

4 DAY WORK WEEK STAFF SURVEY RESULTS

As discussed with the Personnel Subcommittee the Admin Team polled possibly affected employees and received the following responses.

There were 8 no responses

There were 7 yes responses

We also received the following comments supporting the no votes:

Don't want to work longer days as it is not conducive for life after work.

Will not work well with contractual obligations to other communities.

Difficult for those looking for inspections, especially with a Monday holiday.

Makes it difficult to monitor Friday programs.

Can inhibit communications with other staff.

Does not work well with the 37 hour work week.

We also received the following comments supporting the yes votes:

Really like and embrace the idea.

Works for their family life.

Creates a great break and would be more refreshed after the three day weekend.

May improve morale.

Draft motion for skid steer**3/6/23**

Moved to approve the purchase of a used skid steer with approximately 25 hours of use out of the \$60,000.00 funds currently reserved in the budget for such use. The Board further waives the requirement of competitive bidding for this purchase in accordance with section 3 of the "BIDS" ordinance with the understanding that this equipment is nearly new, has been inspected and recommended by the Highway Foreman and Town Mechanic, staff inquiries did not turn up similar equipment at similar pricing and that the used skid steer cost will be approximately \$20,000.00 less than a similar, new skid steer.

6E

BUDGET TRANSFER REQUEST
TO
BOARD OF SELECTMEN

BUDGET: Building & Land Use

Transfer \$ 2,525.00 from category Payroll to category Other Payroll

(within budget) from # 1005 - 041 - 4151 - 000000 - 51610 - 00000

to # 1005 - 041 - 4151 - 000000 - 51620 - 00000

Transfer \$ _____ from Budget _____ to Budget _____

from category _____ to category _____

from # _____ - _____ - _____ - 000000 - _____ - 00000

to # _____ - _____ - _____ - 000000 - _____ - 00000

Other \$ _____

Explanation: Funds were needed to pay Temporary Building Inspectors, Carlton Smith and Joe Callahan, for services rendered in A.B.O.'s absence.

 Administrative Officer

March 3, 2023 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"/>

Date _____

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1321 03/09/2023

Fiscal Year: 2022-2023

Vendor Remit Name
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
B8459					
Check Group:					
MAINTENANCE FOR FINANCE PRINTER #1	1	230780	191131 2/14/2023	1005.043.4399.000000.54300.00000 Repair & Maint. Services - Town Build. Oper.	\$621.00
				Check #: 13159	
				PO/Invoice Total:	\$621.00
				Vendor Total:	\$621.00
ADKINS PRINTING AND STATIONERS					
B29986					
Check Group:					
2023 MICROFILM STORAGE FEE	226	231141	6984 2/7/2023	1005.041.4147.000000.56120.00000 Office Oper. Supplies - Town Clerk	\$350.30
				Check #: 13160	
				PO/Invoice Total:	\$350.30
				Vendor Total:	\$350.30
ANTHEM BLUE CROSS					
Check Group:					
RETIREE MEDICAL - MARCH 2023	1	0	1464363G 2/17/2023	1005.000.0000.000000.20770.00000 Insurance Clearing Liability	\$476.22
				Check #: 13161	
				PO/Invoice Total:	\$476.22
				Vendor Total:	\$476.22
ANTHEM LIFE					
Check Group:					
TOWN LIFE INSURANCE - MARCH 2023	1	0	8659603 2/15/2023	1005.041.4141.000000.52100.00000 Life Insurance - Emp. Bene	\$217.36
				Check #: 13162	
				PO/Invoice Total:	\$217.36
				Vendor Total:	\$217.36
ATLAS METAL WORKS, LLC					
Check Group:					

