	1	0	235822217 1/25/2023	1005.045.4501.000000.56120.00000 Office Oper. Supplies - Libr.	\$18.14
	1	0	CM1536206 12/20/2022	1005.045.4501.000000.56120.00000 Office Oper. Supplies - Libr.	(\$12.79)
				Check #: 13081	
				PO/Invoice Total:	\$31.28
				Vendor Total:	\$31.28
W.H. PREUSS & SONS, INC.					
Check Group: TUBE FOR TIRE ON SPREADER					
	1	0	150957 1/30/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$16.10
				Check #: 13082	
				PO/Invoice Total:	\$16.10
				Vendor Total:	\$16.10
WHITE WAY LAUNDRY, INC.					
Check Group:					



# Town of Bolton

## Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name Description

Voucher Batch Number: 1288

02/10/2023

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
UNIFORMS	1	0	164265	1005.043.4303.000000.56930.00000 Uniforms & Supplies - H.W.	\$58.73
UNIFORMS	1	0	174031	1005.043.4303.000000.56930.00000 Uniforms & Supplies - H.W.	\$58.73
UNIFORMS	1	0	184844	1005.043.4303.000000.56930.00000 Uniforms & Supplies - H.W.	\$58.73
UNIFORMS	1	0	195091	1005.043.4303.000000.56930.00000 Uniforms & Supplies - H.W.	\$58.73
CARPETS	1	0	195091	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$16.18

Check #: 13083

PO/Invoice Total: \$251.10  
 Vendor Total: \$251.10  
 Grand Total: \$73,582.37

End of Report

**BUDGET TRANSFER REQUEST  
TO  
BOARD OF SELECTMEN**

BUDGET: Seniors

Transfer \$ 150.56 from category Office Operating Supplies to category Advertising

(within budget) from 1005 - 044 - 4427 - 00 - 5612 to 1005 - 044 - 4427 - 00 - 5540

Transfer \$ \_\_\_\_\_ from Budget \_\_\_\_\_ to Budget \_\_\_\_\_

from category \_\_\_\_\_ to category \_\_\_\_\_

from \_\_\_\_\_ - 0000 - to \_\_\_\_\_ - 0000 -

Other \$ \_\_\_\_\_

Explanation:

Newspaper ads for open positions

 Signature

Director Senior & Social Services Title

2/6/23 Date

Board of Selectmen

Approved

Comments:

_____
_____
_____
_____
_____

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

*Approved*  
*Tomas Rivas 2/6/23*

Date \_\_\_\_\_

*Town Meeting -*

4

RESOLUTION: Effective with the 7/1/2022 account balances, the Board of Selectmen allow certain Board of Education department specific revenues which are non-fiduciary in nature to be deposited into the school student activity accounts, which are fiduciary in nature and to allow any remaining unspent balances of these non-fiduciary funds to be carried over from year to year. A listing of the sources and uses of these non-fiduciary funds must be presented to the Board of Education Chair (or their designee), the Superintendent of Schools, First Selectman (or their designee), and the Town Administrator for review and approval by October 1 every five years. All individuals acting on behalf of their board must agree on the approvals. Any new revenue sources or changes in approved uses that occur during a fiscal year and prior to the five-year review must be submitted to the Superintendent of Schools and Town Administrator who must approve the request before the new funds can be received or before the changes in any approved uses can be made. The five year review, which will include any approved changes, will be documented in a report signed by all approving parties and will be provided to the Board of Education and the Board of Selectmen within 45 days.

Town of Bolton, Connecticut  
Schedule of Findings and Questioned Costs (continued)  
June 30, 2022

**2022-02 - Student activity fund cash accounts fiduciary and non-fiduciary activity and balances**

Criteria:

The Board of Education administers student activity fund cash accounts which are designed to account for the financial activity and balances of a number of different student groups rather than requiring each different student group to have its own cash account and process its own financial activity. These student activity fund cash accounts are fiduciary in nature as the revenues, expenditures and remaining balances do not belong to the Board of Education but rather belong to the different student groups. Revenues are collected by the different student groups and these funds are forwarded to the individual responsible for the student activity fund cash account for deposit and recording. Withdrawal requests and the associated invoices are also forwarded to the individual responsible for the student activity fund cash account so that the checks can be written, signed and disbursed. Given the number of different student group accounts within each student activity fund and the material cash balances and amount of cash transactions, it is important that an adequate system of internal controls be in place to ensure that these funds are correctly accounted for and that the underlying assets are being safeguarded.

Condition:

The Board of Education accounts for certain revenues and expenditures that are not fiduciary in nature within the student activity fund cash accounts. Fiduciary funds should be used to report assets held in a trustee or custodial capacity for others and therefore cannot be used to support the Town or the Board of Education's own programs. These non fiduciary funds which are being accounted for within the fiduciary accounts maintained by the Board of Education represent funds that do not belong to others and therefore can and are used to support the Board of Education's own programs. We do consider this condition to represent a significant deficiency in internal control over financial reporting.

Context and effect:

This policy and these funds are in contrast to the policy of the Town in that all town department related revenues are deposited into the general fund to fund the activities and expenditures of the Town as a whole. Program revenue in relation to fees, charges for services and other miscellaneous amounts collected by Town departments are not allowed to increase the amount of budgeted expenditures which in effect is the nature of these non fiduciary funds administered by the Board of Education.

Cause:

This Board of Education practice of accounting for both fiduciary and non fiduciary funds within the student activity fund cash accounts would appear to be a practice that has been in place for a number of years.

Recommendation:

We recommend that all non fiduciary accounts be recorded in accordance with the general policy of the Town with any variation on this policy being accepted by the Board of Selectmen of the Town. One variation that the Town could explore would be requiring the Board of Education to create and submit a listing of all non fiduciary activities and receipts taken in and accounted for within the student activity fund cash accounts and the related expenditures funded by these receipts. The Board of Selectmen could then vote to approve the balances of these non fiduciary funds to carry from year to year and be accounted for within the annual financial statements as non-major special revenue funds. This would not significantly change how the funds are accounted for within the student activity fund cash accounts but would simply change their accounting and presentation within the annual financial statements.

Views of responsible officials and planned corrective actions:

To address this issue, the Board of Selectmen Finance and Administration Subcommittee is currently working on the development of a fund based on information from the Board of Education. It is expected that this process will be finalized at some point during the upcoming fiscal year.

**BOARD OF SELECTMEN  
TUESDAY, JANUARY 3, 2023  
REGULAR MEETING AGENDA  
MINUTES**

The Board of Selectmen held a meeting on Tuesday, January 3<sup>rd</sup> with First Selectman Pam Sawyer presiding. Also, in attendance were selectmen: Robert Morra, Mike Eremita, Adam Teller, Robert DePietro, Town Administrator Jim Rupert, intern Josh Hull and members of the public including: Deb Livingston, Shep Livingston, Gwen Marrion, Barry Stearns, Kathy Walsh, Jim Loersch and Rod Fournier.