CF

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name
Description

Voucher Batch Number: 1321

03/09/2023

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
1	230928	65545	1005.042.4203.000000.56120.00000	\$700.00	
SPECIALTY CUT METAL PRODUCTS FOR THE FORESTRY TRUCK AND FORESTRY UTV TRAILER FABRICATION & OPERATION					
Repairs & Maint. Supplies - Fire Comm.					
Check #: 13163					
				PO/Invoice Total:	\$700.00
				Vendor Total:	\$700.00
BERNICE DIXON					
Check Group:					
1	230815	OCT-NOV 2022	1005.041.4197.000000.56120.00000	\$69.98	
12-GALLON TOTE BOXES					
REIMB					
2	230815	2/22/2023	Office Oper. Supplies - Elect.	\$10.58	
LUGGAGE TAGS					
2	230815	OCT-NOV 2022	1005.041.4197.000000.56120.00000	\$49.90	
HEAVY DUTY MOVING BAGS					
REIMB					
2/22/2023	Office Oper. Supplies - Elect.				
1	230815	OCT-NOV 2022	1005.041.4197.000000.56120.00000	\$8.99	
WHITE HEAVY DUTY DUCT TAPE					
REIMB					
2/22/2023	Office Oper. Supplies - Elect.				
2	230815	OCT-NOV 2022	1005.041.4197.000000.56120.00000	\$30.98	
FIRST AID KIT					
REIMB					
2/22/2023	Office Oper. Supplies - Elect.				
1	230815	OCT-NOV 2022	1005.041.4197.000000.56120.00000	\$320.00	
9 VOTING YARD SIGNS					
REIMB					
2/22/2023	Office Oper. Supplies - Elect.				
2	230815	OCT-NOV 2022	1005.041.4197.000000.56120.00000	\$113.78	
HP204A BLACK TONER CARTRIDGE					
REIMB					
2/22/2023	Office Oper. Supplies - Elect.				
1	230815	OCT-NOV 2022	1005.041.4197.000000.56120.00000	\$174.89	
2-PACK HP78A BLACK TONER CARTRIDGE					
REIMB					
2/22/2023	Office Oper. Supplies - Elect.				
				PO/Invoice Total:	\$779.10
				Check #: 13164	

Town of Bolton

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Description

Voucher Batch Number: 1321

03/09/2023

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BILLCO HEATING COOLING AND REFRIG.					
Check Group:					
	1	0	9174	1005.043.4399.000000.54300.00000	\$162.50
			2/6/2023	Repair & Maint. Services - Town Build. Oper.	\$162.50
Check #: 13165					Vendor Total: \$779.10
BOLTON HOME REMODELERS LLC					
Check Group:					
	1	0	VEHICLE TAX REFUND	1005.000.0000.000000.20780.00000	\$80.76
			2/23/2023	Tax Refund Exchange Account	\$80.76
VIN #1GKS2GKC7GR360525, BILL #2021-03-0050413					PO/InvoiceTotal: \$162.50
Check #: 13166					Vendor Total: \$162.50
BRODART CO.					
Check Group:					
	1	0	B6562796	1005.045.4501.000000.56400.00000	\$65.85
			2/20/2023	Library Materials - Libr.	\$65.85
Check #: 13167					PO/InvoiceTotal: \$65.85
Check #: 13166					Vendor Total: \$65.85
BROWN & BROWN OF CT INC					
Check Group:					
	1	0	11150075	1005.041.4141.000000.52010.00000	\$770.00
			1/30/2023	Insurance Admin. Fees - Empl. Bene.	\$770.00
MONTHLY CONSULTING SERVICE CONTRACT - MARCH 2023					PO/InvoiceTotal: \$770.00
Check #: 13168					Vendor Total: \$770.00

Town of Bolton

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Voucher Batch Number: 1321 03/09/2023

Fiscal Year: 2022-2023

Vendor Remit Name
Description

CATHERINE CUSHMAN & ADAM TELLER

Check Group:

VIN #JF1GJAC69EH006444, BILL #2021-03-0051103	1	0	VEHICLE TAX REFUND	1005.000.0000.000000.20780.000000			\$202.29
Tax Refund Exchange Account			2/24/2023				
Check #: 13169							

PO/Invoice Total: \$202.29
Vendor Total: \$202.29

CBOA

T1118

Check Group:

3/16/23 TRAINING MEETING REGISTRATIONS - J RUPERT & R HECKMAN	1	0	3/16/23 MEETING	1005.041.4151.000000.53200.000000			\$170.00
Prof. Educational Training - Build. & Land Use			3/1/2023				
Check #: 13170							

PO/Invoice Total: \$170.00
Vendor Total: \$170.00

COMCAST.

Check Group:

HP INTERNET #5775	1	0	#5775 3/1-3/29/23	1005.043.4399.000000.55300.000000			\$115.35
Communications - Town Building Oper.			2/23/2023				
FIRE DEPT TV - MARCH 2023	1	0	#9727 3/1-3/31/23	1005.042.4203.000000.55300.000000			\$150.08
Communications - Fire Comm.			2/19/2023				
Check #: 13171							

PO/Invoice Total: \$265.43
Vendor Total: \$265.43

COTT SYSTEMS INC.