**1. Call to Order.**

P. Sawyer called the meeting to order at 7:05 p.m.

**2. Public Comment.**

G. Marrion (38 Maple Valley Drive) – requesting a correction in the 12/6/22 minutes. Page 5 of 11: Letter D: Report and Update on Trails Committee. Change first two sentences to the following: Rupert: We did look at the parking area nearest Bolton Collision with Gwen Marrion and Joe Dillon. It appears that the location would have a negative impact on the business.

Deadline for the grant for the parking area to the north of Munson’s is March 1<sup>st</sup>. All info (construction, estimates and any other info she will need by Feb 1<sup>st</sup>) so she can work on getting this grant completed in time.

G. Marrion would like to see the BOS put together a plan for the new Town Hall.

B. Stearns (21 Cook Drive) – again, bringing up the intersection of Notch Road/ Rts 6 and 44. We need to push the state to resolve this intersection problem. There is a lot of federal \$\$\$ out there for this type of work now. We need to do something before there’s no \$\$\$ left.

J. Loersch (83 Brookfield) - In favor of a new Town Hall and thinks we need to get moving on this now.

At this time the Board of Selectmen approved adding and moving things around on the agenda to accommodate members of the public who were at the meeting prepared to present information on the different topics listed below. The following are the remainder of the minutes in the order they happened at the meeting.

**6. Ongoing Business:**

**A. Update: Alexandra Miller-Davey Presentation for Bolton High School Trail Project. – Insurance Info.**

J. Rupert currently waiting to hear back from CIRMA re: insurance. There are unique liabilities for mountain biking trails. Hope to have info within the next week or two.

A. Teller also stated we still had not discussed maintenance for the cross-country trail going to this new trail.

**Added in Ongoing Business:**

**Shep Livingston – Eagle Scout Trail on Stangeland Property**

Shep presented a powerpoint presentation for his Eagle Scout project showing a trail that he would like to put on the Stangeland property. May need some assistance from the town for some removal of debris but most work would be done by hand and supervised by Scout Leaders. This would be a “hiking trail” with no motorized vehicles allowed. 2-3 feet wide and the trail would be blazed if approved.

**Motion:** I move the Board of Selectmen approve the .7 hiking trail on the Stangeland property with the stipulations that Sheppard Livingston meet with other Town agencies (i.e. wetlands, Fire Chief) for approval.



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**BOARD OF SELECTMEN  
TUESDAY, JANUARY 3, 2023  
REGULAR MEETING AGENDA  
MINUTES**

By: R. Morra

2<sup>nd</sup>: M. Eremita

Vote:

Yes: R. Morra, M. Eremita, P. Sawyer

No: None

Abstain: R. DePietro, A. Teller

Motion passed.

**7. New Business.**

**D. Veteran’s Letter re: Naming Street behind Veteran’s Memorial.**

Veteran’s commission is requesting the street behind the Veteran’s Memorial on the green be named “Veteran’s Way”. Would like a sign at each end – possibly a sign other than a street name sign. J. Rupert to talk to highway dept. to see what they can come up with.

**Motion:** I move the Board of Selectmen approve naming of the short road between Bolton Center Road and Hebron Road (behind the Veteran’s Memorial) as “Veteran’s Way”.

By: R. Morra

2<sup>nd</sup>: A. Teller

Vote:

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

No: None

Abstain: None.

Motion passed.

**E. Veteran’s Tax Exemption.**

B. Stearns spoke about the veteran’s tax exemption which allows us to reduce the assessed property of a veteran or their surviving spouse. \$1500 reduction in property (this amount can go up to \$10,000). Currently the Town of Bolton offers a \$4500 reduction and 361 veteran’s in town are currently getting this exemption. Veteran’s are asking the Town to increase this reduction to \$10,000.

There are questions regarding the \$\$\$ the town should be getting reimbursed from the state for this exemption. J. Rupert to follow-up on this with Lori and Jill.

A. Teller believes this exemption should be income based.

Handouts included by B. Stearns should be included in minutes and should have his name and title on it. (See Veteran’s Commission Attachments A & B)

**A. Josh – 4 Town Brochures.**

J. Hull presented the 4-town brochures he has been working on. It was suggested that a word smith be used for language in the brochures and the 4-town website and/or community calendar websites be added to this well. Brainstorm where we can put this information so it’s available to the public.

**F. Grant Awards:**

• **Trail Grant for Parking Lot Near Munson’s**

G. Marrion spoke about the Trail Grant for the parking lot next to the Munson’s employee parking lot. 3.4 acres,

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**BOARD OF SELECTMEN  
TUESDAY, JANUARY 3, 2023  
REGULAR MEETING AGENDA  
MINUTES**

fairly level lot, already has a 20 ft apron on it. J.Dillon (Town Engineer) has already done the design, cost and estimate. 20% match (in-kind) needed: this can include our design fees, tree clearing etc.

**Motion:** I move the Board of Selectmen allow G. Marrion to work with J. Rupert on a grant for a parking lot (next to the Munson's employee parking lot) for the walking trail with the caveat that the grant will be brought back to the Board of Selectmen for final approval.

By: R. Morra                      2nd: A. Teller

Vote:  
Yes: R. Morra, A. Teller, M. Eremita, R DePietro, P. Sawyer  
No: None  
Abstain: None.  
Motion passed.

**3. Approval of Minutes.**

**A. December 6, 2022 – Regular Meeting.**

**Motion:** I move the Board of Selectmen approve the minutes from December 6, 2022 and December 20, 2022 with the corrections listed below.

Page 2 of 11: #4 – first sentence, remove words: (resolve to)  
#4 – 11<sup>th</sup> sentence starting with Sawyer: change Intern to Interim

Page 5 of 11: Letter D: Report and Update on Trails Committee. Change first two sentences to the following: Rupert: We did look at the parking area nearest Bolton Collision with Gwen Marrion and Joe Dillon. It appears that the location would have a negative impact on the business.

Page 7 of 11: 8<sup>th</sup> sentence from the top. Change the word please to pleased.

Page 8 of 11: Letter D: Discussion about Posting Sale of Brush Truck. Change fourth sentence to: We have an evaluation from the professional that has a high and low valuation that is with a spread this is about \$9k.

- Please make a note that any copies submitted in the minutes should not be shrunk down. Please insert full size pages of the copies so it is easier for everyone to read.

By: R. Morra                      2nd: A. Teller

Vote:  
Yes: R. Morra, A. Teller, M. Eremita, R DePietro, P. Sawyer  
No: None  
Abstain: None.  
Motion passed.

**B. December 20, 2022 –Special A/P Meeting.**

**Motion:** I move the Board of Selectmen approve the minutes from December 6, 2022 and December 20, 2022 with the corrections listed below.

By: R. Morra                      2nd: M. Eremita

Vote:

**BOARD OF SELECTMEN  
TUESDAY, JANUARY 3, 2023  
REGULAR MEETING AGENDA  
MINUTES**

Yes: R. Morra, M. Eremita, R DePietro, P. Sawyer  
No: None  
Abstain: A. Teller.  
Motion passed.

**4. Appointments and Resignations.**

**A. Resignation:**

**\*Yvonne Filip – Board Clerk.**

**Motion:** I move the Board of Selectmen accept the resignation of Yvonne Filip – Board Clerk.

By: A. Teller    2nd: R. Morra

Vote:  
Yes: A. Teller, R. Morra, M. Eremita, R DePietro, P. Sawyer  
No: None  
Abstain: None  
Motion passed.

**ADDED:**

**\* Karen Frost – Senior Center (Added to Agenda at beginning of meeting)**

**Motion:** I move the Board of Selectmen accept the resignation of Karen Frost – Senior Center Secretary.

By: R. Morra    2nd: A. Teller

Vote:  
Yes: R. Morra, A. Teller, M. Eremita, R DePietro, P. Sawyer  
No: None  
Abstain: None  
Motion passed.

**B. Appointments:**

**\*Ashley Phelan – elected by Board of Finance. (information only)**

**\*Ellen Barnes – Ethics Board. (already approved in December)**

**\*Jane Proulx – Ethics Board.**

**Motion:** I move the Board of Selectmen approve the appointment of Jane Proulx to the Ethics Board.

By: R. Morra    2nd: M. Eremita

Vote:  
Yes: R. Morra, M. Eremita, R DePietro, P. Sawyer  
No: None  
Abstain: None  
Motion passed.

**5. Reports & Updates.**

**A. Properties and Facilities Report.**

Meeting rooms A and B at Notch Road are almost done being painted and redone. Great job and workmanship



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**BOARD OF SELECTMEN  
TUESDAY, JANUARY 3, 2023  
REGULAR MEETING AGENDA  
MINUTES**

from the Buildings and Grounds Department.

- B. FY 22 Budget Report.**  
Largely unchanged.

- 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. (Budget Transfers – NONE)  
By: R. DePietro 2nd: M. Eremita

Vote:  
Yes: R DePietro, M. Eremita, R. Morra, P. Sawyer  
No: None  
Abstain: None  
Motion passed.

**6. Ongoing Business:**

- B. Dept. of Revenue Services Update.**

Pam and Jim had a meeting with Dept. of Revenue Services. They had a discussion regarding funding the new Town Hall and the resources that might be available for that. ARPA funds (approx. \$1.4 million) can be used to help tear down the old building.

- C. Consider and Act on Approval for Town Administrator to Approve Budget Transfers Under a Certain**

**Amount.**

**Motion:** I move the Board of Selectmen authorize the Town Administrator to approve budget transfers from one line item to another for up to \$1,000 provided that they are reported to the BOS at the next meeting.

By: A. Teller 2nd: M. Eremita

Vote:  
Yes: A. Teller, M. Eremita, R. Morra, R DePietro, P. Sawyer  
No: None  
Abstain: None.  
Motion passed.

**7. New Business.**

- B. Salary Increase for Board Clerks (\$75 for up to an hour, \$85 2-3 hours, \$95 3-4 hours).**

**Motion:** I move the Board of Selectmen increase the Board Clerk pay to the following pay scale below, retroactively to January 1, 2023.

Up to 1 hour: \$75.00  
1:01- 2:00 hours: \$100.00  
2:01 – 3:00 hours: \$125.00  
Each additional hour after 3:01 will be an additional \$25.00 per hour

By: R. DePietro 2nd: A. Teller

**BOARD OF SELECTMEN  
TUESDAY, JANUARY 3, 2023  
REGULAR MEETING AGENDA  
MINUTES**

Vote:

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

No: None

Abstain: None.

Motion passed.

**C. Interval House Donation.**

J.Rupert to contact Carrie and get back to us about making a donation. Put on February agenda.

**F. Grant Awards:**

• **Consider and Act on Library Grant**

Library was awarded \$10,000 from the Harford Foundation for Giving for a patio they would like to construct. BOS agrees to approve the acceptance of the grant but wants to know when this money needs to be expended by and wants to discuss location of where this will be.

**Motion:** I move the Board of Selectmen accept the \$10,000 grant award from the Hartford Foundation of Giving for a library patio with the conditions that the Board of Selectmen will need to approve both the location and configuration of said patio.

By: A. Teller

2nd: M. Eremita

Vote:

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

No: None

Abstain: None.

Motion passed.

• **Bolton Heritage Farm Grant**

\$6,000 funds have been received for this grant.

• **Consider and Act on Two New Grants:**

○ **TRIP Grant – Lyman Road Bridge/Culvert**

Expect \$800,000 to \$850,000 for this grant. 20% match. Talked about putting the match into the CAPA budget over the next 2 years. Design already done.

**Motion:** I move the Board of Selectmen apply for the T.R.I.P. grant for the Lyman Road Bridge/Culvert.

By: R. Morra

2nd: A. Teller

Vote:

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

No: None

Abstain: None.

Motion passed.

**8. First Selectman’s Report:**

**A. COVID-19.**

Numbers are on the rise in the southern part of the state. We will continue to monitor.

**BOARD OF SELECTMEN  
TUESDAY, JANUARY 3, 2023  
REGULAR MEETING AGENDA  
MINUTES**

**9. Administrative Officer's Report:**

**A. Monthly Report.**

No comment or discussion.

**B. Other.**

Diversity training on hold – still working to find dates and time – mandatory for staff that have not had it yet. We will then open it up to board/commission members.

M. Eremita: Thinks all town vehicles should be banned from exiting Notch Road onto Routes 6 and 44. Too dangerous. PUT ON FEBRUARY AGENDA.

**10. Adjournment.**

P. Sawyer adjourned the meeting at 9:58 p.m.

**Next A/P meeting to be scheduled for Tuesday, January 17<sup>th</sup>, 2023 –9:30 am.**

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  
SPECIAL MEETING – A/P  
TUESDAY, JANUARY 17, 2023 – 9:30 A.M.  
MINUTES**

The Board of Selectmen held a special meeting on Tuesday, January 17<sup>th</sup> with First Selectman Pam Sawyer presiding. Also, in attendance were selectman: Robert Morra, Mike Eremita, Adam Teller, Administrative Officer Jim Rupert, Highway Supervisor Lance Dimock, Town Operations Manager John Butrymovich and Kathy McCavanagh.

Missing: Selectman Robert DePietro

**1. Call to Order.**

P. Sawyer called the meeting to order at 9:32 a.m.

**2. Consider and Act on A/P Report.**

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

By: R. Morra

2<sup>nd</sup>: A.Teller

Vote:

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

No: None

Abstain: None

Passes unanimously.

**3. Consider and Act on Budget Transfers.**

None.

**4. Consider and Act on Approval for Program Coordinator/Admin Asst. for Senior Center.**

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

By: R. Morra

2<sup>nd</sup>: M. Eremita

Vote:

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

No: None

Abstain: None

Passes unanimously

**5. Adjournment.**

Meeting was adjourned at 10:05 a.m.

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Respectfully Submitted,

Kathy McCavanagh

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

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**TOWN OF BOLTON  
BOARD OF SELECTMEN  
BUDGET WORKSHOP #1  
TUESDAY, JANUARY 17, 2023 – 9:45 A.M.  
MINUTES**

The Board of Selectmen held a Budget Workshop on Tuesday, January 17<sup>th</sup> with First Selectman Pam Sawyer presiding. Also, in attendance were selectman: Robert Morra, Mike Eremita, Adam Teller, Administrative Officer Jim Rupert, Highway Supervisor Lance Dimock, Town Operations Manager John Butrymovich and Kathy McCavanagh.