Check Group:

MICROFILM CREATION	1	0	151658	1005.041.4147.000000.53520.000000			\$9.54
Other Contracts - Town Clerk			2/28/2023				
E-VERIFY 12/21/22-2/21/23	1	0	151747	1005.041.4147.000000.53520.000000			\$54.81
Other Contracts - Town Clerk			2/28/2023				

Town of Bolton

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Vendor Remit Name
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 13172					
EAST RIVER ENERGY				PO/InvoiceTotal:	\$64.35
Check Group:				Vendor Total:	\$64.35
GAS - 995.70 GAL @ \$2.937340 PER GAL	1	0	1011186 TWN 2/8/2023	1005.043.4303.000000.56220.000000 Diesel & Gasoline - H.W.	\$2,924.71
DIESEL - 938 GAL @ \$3.533545 PER GAL	1	0	1011775 TWN 2/13/2023	1005.043.4303.000000.56220.000000 Diesel & Gasoline - H.W.	\$3,314.47
Check #: 13173					
EVERSOURCE.				PO/InvoiceTotal:	\$6,239.18
Check Group:				Vendor Total:	\$6,239.18
Electricity - #2007 FIRE DEPT	1	0	#2007 1/20-2/17/23 2/17/2023	1005.043.4399.000000.56220.000000 Electricity - Town Building Oper.	\$528.62
Electricity - #2014 TOWN HALL	1	0	#2014 1/20-2/17/23 2/17/2023	1005.043.4399.000000.56220.000000 Electricity - Town Building Oper.	\$469.18
Electricity - #2020 98 NOTCH REAR	1	0	#2020 1/20-2/17/23 2/17/2023	1005.043.4399.000000.56220.000000 Electricity - Town Building Oper.	\$434.55
Electricity - #2031 LIONS	1	0	#2031 1/20-2/17/23 2/17/2023	1005.043.4399.000000.56220.000000 Electricity - Town Building Oper.	\$46.36
Electricity - #2041 INDIAN NOTCH PARK	1	0	#2041 1/20-2/17/23 2/17/2023	1005.043.4399.000000.56220.000000 Electricity - Town Building Oper.	\$44.13
Electricity - #2045 LIBRARY	1	0	#2045 1/20-2/17/23 2/17/2023	1005.043.4399.000000.56220.000000 Electricity - Town Building Oper.	\$345.34

Town of Bolton

Voucher Detail Listing

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Vendor Remit Name
Description

Voucher Batch Number: 1321

03/09/2023

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Electricity - #2055 GAZEBO	1	0	#2055 1/20-2/17/23 2/17/2023	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$44.00
Electricity - #2075 98 NOTCH SSS	1	0	#2075 1/20-2/17/23 2/17/2023	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$44.00
Electricity - #2086 RST	1	0	#2086 1/20-2/17/23 2/17/2023	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$64.67
Electricity - #2092 NRMC	1	0	#2092 1/20-2/17/23 2/17/2023	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$739.36
Electricity - #4029 BHF	1	0	#4029 1/20-2/17/23 2/17/2023	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$20.34
Electricity - #4069 BALLFIELD	1	0	#4069 1/20-2/17/23 2/17/2023	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$96.14
Electricity - #6034 BI-OP SHED	1	0	#6034 1/20-2/17/23 2/17/2023	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$44.67
Electricity - #9098 TENNIS COURTS	1	0	#9098 1/20-2/17/23 2/17/2023	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$191.72
Check #: 13174					
PO/InvoiceTotal:					\$3,113.08
Vendor Total:					\$3,113.08
FRONTIER.					
Check Group:					
NRMC TELEPHONE #1243	1	0	#1243 2/17-3/16/23 2/17/2023	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$325.13
Check #: 13175					
PO/InvoiceTotal:					\$325.13
Vendor Total:					\$325.13