Missing: Selectman Robert DePietro

**1. Call to Order.**

P. Sawyer called me the meeting to order at 10:05 a.m.

**2. Budgets:**

- Town Building Operations  
J. Butrymovich presented his budget.
  
- **Highway**  
L. Dimock presented his budget.

**3. Adjourn.**

P. Sawyer adjourned the meeting at 10:27 a.m.

Respectfully Submitted,

Kathy McCavanagh

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

**BOLTON BOARD OF SELECTMEN  
BUDGET WORKSHOP SPECIAL MEETING  
5:30 PM, TUESDAY, JANUARY 24, 2023  
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD  
In-Person and Virtual (Hybrid Format)**

**MINUTES**

**Board of Selectmen Members Present:** First Selectman Pamela Sawyer (arrived in-person at 5:51 p.m.), Deputy First Selectman Robert Morra (arrived in-person at 5:51 p.m.), Adam Teller (via Zoom), Robert DePietro (via Zoom), Michael Eremita (via Zoom)

**Staff Present:** Interim Administrative Officer Jim Rupert (in-person), Recording Secretary Linda H. McDonald (via Zoom), Chief Financial Officer Jill Collins (via Zoom), Tax Collector Lori Bushnell (in-person)

**Bentley Memorial Library Board of Directors Present (via Zoom):** Library Director Elizabeth Thornton, Bentley Memorial Library Board of Directors Chair Rebecca Holliman, Claire Fazzina , Polly Silva, and Dot Neil

**Fire Department & Fire Commission Members Present:** Fire Chief Bruce Dixon (arrived 5:57 p.m. via Zoom), Fire Commission Chairman John Morianos (arrived 5:57 p.m. in-person), Jason Vincent, Captain Perriera (arrived 5:58 p.m. via Zoom), Fire Captain Matthew Perriera (arrived via Zoom at 5:58 P.M.), Fire Lieutenant Bryan Goulet (arrived via Zoom at 5:58 p.m.) Fire Lieutenant James DeMorro (arrived via Zoom at 6:03 p.m.), Fire Lieutenant Laura Goulet (arrived via Zoom at 5:58 p.m.)

1. Call to Order: J. Rupert called the meeting to order at 5:37 p.m.
2. Budgets:
  - 2.1 Tax Department:

Tax Collector Lori Bushnell presented the FY2024 Tax Department budget, explaining the proposed increases in the Professional Educational Training, Advertising, Printing and Binding, and Dues and Fees line items.

Per request by R. DePietro, L. Bushnell will make a change to the budget sheet to assign the projected costs in some line items to the Tax Collector Assistant, not a particular individual.

- 2.2 Library:

Library Director Elizabeth Thornton presented the Library FY2024 budget, noting the proposed additional amounts in the following line items:

- Payroll – This line item is a combined line item for the two part-time employees (contractual) as well as the full-time. E. Thornton explained she does not know the specifics of the contractual amount for the part-time employees and made her best guess when developing the budget.
- Library materials – E. Thornton said the additional amount is for an increase in usage of downloadable materials for the patrons including downloading audio books, e-books, music, movies and streaming a variety of things and also figures in the cost-of-living for the print

material. She noted there has also been an increase in the number of print materials checked out as well.

- Equipment – E. Thornton noted the library has been down three computers for several years, taken out because they were not working. The proposed increase would be for replacing two computers, replacing a broken laptop, and to add shelving in the children’s room.

J. Rupert noted that computers do not get replaced through individual department budgets, but through the Administration budget. He said the Town has developed a technology plan that helps for replacements. He will work with L. Thornton to help the library get caught up with the technology plan and said the proposed cost earmarked for the computer replacements should be removed from the library equipment budget line item.

Per request of the selectmen, L. Thornton said she will the board with a circulation report breakdown by the categories of adults, young adults and children.

2.3 Fire Commission:

Members of the Volunteer Fire Department and Fire Commission presented the proposed FY2024 Fire Commission budget, speaking to the increased costs in the line items of Communications, Equipment, and Fire Security. Members described the benefits of procuring different types of equipment that would provide additional safety measures to firefighters.

Fire Commission Chairman John Morianos explained the fees for dispatch (TN 911 Center) and services from the Tolland County Mutual Aid Service have increased. He said the Fire Commission has no control over these increases.

Discussion followed on staffing issues. M. Eremita suggested the town consider adding paid staff during daytime hours to take over some of the roles of the volunteers. He said the town could fund the paid staff through applying for a Safer Grant.

Chief Dixon requested the issues of staffing (additional Fire Department manpower) be added to the next BOS agenda.

P. Sawyer thanked the department members for what they do every day on behalf of the BOS and the townspeople who rely on the fire department being there for peace of mind.

3. Adjournment: P. Sawyer adjourned the meeting at 6:45 p.m.

Respectfully submitted by Linda H. McDonald

*Linda H. McDonald*

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



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**BOLTON BOARD OF SELECTMEN  
SPECIAL MEETING  
7:00 PM, TUESDAY, JANUARY 31, 2023  
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD  
In-Person and Virtual (Hybrid Format)**

**MINUTES**

**Board of Selectmen Members Present:** First Selectman Pamela Sawyer (in-person), Deputy First Selectman Robert Morra (in-person), Adam Teller (in-person), Robert DePietro (via Zoom), Michael Eremita (via Zoom)

**Staff Present:** Interim Administrative Officer Jim Rupert (in-person), Recording Secretary Linda H. McDonald (via Zoom), Chief Financial Officer Jill Collins (via Zoom), Town Clerk Elizabeth Waters (via Zoom), Director of Senior and Social Services Carrie Concatelli (via Zoom)

1. Call to Order: P. Sawyer called the meeting to order at 7:01 p.m.
2. Consider and Act Upon A/P Report:  
  
R. Morra MOVED to ACCEPT the A/P report as presented. M. Eremita SECONDED. MOTION CARRIED 5:0:0.
3. Consider and Act Upon Budget Transfers:  
  
M. Eremita MOVED to APPROVE the budget transfers report as presented. A. Teller SECONDED.  
  
J. Rupert explained there will be more transfers from within the Assessor's budget because some of the needs of a full-time Assessor were not figured into last year's budget. He explained the shared services agreement with the Town of Willington is that Bolton will pay all bills associated with the position and will be reimbursed for half by Willington. He said some money may have to be transferred from other budgets as well.  
  
MOTION CARRIED 5:0:0.
4. Adjournment: P. Sawyer recessed the meeting at 7:07 p.m.

Respectfully submitted by Linda H. McDonald

*Linda H. McDonald*

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

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**BOLTON BOARD OF SELECTMEN  
BUDGET WORKSHOP SPECIAL MEETING  
7:15 PM, TUESDAY, JANUARY 31, 2023  
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD  
In-Person and Virtual (Hybrid Format)**

**MINUTES**

**Board of Selectmen Members Present:** First Selectman Pamela Sawyer (in-person), Deputy First Selectman Robert Morra (in-person), Adam Teller (in-person), Robert DePietro (via Zoom), Michael Eremita (via Zoom)

**Staff Present:** Interim Administrative Officer Jim Rupert (in-person), Recording Secretary Linda H. McDonald (via Zoom), Chief Financial Officer Jill Collins (via Zoom), Town Clerk Elizabeth Waters (via Zoom), Director of Senior and Social Services Carrie Concatelli (via Zoom), Assessor Kara Fishman (in-person)

**Others Present:** Rodney Fournier (via Zoom)

- 1. Call to Order: P. Sawyer called the meeting to order at 7:15 p.m.
- 2. Budgets
- 2.a Senior and Social Services/Public Health Department:

Director of Senior and Social Services Carrie Concatelli presented the proposed FY2024 budget and explained the proposed increases in the Repairs and Maintenance, Payroll, and Supplies line items.

A. Teller requested to see more narrative in these budget workshops because when the budget goes out to referendum, the board would like to be able to explain to the residents the reasons for increases and provide background for year-to-year fluctuations in line-item costs.

P. Sawyer requested C. Concatelli provide the board with figures on increased usage of the senior center services.

C. Concatelli explained the Other Payments line-item has been historically used to fund all social services. She said there is a donation-based resident assistance fund which was a drop package last year that did go forward so this year all of social services has been funded totally donation-based. As this has been a high energy cost season, she did put the money in as a restored amount but it is still listed as a drop package.

M. Eremita noted it would be a big help for the board to have an explanatory paragraph for each line item in all budgets. This would aid the board in their pre-meeting review of the budget documents.

C. Concatelli said she is proposing a reduction or elimination of the annual contract with UR Community Cares in the Professional/Technical Services line-item up to \$2,000 as usage of the program continues to be minimal. She noted people continue to express a need for assistance in their homes, but there has not been a lot of interest working with volunteers through the digital platform connecting community members with volunteers.

2.b Town Clerk:

Town Clerk Elizabeth Waters explained the proposed increase in the Payroll line-item is due to raises slated per the union. The proposed increase in the Other Contracts line-item is due to an increase in fees for Cott Systems (land record software) and BAS (dog licensing software).

2.c Assessor:

Assessor Kara Fishman explained the proposed increase in the Payroll line-item is to cover the two positions in the office and pay for the three Board of Assessment Appeals members. One office position is a shared position with the Town of Willington, which the Town of Bolton will be partially reimbursed for. K. Fishman explained reasons for proposed increases in the Other Professional Educational Training, Advertising, Office Operating Expenses, and Dues and Fees line-items.

R. Morra asked that the budget worksheets show what the amount reimbursed for any shared services cost. J. Collins will make additional columns on the budget sheet to note a shared service cost and reimbursement.

3. CAPA Budget presented to the BOS:

- Town Capital Improvement Plan: J. Rupert explained the CAPA Committee believes everything in the CAPA budget really is a need for the Town or the Board of Education. He said a lot was cut from the budget that was asked for and represents the committee’s best effort of balancing fiscal responsibility with the needs of the town. Discussion and questions followed.

R. Morra commented on the proposed funding for Grant Matches and said the town needs a plan to apply for matching grants in order to give the town flexibility when grant opportunities are presented.

Discussion followed on the bonding for the Fire Suppression Water Supply line-item. J. Collins reported the cost of the last cistern was \$156,000. J. Rupert said the town has identified thirteen locations for installation of cisterns. He said the Fire Chief and Fire Marshal have asked to put priorities on the pond on Route 6 and other end of Loomis Road. J. Rupert said there was a movement in the past to repeal the zoning regulation that required developers to put in cisterns. There was a change made but the regulation was not repealed. At that time, the BOS committed not to require that until all thirteen identified locations had cisterns installed.

P. Sawyer said she will put further discussion on a future board meeting outside the budget process.

Regarding the line-item for the Heritage Farm Restoration & Code Compliance, A. Teller said there is a conceptual plan for the farm, but he thought the specific consensus of the board was that the town was not committed to funding the restoration, and it was incumbent on people who want to bring that plan into fruition to raise the funds. He

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said he is not opposed to the plan, but that it is a luxury and he believes the board should be very transparent about its priorities.

- Board of Education Capital Improvement Plan: J. Rupert commented there are not a lot of asks in the upcoming fiscal year. He pointed out a reduction in the cost for the Center School Fire Alarm System Upgrade line-item and the necessity of beginning to consider replacement of some of the equipment at the High School in the line-items for the geothermal pumps #1 and #2.
- Bonding: J. Collins said this is not a complete bonding package and 2026-2027 has been the recommendation of when to put the package out. J. Rupert said the town is going to have to find funding for the fire truck delivery anticipated for August. The Town will meet with the financial advisor in March and will return to the board with some ideas after that meeting.

No action was taken on the CAPA budget.

4. Consider and Act on Resolution for Neglected Cemeteries:

J. Rupert said the grant is for a maximum of \$5,000 and there are no matching funds. The Town has to have the application in by February 6, 2023 if the town decides to apply for the grant. One of the requirements for the grant application is that the town has a resolution to have the application in by February 6, 2023 if the town decides to apply for the grant. Part of the application is a resolution. P. Sawyer said the grant would be used for cleaning the stones, start the process of computerizing the mapping of the cemeteries, work on stone walls, and other items.

A. Teller MOVED that the Bolton Board of Selectmen authorize First Selectman Pamela Sawyer to enter into and execute all agreements, contracts and documents necessary to obtain the Neglected Cemeteries Grant if the Town is awarded such a grant. R. Morra SECONDED. MOTION CARRIED 5:0:0.

5. Adjournment: P. Sawyer adjourned the meeting at 8:47 p.m.

Respectfully submitted by Linda H. McDonald

*Linda H. McDonald*

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

BOLTON BUDGET WORKSHOP

ELECTIONS

No. 17

Code 4197	ELECTIONS					
Accounting Codes	Category	Actual Expenditures 2021-2022	Approp. for this year 2022-2023	Request for 2023-2024	Proposed by Selectmen 2023-2024	
51610	Payroll	29,465	49,828	51,625		
53200	Professional Educational Training	1,780	2,940	3,800		
53520	Other Contracts	675	1,500	1,500		
55400	Advertising	220	800	800		
56120	Office Operation Expenses	6,683	10,300	10,300		
58100	Dues & Fees	195	245	305		
	<b>Total</b>	<b>39,018</b>	<b>65,613</b>	<b>68,330</b>	<b>0</b>	

Any Change (+/-) in a category please explain.