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Voucher Batch Number: 1321

03/09/2023

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
GEORGINA'S RESTAURANT AND BANQUETS					
Check Group: B8419					
	1	0	ORDER #106943	1005.042.4203.000000.56300.000000	\$92.50
			2/25/2023	Other Supplies - Fire Comm.	
	1	0	ORDER #107095	1005.042.4203.000000.56300.000000	\$86.00
			2/26/2023	Other Supplies - Fire Comm.	
Check #: 13176					
PO/InvoiceTotal:					\$178.50
Vendor Total:					\$178.50
HILLYARD - NEW ENGLAND					
Check Group:					
	1	0	605033498	1005.043.4399.000000.56100.000000	\$22.94
			2/21/2023	Supplies - Town Building Oper.	
Check #: 13177					
PO/InvoiceTotal:					\$22.94
RESTROOM CLEANER HIL010094					
	8	231083	605024983	1005.043.4399.000000.56100.000000	\$470.40
			2/13/2023	Supplies - Town Building Oper.	
	1	231083	605024983	1005.043.4399.000000.56100.000000	\$260.01
			2/13/2023	Supplies - Town Building Oper.	
	1	231083	605024983	1005.043.4399.000000.56100.000000	\$34.19
			2/13/2023	Supplies - Town Building Oper.	
	1	231083	605024983	1005.043.4399.000000.56100.000000	\$65.37
			2/13/2023	Supplies - Town Building Oper.	
	1	231083	605024983	1005.043.4399.000000.56100.000000	\$442.81
			2/13/2023	Supplies - Town Building Oper.	
	1	231083	605024983	1005.043.4399.000000.56100.000000	\$368.18
			2/13/2023	Supplies - Town Building Oper.	

Town of Bolton

Voucher Detail Listing

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Vendor Remit Name Description

Voucher Batch Number: 1321

03/09/2023

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
TOWELS KRAFT ROLL SCA290088					
	4	231083	605024983 2/13/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$226.48
				Check #: 13177	
				PO/Invoice Total:	\$1,867.44
				Vendor Total:	\$1,890.38
Hooker & Holcombe, Inc.					
Check Group:					
	1	0	H0H010476 TWN 2/17/2023	1005.041.4117.000000.53300.00000 Professional/Tech Services - Finan.	\$247.50
				Check #: 13178	
				PO/Invoice Total:	\$247.50
				Vendor Total:	\$247.50
LAFRAMBOISE WATER SERVICE INC					
Check Group:					
	1	0	54549 2/22/2023	1005.043.4399.000000.54300.00000 Repair & Maint. Services - Town Build. Oper.	\$135.00
				Check #: 13179	
				PO/Invoice Total:	\$135.00
MARCH 2023 CERTIFIED WELL OPERATOR SERVICES - NOTCH RD WELL SYSTEM					
	1	230951	54379 2/15/2023	1005.043.4399.000000.54300.00000 Repair & Maint. Services - Town Build. Oper.	\$409.02
				Check #: 13179	
				PO/Invoice Total:	\$409.02
				Vendor Total:	\$544.02
LOWES BUSINESS ACCOUNT					
Check Group:					
	1	0	27382 2/16/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$74.12

Town of Bolton

Voucher Detail Listing

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Vendor Remit Name
Description

Voucher Batch Number: 1321

03/09/2023

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
SALES TAX REFUNDED ON PURCHASE OF 2 x 4s	1	0	27382 CREDIT 2/16/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	(\$4.44)
ADDITIONAL BATHROOM RENOVATION MATERIALS	1	0	28715 2/8/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$170.77
SUPPLIES & SALT FOR FIRE HOUSE WATER SYSTEM	1	0	28931 2/9/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$136.69
TAX REFUNDED TWICE ON INV #S 84199 REFUND & 84199 RETURN - APPLYING TO OUTSTANDING SALES TAX PREVIOUSLY CHARGED TO ACCT	1	0	76565 10/29/2022	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$6.58
Check #: 13180					
Check Group:					PO/InvoiceTotal: \$383.72
MATERIALS TO RENOVATE ROOM A & BATHROOM AT NRMCM	1	231002	25463 1/18/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$1,322.19
SALES TAX REFUND FOR PURCHASE OF RENOVATION MATERIALS	1	231002	84199 CREDIT 1/31/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	(\$43.13)
CREDIT FOR RETURN OF PURCHASED RENOVATION MATERIALS	1	231002	84199 RETURN 1/31/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	(\$110.15)
MATERIALS TO RENOVATE ROOM A & BATHROOM AT NRMCM	1	231002	84199/84200 1/31/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$1,344.88
SALES TAX REFUND FOR RENOVATION MATERIALS PURCHASED 1/31/23	1	231002	84200 CREDIT 2/1/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	(\$37.17)
Check #: 13180					
MARTIN L. HAINSEY					PO/InvoiceTotal: \$2,476.62
Check Group:					Vendor Total: \$2,860.34

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1321 03/09/2023

Fiscal Year: 2022-2023

Vendor Remit Name
Description

VIN #1C4SDJGJXJC416137, BILL #2021-03-0052061 Vendor # QTY PO No. Invoice Invoice Date Account Amount

1 0 VEHICLE TAX REFUND 1005.000.0000.000000.20780.00000 \$111.69

2/23/2023 Tax Refund Exchange Account

Check #: 13181 PO/InvoiceTotal: \$111.69

Vendor Total: \$111.69

MCKESSON MEDICAL-SURGICAL

Check Group:

RESUSCITATORS

1 230239 52828105 1005.042.4203.000000.56900.00000 \$52.00

2/26/2023 Medical Supplies - Fire Comm.

1 230239 52828106 1005.042.4203.000000.56900.00000 \$314.12

2/26/2023 Medical Supplies - Fire Comm.

1 230239 52836226 1005.042.4203.000000.56900.00000 \$14.66

2/27/2023 Medical Supplies - Fire Comm.

Check #: 13182 PO/InvoiceTotal: \$380.78

Vendor Total: \$380.78

MICHAEL TERRY

Check Group:

363 LAKE ST, BILL #2021-01-0000374

1 0 PROP TAX REFUND 1005.000.0000.000000.20780.00000 \$579.40

10/25/2022 Tax Refund Exchange Account

Check #: 13183 PO/InvoiceTotal: \$579.40

Vendor Total: \$579.40

MIDWEST TAPE

Check Group:

2 DVDs

1 0 503369351 1005.045.4501.000000.56400.00000 \$26.23

2/14/2023 Library Materials - Libr.

1 0 503382610 1005.045.4501.000000.56400.00000 \$124.44

2/16/2023 Library Materials - Libr.

Check #: 13183 PO/InvoiceTotal: \$579.40

Vendor Total: \$579.40

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name Description

Voucher Batch Number: 1321

03/09/2023

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
MOHAWK SAFETY					
Check Group:					
	1	0	134160	1005.043.4399.000000.56100.000000	\$150.67
PERSONAL PROTECTIVE EQUIPMENT					
			2/17/2023	Supplies - Town Building Oper.	\$150.67
Check #: 13184					
PO/InvoiceTotal:					\$150.67
Vendor Total:					\$150.67
MONACO & SONS MOTOR SALES, INC.					
Check Group:					
	1	231165	968489	1005.043.4399.000000.56100.000000	\$349.60
REDUCTANT HEATER FOR F-450					
			2/27/2023	Supplies - Town Building Oper.	\$349.60
Check #: 13186					
PO/InvoiceTotal:					\$349.60
Vendor Total:					\$349.60
MUNICIPAL EMERGENCY SERVICES					
Check Group:					
	1	230684	IN1839598	1005.042.4203.000000.56930.000000	\$2,001.45
20 CRITICAL COVERAGE HOODS					
			3/1/2023	Uniforms & Supplies - Fire Comm.	\$2,001.45
Check #: 13187					
PO/InvoiceTotal:					\$2,001.45
Vendor Total:					\$2,001.45
NATHAN L. JACOBSON & ASSOC, INC.					
Check Group:					
	1	0	96293	2988.041.4151.415135.25000.000000	\$105.04
0968-0047 BOLTON MOBIL 129 BOSTON TPKE - STUDY					
			2/16/2023	129 Boston Tpke.	\$105.04
	1	0	96308	2988.041.4151.415142.25000.000000	\$276.78
1065-0009 176 GRIER RD, VERNON - REVIEW					
			2/16/2023	176 Grier Raod	\$276.78

Town of Bolton

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Voucher Batch Number: 1321

03/09/2023

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 13188					
				PO/InvoiceTotal:	\$381.82
				Vendor Total:	\$381.82
NEXT-GEN SUPPLY GROUP LLC					
Check Group: T1651					
PAPER TOWELS	1	0	360330-01 2/24/2023	1005.043.4399.000000.56100.000000 Supplies - Town Building Oper.	\$62.86
Check #: 13189					
PO/InvoiceTotal: \$62.86					
Check Group:					
6 CASES HOUSE HOLD PAPER TOWELS SCATB9201	1	231116	360330 2/16/2023	1005.043.4399.000000.56100.000000 Supplies - Town Building Oper.	\$324.11
4 CASES TOILET PAPER SCATM6120	1	231116	360330 2/16/2023	1005.043.4399.000000.56100.000000 Supplies - Town Building Oper.	\$291.80
Check #: 13189					
PO/InvoiceTotal: \$615.91					
Vendor Total: \$678.77					
NORTH CENTRAL CONSERVATION DISTRICT					
Check Group:					
MONTHLY WETLANDS AGENT PAYMENT - MARCH 2023	1	230112	2474 3/1/2023	1005.041.4151.000000.53300.000000 Professional/ Tech Serv - Build. & Land Use	\$1,257.00
Check #: 13190					
PO/InvoiceTotal: \$1,257.00					
Vendor Total: \$1,257.00					
ROVAC C/O PETER GOSTIN					
Check Group:					
FALL 2022 CONFERENCE REGISTRATIONS - B DIXON, R LALLY, D NEIL, M HEBERT & W HEBERT	1	231151	FALL 2022 CONFERENCE 2/23/2023	1005.041.4197.000000.53200.000000 Prof. Educational Training - Elect.	\$1,000.00
Check #: 13191					