By: Sandy Pierog & Bernice Dixon

**Decision Package # 1 out of # 1**  
*#1 being the most important to fund*

**Department:** Registrars of Voters/Election

**Subject:** 2022-2023 Budget

Explain proposed addition here (programs or services added and their effect on hours, etc.):

Explain why this particular item was selected:

Quantify categories that are added/funded:

Budget Category	Addition Amount	Staffing Impact	Comments
Payroll	\$1,797	Positive	Minimum Wage Increase - 3% Payroll Increase
Professional/ Technical Services	\$860	Better educated management	Mandatory Spring & Fall Conferences; Deputy Registrar & Moderator Training
Repairs & Maintenance Supplies			
Office Operating Expenses			
Other Supplies			
Equipment			
Other (specify line item) Dues	\$60	Positive	Deputy Registrar to be added
<b>Total</b>	<b>\$2,717</b>		

Summary:

BOLTON BUDGET WORKSHOP

FINANCE DEPARTMENT

NO. 3

Code 41.17	FINANCE DEPARTMENT	Actual Expenditures 2021-2022	Approp. for this year 2022-2023	Request for 2023-2024	Proposed by Selectmen 2023-2024
Accounting Codes	Category	2021-2022	2022-2023	2023-2024	2023-2024
51610	Payroll	220,898	233,076	235,338	
53200	Professional Educational Training	230	0	500	
53300	Professional/Tech Services	2,240	2,700	2,700	
56120	Office Operating Expenditures	1,961	1,500	1,500	
58100	Dues & Fees	160	270	270	
	<b>Totals</b>	<b>225,489</b>	<b>237,546</b>	<b>240,308</b>	<b>0</b>

Any Change (+/-) in a category please explain.

By: Jill Collins

- Payroll - 3 full time employees-2 union employees 2.75%, 1 non-union employee 2.25% increases
- Professional Education Training - 2 to 3 GFOA Conferences
- Professional/Tech Services - Financial Advisor filing debt with EMMA and Actuarial study for OPEB
- Dues & Fees - National GFOA and CT GFOA dues
- GFOA-Government Financial Officers Association
- EMMA-Electronically Municipal Market Access
- OPEB-Other Post Employee Benefits

BOLTON BUDGET WORKSHOP

CAPITAL RESERVE

NO. 55

Code 4901	CAPITAL RESERVE				Request for	Proposed by Selectmen 2023-2024
	Accounting Codes	Category	Actual Expenditures	Approp. for this year		
			2021-2022	2022-2023		
2960.049.4901.000000.25704.00000	Equipment Replacements (BOS)	50,000	0	0		
2960.049.4901.000000.25706.00000	Vehicle Replacements (BOS)	112,000	0	63,000		
2960.049.4901.000000.25714.00000	Road Resurfacing	20,000	20,000	20,000		
2960.049.4901.000000.25716.00000	Water Suppression	50,000	50,000	50,000		
2960.049.4901.000000.25723.00000	Natural Gas Infrastructure	31,000	31,000	31,000		
2960.049.4952.000000.25726.00000	Demolition NRMCM	0	25,000			
2960.049.4902.000000.25728.00000	BOE HVAC Assessment	0	0	33,000		
2960.049.4902.000000.25729.00000	BHF Restoration & Code Comp.	25,000	0	15,000		
2960.049.4901.000000.25734.00000	Assessor's Office Reevaluation	25,000	26,000	11,000		
2960.049.4901.000000.25735.00000	Herrick Park Soccer Field	30,000	30,000	30,000		
2960.049.4901.000000.25736.00000	BCS School Ext. Door Replacement	130,000	24,500	0		
2960.049.4901.000000.25737.00000	HS Commons Visual & Lighting	24,000	0	0		
2960.049.4901.000000.25738.00000	HS HVAC Controllers	24,000	0	0		
2960.049.4901.000000.25741.00000	Fire Comm. Expansion	35,000	0	0		
2960.049.4901.000000.25743.00000	High School Garage	0	150,000	105,000		
2960.049.4901.000000.25744.00000	Modular Offices	0	67,098	42,780		
2960.049.4901.000000.25746.00000	Skid Steer	0	60,000	25,000		
2960.049.4901.000000.25747.00000	Town Wide Facility Study	0	0	75,000		
2960.049.4901.000000.25748.00000	Grant Match	0	0	100,000		
2960.049.4901.000000.25749.00000	BCS Fire Alarm System Upgrade	0	0	40,000		
2960.049.4901.000000.25751.00000	HS Public Address System	0	0	55,000		
2960.049.4901.000000.25752.00000	HS Geothermal Pump	0	0	21,600		
	Reallocated Past Capital Funds	(64,416)	(19,308)	0		
	<b>Subtotal</b>	<b>491,584</b>	<b>464,290</b>	<b>717,380</b>	<b>0</b>	



BOLTON BUDGET WORKSHOP

CAPITAL IMPROVEMENT

NO. 56

Code 4901	CAPITAL IMPROVEMENT	Unaudited Actual Expenditures 2021-2022	Approp. for this year 2022-2023	Request for 2023-2024	Proposed by Selectmen 2023-2024
Accounting Codes	Category				
1005.049.4952.000000.57202.000000	BCS Window Replacement	0	12,000	0	0
1005.049.4907.000000.57206.000000	Library Conference Room Renov.	0	13,000	0	0
	<b>Total</b>	<b>0</b>	<b>25,000</b>	<b>0</b>	<b>0</b>

Any Change (+/-) in a category please explain.

By: Jim Rupert

Signature(s):

BOLTON BUDGET WORKSHOP

BOND & NOTE EXPENDITURES

NO. 59

Code 4901	BOND & NOTE EXPENDITURES		Unaudited Actual Expenditures 2021-2022	Approp. for this year 2022-2023	Request for 2023-2024	Proposed by Selectmen 2023-2024
	Accounting Codes	Category				
1005.048.4899.000000.58330.000000	Bond & Note Expenditures	0	75,000	75,000		
	<b>Total</b>	<b>0</b>	<b>75,000</b>	<b>75,000</b>	<b>0</b>	

Any Change (+/-) in a category please explain.

By: Jim Rupert

Signature(s):

BOLTON BUDGET WORKSHOP

REDEMPTION OF BONDS

NO. 62

Code 4801	REDEMPTION OF BONDS		Actual Expenditures 2021-2022	Approp. for this year 2022-2023	Request for 2023-2024	Proposed by Selectmen 2023-2024
	Accounting Codes	Category				
1005.048.4801.000000.58310.000000	Outstanding Short Term Notes	0	250,000	250,000		
1005.048.4801.000000.58312.000000	Bolton High School Bond I/Refunded	420,000	430,000	445,000		
1005.048.4801.000000.58313.000000	Bolton High School Bond II/Refunded	220,000	225,000	230,000		
1005.048.4801.000000.58314.000000	BCS Capital Projects/FireTruck/Barn	165,000	170,000	170,000		
1005.048.4801.000000.58312.000010	Transfer Out to Fund 3452 Bond I	(389,840)	(213,387)	(155,345)		
1005.048.4801.000000.58313.000010	Transfer Out to Fund 3452 Bond II	0	0	0		
	<b>Total</b>	<b>415,160</b>	<b>861,613</b>	<b>939,655</b>		<b>0</b>

Any Change (+/-) in a category please explain.

By: Jill Collins

Signature(s):

BOLTON BUDGET WORKSHOP

INTEREST - LONG TERM DEBT

NO. 67

Code 4803	INTEREST - LONG TERM DEBT		Actual Expenditures 2021-2022	Approp. for this year 2022-2023	Request for 2023-2024	Proposed by Selectmen 2023-2024
	Accounting Codes	Category				
1005.048.4801.000000.58310.000000	Outstanding Short-Term Note Interest	0	30	30		
1005.048.4801.000000.58322.000000	Bolton High School Bond I-Int./refunded	168,425	168,425	155,300		
1005.048.4801.000000.58323.000000	Bolton High School Bond II-Int./refunded	46,883	46,883	42,383		
1005.048.4801.000000.58324.000000	BCS Capital Projects/FireTruck/Barn	28,900	28,900	23,800		
	<b>Total</b>	<b>244,208</b>	<b>244,238</b>	<b>221,513</b>		<b>0</b>

Any Change (+/-) in a category please explain.

By: Jill Collins

Signature(s):

FY	2017 Refunding	2017 Issuance	2021 Refunding	Total
2023	\$ 598,425.00	\$ 198,900.00	\$ 271,883.00	\$ 1,069,208.00
2024	\$ 600,300.00	\$ 193,800.00	\$ 272,383.00	\$ 1,066,483.00
2025	\$ 599,425.00	\$ 187,850.00	\$ 272,783.00	\$ 1,060,058.00
2026	\$ 596,913.00	\$ 181,475.00	\$ 273,083.00	\$ 1,051,471.00
2027	\$ 601,100.00	\$ 174,250.00	\$ 273,283.00	\$ 1,048,633.00
2028	\$ 598,200.00		\$ 273,383.00	\$ 871,583.00
2029	\$ 601,900.00		\$ 273,383.00	\$ 875,283.00
2030	\$ 599,700.00		\$ 273,283.00	\$ 872,983.00
2031	\$ 596,700.00		\$ 273,083.00	\$ 869,783.00
2032			\$ 267,783.00	\$ 267,783.00
<b>Total</b>	<b>\$ 5,392,663.00</b>	<b>\$ 936,275.00</b>	<b>\$ 2,724,330.00</b>	<b>\$ 9,053,268.00</b>

\*((\$2,725)

\*Actually change is a \$55,317 increase

BOLTON BUDGET WORKSHOP

BLRWPCA Debt

NO. 68

Code 4899	BLRWPCA Debt					
Accounting Codes	Category	Actual Expenditures 2021-2022	Approp. for this year 2022-2023	Request for 2023-2024	Proposed by Selectmen 2023-2024	
1005.048.4803.000000.58250.00000	Bolton Lake Regional WPCA Debt	180,000	185,000	190,000		
	<b>Total</b>	<b>180,000</b>	<b>185,000</b>	<b>190,000</b>	<b>0</b>	

Any Change (+/-) in a category please explain.

By: Jim Rupert

Signature(s):

# Veteran's Commission Budget Town of Bolton-Submitted: January 2023 FY: July 2023

Line Item	Amount Requested	Comments	Total Requested
<b>SALARY</b>			
Admin Support	200.00	This is for special meetings that require administrative support	
NON-Salary			
Postage	250.00	Mailings for Fundraising for Medallions, and possible items to honor veterans	
Signage	400.00	Signage for Veterans Way	
Other	150.00		
		Total	1,000.00

BOLTON BUDGET WORKSHOP

ADMINISTRATION

NO. 1

Code 4107	ADMINISTRATION				
Accounting Codes	Category	Actual Expenditures 2021-2022	Approp. for this year 2022-2023	Request for 2023-2024	Proposed by Selectmen 2023-2024
51610	Payroll	222,457	257,256	278,000	
53020	Legal Services	27,148	45,000	43,000	
53200	Professional Educational Training	1,633	15,000	15,000	
53300	Professional /Tech Services	168,740	200,000	147,000	
53520	Other Technical Services	105,981	125,000	147,000	
55400	Advertising	1,799	9,000	7,000	
56120	Office Operating Expenses	2,626	10,000	10,000	
56290	Other Supplies	6,675	5,000	5,500	
57300	Equipment	13,318	25,000	25,000	
57320	Vehicle	1,483	0	0	
57330	Furniture & Fixtures	17,747	0	6,000	
58100	Dues & Fees	13,244	17,000	17,000	
	<b>Total</b>	<b>582,851</b>	<b>708,256</b>	<b>700,500</b>	<b>0</b>

Any Change (+/-) in a category please explain.

By: Jim Rupert

Signature(s):

Payroll - 5 selectmen, Deputy, First Selectman, 3 full time employees and board clerks



**BOLTON BUDGET WORKSHOP**

**BUILDING AND LAND USE**

**NO. 10**

<b>Code 4151</b>	<b>BUILDING AND LAND USE</b>	<b>Actual Expenditures 2021-2022</b>	<b>Approp. for this year 2022-2023</b>	<b>Request for 2023-2024</b>	<b>Proposed by Selectmen 2023-2024</b>	<b>Shared Service Revenue received in FY2023</b>
	<b>Category</b>					
51610	Payroll	113,209	222,060	228,308		
51620	Other Payroll	11,931	0	1,500		
53200	Professional Educational Training	920	3,100	3,100		
53300	Professional/Technical Service	137,562	114,943	157,000		
56010	Supplies	0	1,200	1,200		
56120	Office Operating Expenditures	441	800	800		
58100	Dues & Fees	425	550	650		
	<b>Total</b>	<b>264,488</b>	<b>342,653</b>	<b>392,558</b>	<b>0</b>	<b>91,681.32</b>

Any Change (+/-) in a category please explain.

By: Jim Rupert

BOLTON BUDGET WORKSHOP

Personnel Services

NO. 7

Code 4141	PERSONNEL SERVICES					
Accounting Codes	Category	Actual Expenditures 2021-2022	Approp. for this year 2022-2023	Request for 2023-2024	Proposed by Selectmen 2023-2024	
52010	Insurance Administration Fees	10,292	11,000	12,000		
52100	Life Insurance (Town)	2,078	2,750	2,500		
52200	Payroll Taxes (Town)	155,117	181,113	192,000		
52300	Pension (Town)	85,502	110,000	115,000		
52400	Fire Fighter Retention Program	24,000	28,000	32,000		
52600	Unemployment Compensation	248	25,000	25,000		
52700	Workers Compensation	44,994	60,000	60,000		
52800	Medical (Town)	418,623	576,894	626,000		
52850	Dental (Town)	25,624	35,019	31,800		
52910	Mileage Stipend/Reimbursement	986	4,650	2,000		
52940	Insurance Waiver	2,800	2,100	2,800		
	<b>Total</b>	<b>770,264</b>	<b>1,036,526</b>	<b>1,101,100</b>	<b>0</b>	

Insurance Admin Fees - FSA Third Party Admin. & Brown and Brown  
 Medical - actual times 12% with one placeholder of family. This is in there incase there are changes in any employees coverage  
 Dental - actual times 12% with one placeholder of family. This is in there incase there are changes in any employees coverage  
 Insurance Wavier is based on actually

**BOLTON BUDGET WORKSHOP**

**POLICE PROTECTION**

**NO. 19**

<b>Code 4201</b>	<b>POLICE PROTECTION</b>				
<b>Accounting Codes</b>	<b>Category</b>	<b>Actual Expenditures 2021-2022</b>	<b>Approp. for this year 2022-2023</b>	<b>Request for 2023-2024</b>	<b>Proposed by Selectmen 2023-2024</b>
55010	Shared Service	359,385	330,000	410,000	
56100	General Supplies	148	800	800	
56120	Office Supplies	0	250	500	
	<b>Total</b>	<b>359,533</b>	<b>331,050</b>	<b>411,300</b>	<b>0</b>

Any Change (+/-) in a category please explain.