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name Description

Voucher Batch Number: 1321

03/09/2023

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
SHI INTERNATIONAL CORP					
Check Group: POWEREDGE T620 SERVER PARK PLACE WARRANTY					
1	231132	B16523293	2/23/2023	1005.041.4107.000000.53520.00000 Other Tech. Services - Admin.	\$168.50
Check #: 13192					PO/Invoice Total: \$1,000.00
					Vendor Total: \$1,000.00
STAPLES CREDIT PLAN					
Check Group: REFUND FOR 4 CALENDARS					
1	0	3194676451	12/19/2022	1005.041.4107.000000.56120.00000 Office Oper. Supplies - Admin.	(\$30.97)
DESK CALENDAR					
1	0	3195185861	12/20/2022	1005.041.4135.000000.56120.00000 Office Oper. Supplies - Tax Coll.	\$19.96
MECHANICAL PENCILS					
1	0	3195185861	12/20/2022	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$10.79
Check #: 13193					PO/Invoice Total: (\$0.22)
HP PRINTER PACKAGE					
Check Group: HP PRINTER PACKAGE					
1	230876	3194237561	12/17/2022	1005.041.4107.000000.57300.00000 Equipment - Admin.	\$864.55
Check #: 13193					PO/Invoice Total: \$864.55
MISC OFFICE SUPPLIES - ADMIN					
Check Group: MISC OFFICE SUPPLIES - ADMIN					
1	231140	3194237561	12/17/2022	1005.041.4107.000000.56120.00000 Office Oper. Supplies - Admin.	\$524.22
Check #: 13193					PO/Invoice Total: \$524.22

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1321 03/09/2023

Fiscal Year: 2022-2023

Vendor Remit Name Description

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
TREASURER - STATE OF CONN					
Check Group:					
	1	0	FEB 2023	1005.000.0000.000000.20792.000000	\$660.00
NOMINEE AS GRANTOR/GRANTEE					
	1	0	3/2/2023	Housing/Open Space/Rec Fee Exchange Account	
COMMUNITY INVESTMENT					
	1	0	FEB 2023	1005.000.0000.000000.20792.000000	\$1,332.00
NOMINEE AS GRANTOR (ASSIGNOR OR RELEASOR)					
	1	0	3/2/2023	Housing/Open Space/Rec Fee Exchange Account	\$508.00
Check #: 13194					
PO/Invoice Total:					\$2,500.00
Vendor Total:					\$2,500.00
TREASURER, STATE OF CONNECTICUT.					
Check Group:					
	1	0	FEB 2023	1005.000.0000.000000.20790.000000	\$296.00
HISTORIC DOC PRESERVATION - FEB 2023					
			3/2/2023	Hist Doc Preservation Exchange Account	
Check #: 13195					
PO/Invoice Total:					\$296.00
Vendor Total:					\$296.00
TYCHE PLANNING & POLICY GROUP, LLC					
Check Group:					
	1	230164	012_2023_02	1005.041.4151.000000.53300.000000	\$2,000.00
ZEO OFFICIAL MONTHLY SERVICES - FEB 2023					
			3/1/2023	Professional/ Tech Serv - Build. & Land Use	
Check #: 13196					
PO/Invoice Total:					\$2,000.00
Vendor Total:					\$2,000.00
UNITED RENTALS (NORTH AMERICA), INC					
Check Group:					
	1	231117	216167926-001	1005.043.4399.000000.54300.000000	\$475.00
ANNUAL INSPECTION ON SCISSOR LIFT					
			2/16/2023	Repair & Maint. Services - Town Build. Oper.	
PO/Invoice Total:					\$2,000.00
Vendor Total:					\$2,000.00