By: Jim Rupert

BOLTON BUDGET WORKSHOP

EMERGENCY MANAGEMENT

NO. 23

4223		EMERGENCY MANAGEMENT			EMERGENCY MANAGEMENT		EMERGENCY MANAGEMENT	
Accounting Codes	Category	Actual Expenditures 2021-2022	Approp. for this year 2022-2023	Request for 2023-2024	Proposed by Selectmen 2023-2024			
51610	Payroll	15,637	9,943	6,000				
56900	Other Supplies	249	4,750	5,000				
<b>Totals</b>		<b>15,886</b>	<b>14,693</b>	<b>11,000</b>	<b>0</b>			

Any Change (+/-) in a category please explain.

By: Jim Rupert

**BOLTON BUDGET WORKSHOP**

**ANIMAL CONTROL**

**NO. 21**

<b>Code 4215</b>	<b>Animal Control</b>					
<b>Accounting Codes</b>	<b>Category</b>	<b>Actual Expenditures 2021-2022</b>	<b>Approp. for this year 2022-2023</b>	<b>Request for 2023-2024</b>	<b>Proposed by Selectmen 2023-2024</b>	
55010	Shared Services	3,000	3,100	6,500		
	<b>Total</b>	<b>3,000</b>	<b>3,100</b>	<b>6,500</b>	<b>0</b>	

Any Change (+/-) in a category please explain.

By: Jim Rupert

**Collins, Jill**

---

**From:** Collins, Jill  
**Sent:** Tuesday, December 20, 2022 12:22 PM  
**To:** Rupert, Jim  
**Subject:** FW: Town of Vernon - Animal Control Officer Services

FYI

**From:** O'Neill, Jeffrey <JOneill@vernon-ct.gov>  
**Sent:** Tuesday, December 20, 2022 12:13 PM  
**To:** Collins, Jill <jcollins@boltonct.org>  
**Subject:** Town of Vernon - Animal Control Officer Services

Hi Jill,

I wanted to reach out to let you know that the Town of Vernon will be increasing the fee for the provision of Animal Control Officer Services for Fiscal Year 2024. As a result of general increases in all costs related to providing the service, the fee will increase from \$3,000 to \$6,500.

If you have any questions, feel free to contact me at your convenience.

Regards,  
Jeff

**Jeffrey A. O'Neill**  
Finance Officer | Treasurer  
p. 860.870.3634 | [joneill@vernon-ct.gov](mailto:joneill@vernon-ct.gov)

**Town of Vernon**  
14 Park Place, Vernon, CT 06066

BOLTON BUDGET WORKSHOP

PUBLIC BUILDING COMMISSION

NO. 25

Code 4398	PUBLIC BUILDING COMMISSION				
Accounting Codes	Category	Actual Expenditures 2021-2022	Approp. for this year 2022-2023	Request for 2023-2024	Proposed by Selectmen 2023-2024
51610	Payroll	236	2,000	2,000	
55400	Advertising	0	2,000	2,000	
56120	Office Operating Expenses	0	100	100	
	<b>Total</b>	<b>236</b>	<b>4,100</b>	<b>4,100</b>	<b>0</b>

Any Change (+/-) in a category please explain.

By: Jim Rupert

BOLTON BUDGET WORKSHOP

REFUSE SERVICES

No. 33

Code 8405	REFUSE SERVICES				
Accounting Codes	Category	Actual Expenditures 2021-2022	Approp. for this year 2022-2023	Request for 2023-2024	Proposed by Selectmen 2023-2024
51630	Overtime	3,082	3,574	3,630	
54101	Contract Pickup	386,736	398,580	410,000	
54421	Tipping Fees	138,031	163,000	175,000	
55010	Shared Services	5,567	5,300	6,600	
58100	Dues & Fees	890	2,000	2,000	
	<b>Total</b>	<b>534,306</b>	<b>572,454</b>	<b>597,230</b>	<b>0</b>

Any Change (+/-) in a category please explain.

By: Jim Rupert

Signature(s):



REFUSE SERVICES  
2022/ 2023

PART-TIME PAYROLL

\* \$3,630.00  
8 months, 2x a month plus shred day and 2x with two attendants

Operations at Residential Collection Center

RECYCLING

* 50 Pulls x \$180/Pull	\$9,000.00	actuals from fy 21/22	\$0.00
Tire Collection	\$500.00	42 \$154.50 per pull	
CFC Collection	\$675.00	\$155.00	
Leaf & Brush Collection	\$750.00	\$432.00	
Propane Tanks	\$700.00	\$5,240.00	includes large logs from Highway Dept. & Storm debris
Oil/Antifreeze/Batteries	\$550.00	\$255.00	
		\$395.00	

TIPPING PICK-UP

General Refuse & Bulk Waste  
Contract Public Buildings

REFUSE PICKUP

\$-

Current contract with contractor

HAZARDOUS WASTE

\$-

Bolton share of MidNEROC should be \$5,167.83

Bolton share of MidNEROC expenses paid in FY2022 \$1,287.76/so far paid in FY2023 \$667.83 X 2 = \$1,334.74

**Collins, Jill**

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**From:** Rupert, Jim  
**Sent:** Thursday, February 2, 2023 1:04 PM  
**To:** Collins, Jill  
**Cc:** Butrymovich, John  
**Subject:** trash

Jill,

Our average Municipal Solid Waste is 1617 tons. The fee for next year per ton is 108.15 or approximately \$175,000.00 for next year.

Bulky waste averaged 77.21 tons last year. The fee for Bulky is 97.85 or approximately \$7,555.00 for next year.

John should be able to help if you need additional information on other items like batteries, oil and tires.

In addition to these fees we have our contracts for curbside pickup with AAW and hauling from USA Hauling (I think that's their name).

Let me know if you need anything more to complete the trash budget. Per the request of BOS you could include the numbers above so they know how we came up with the figures.

Jim

**Collins, Jill**

---

**From:** Butrymovich, John  
**Sent:** Tuesday, January 31, 2023 4:54 AM  
**To:** Rupert, Jim; Collins, Jill  
**Subject:** FW: Midneroc

Good morning,

Here is the email I sent with Bolton's share of MidNEROC.

John

**From:** Butrymovich, John  
**Sent:** Thursday, January 19, 2023 7:57 PM  
**To:** Rupert, Jim <jrupert@boltonct.org>  
**Subject:** Midneroc

Jim,

A budget was approved at the meeting tonight and Bolton's portion is \$5,167.83.

John

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