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name Description

Voucher Batch Number: 1321

03/09/2023

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 13197					
VERIZON WIRELESS					PO/Invoice Total: \$475.00
Check Group:					Vendor Total: \$475.00
SENIORS TELEPHONE #1130	1	0	9928057715 2/19/2023	1005.044.4427.000000.55300.00000 Telephone - Sen. Serv.	\$18.33
SENIORS TELEPHONE #5383	1	0	9928057715 2/19/2023	1005.044.4427.000000.55300.00000 Telephone - Sen. Serv.	\$18.33
TOWN TELEPHONE #7775 B&G	1	0	9928057715 2/19/2023	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$26.77
TOWN TELEPHONE #3386 J RUPERT	1	0	9928057715 2/19/2023	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$50.41
TOWN TELEPHONE #1082 REC DEPT	1	0	9928057715 2/19/2023	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$40.01
Check #: 13198					
VILLAGE SPRING DISTRIBUTOR LLC					PO/Invoice Total: \$153.85
Check Group:					Vendor Total: \$153.85
WATER DELIVERY	1	0	161307 - TOWN HALL 2/16/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$59.60
Check #: 13199					
WECARE DENALI LLC					PO/Invoice Total: \$59.60
Check Group:					Vendor Total: \$59.60
RECYCLING LOGS	1	231144	INVELTN096149 2/14/2023	1005.084.8405.000000.54101.00000 Refuse Removal. - Ref. Serv.	\$450.00
Check #: 13200					

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name
Description

Voucher Batch Number: 1321

03/09/2023

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
PO/Invoice Total:					\$450.00
Vendor Total:					\$450.00
Grand Total:					\$34,796.47

End of Report

3/07/23

March Highlights

From Town Administrator

- Visited Eagle Leasing and Wilscot sites and reviewed temporary building options with First Selectman Sawyer.
- Discussed Notch Road prohibition with Town Attorney and obtained the attached memo for consideration.
- Tree cutting for connectivity grant is complete and the trees of concern have been trimmed by Bartlett Tree.
- Novus is continuing work on cybersecurity and the Town will be migrating to a dot gov domain.
- The trails grant was completed and submitted on time.
- I attended and participated in the CRCOG Policy Board meeting.
- We have provided additional information for the Neglected Cemeteries Grant application.
- Drafted a job description for Cemetery Maintenance Groundskeeper.
- Posted for openings Program Coordinator/Cemetery Maintainer/ Chief Bldg Off/ Van Driver.
- Held interviews for and filled Chief BO and Van Driver.
- Provided cybersecurity questionnaire to insurance company.
- Completed and submitted OSHA 300 Log.
- Created budget books.
- Provided snacks for staff appreciation week.
- Working on public hearing information for BLRWCA.
- Ongoing discussion with Attorney Barger regarding 65 Shoddy Mill Road.
- Reviewing opportunities to improve accessibility at Notch Road and Herrick Park.
- Memo regarding legal fee increase attached.

Respectfully Submitted, James Rupert

MICHELSON, KANE, ROYSTER & BARGER, P.C.

ATTORNEYS AND COUNSELORS AT LAW

HARTFORD SQUARE NORTH
TEN COLUMBUS BOULEVARD
HARTFORD, CONNECTICUT 06106

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

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

PAUL R. FITZGERALD
BETH N. MERCIER
CAROLYN A. YOUNG #

□ ALSO ADMITTED IN
MASSACHUSETTS

ALSO ADMITTED IN
NEW YORK

February 22, 2023

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

Jim Rupert

Administrator of Bolton Lakes Regional Water Pollution Control Authority
222 Bolton Center Road
Bolton, CT 06043

Re: Professional Fees paid to Michelson, Kane, Royster & Barger, P.C.

Dear Jim,

As you may know I enjoy and value highly the opportunity to serve Bolton as it's Town Attorney and have since 1988. Since July of 2015 our hourly rates have been \$150.00 per hour for all non litigation matters and \$175.00 per hour for litigation matters. Since 2015 our firm has seen significant increases in all the obvious expenses including rent, insurance, salaries, etc. Indeed, the internet tells me (so it must be true) that the cumulative rate of inflation means that a 2015 dollar is now worth \$1.26. It is therefore with the realization of financial necessity coupled with a feeling of reluctance, that I am requesting a \$50.00 per hour increase in our current rates. The new rates would continue to be substantially below the standard rates currently charged by the firm which range to \$400 per hour. The effective date of this proposed increase could be March 1st.

This will help meet the ever increasing overhead costs of running a law office and enable me/us to continue with our valued relationship with the Town of Bolton. I look forward to hearing from you regarding any questions or concerns.

Best regards.

Sincerely,

Richard L. Barger

Richard L. Barger

RLB/es

7A

MICHELSON, KANE, ROYSTER & BARGER, P.C.

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□ ALSO ADMITTED IN
MASSACHUSETTS

ALSO ADMITTED IN
NEW YORK

Opinion No. 235

February 14, 2023

Via Email: jrupert@boltonct.org

Jim Rupert

Administrator of Bolton Lakes Regional Water Pollution Control Authority

222 Bolton Center Road

Bolton, CT 06043

Re: Use of Notch Road Access to Routes 6 and 44

Dear Jim,

Under date of February 9, 2023 you wrote requesting the undersigned's ideas and/or opinions regarding the above referenced. Apparently, the Board of Selectmen have discussed this matter on several occasions with there being a general consensus that this is a dangerous intersection and that, perhaps, Town employees should be advised or ordered not to use it when driving Town owned vehicles.

I concur with the Selectmen's observation. This is indeed a fairly dangerous intersection. Years ago I represented a party whose car was t-boned coming out of Notch Road, and, that may have been before the Route 384 connector was built which has increased not only the traffic but also the speed of the vehicles coming off of it.

The Selectmen are apparently considering an outright prohibition prohibiting all employees who regularly drive town vehicles from using that intersection. Alternatively, the Selectmen are also considering establishing a guideline that states something to the effect that "whenever an alternate road is available it shall be used". You advise that each employee that regularly drives a town vehicle would have to sign a document indicating that they have read and understand such guideline. Presumably, that document would become part of the individual employee's personnel record. Additionally, new employees who may be assigned to regularly drive a town vehicle would also be required to sign the same as part of their employment package.

You have asked whether I have any other ideas that may be appropriate regarding this issue.

My thoughts and observations include:

1. What I do see are potentially more issues of a personnel nature for the Town Administrator to be prepared to handle. Are all Town vehicles equipped with GPS devices that would have to be monitored on a regular basis? How would a violation become to be known? Would another Town employee have to "tell" on a fellow employee? Would this then lead to a factual inquiry/investigation with disputed evidence? What discipline would be appropriate should it be determined that there was in fact a violation of the prohibition or the guideline memo? Would the discipline be different depending on which alternative the Selectmen choose? These are just some of the issues that may arise should the Selectmen take this action.
2. I do not believe that there would be an impact on the Town by the Selectmen deciding to proceed one way or the other. In either event, the Selectmen are not adopting an ordinance and, neither choice would rise to the level of a regulation or a law the violation of which could impact the Town's liability in the event of an accident with a Town vehicle.
3. I do not see where the Town's contract with the employees' union would necessarily be an issue. However, I have not read or seen that particular contract. If you think it might have some bearing on this issue, perhaps you can forward me a copy.

Conclusion

If I were a member of the Board of Selectmen I would be leaning toward the guideline memo which I believe would give the Personnel Director and/or the Board of Selectmen more discretion in dealing with a violation of the guideline.

If you require anything further please do not hesitate to contact me.

Best regards.

Sincerely,

Richard L. Barger

Richard L. Barger

RLB/es

Possible add by motion of board.

TOWN OF BOLTON
BOARD/COMMISSION
INTEREST FORM

Thank you for your interest in serving on a board or commission in our community. Volunteers play a major role in our Town government. The Board of Selectmen or subcommittee will review the information provided and may ask to meet with you to consider appointment.

Name: JESSICA WEBB
Address: 93 Volpi Road
Telephone Number: 203-996-6963 Cell Number: SAME
Email Address: JESSICAWEBB04@GMAIL.COM
Political Affiliation: REP

I am interested in serving on the (name of board/commission) BLRWPCA
as a full member and/or alternate .

Please provide a brief statement as to why you are interested in serving on this board/commission.
CONCERNED ABOUT WATER QUALITY & WOULD LIKE TO SERVE THE COMMUNITY

Please share any pertinent information on your background, education and experience as it relates to the board/commission position.
CONSTRUCTION MANAGER FOR THE MDC OVER 10 YRS OF STORM/SWR EXPERIENCE

Please add any additional information or comments.

Signed: J Webb Date: 3/5/23

If you have any questions, please contact the Selectman's Office.

Please complete this form and return to:
Selectman's Office
222 Bolton Center Road
Bolton, CT 06043
hr@boltonct.org
(860) 649-8066 x 6111

Possible Add by
motion of Board

McCavanagh, Kathleen

From: Carson, Patrice
Sent: Monday, March 6, 2023 12:35 PM
To: McCavanagh, Kathleen
Cc: Rupert, Jim; 'tmanning818@sbcglobal.net'
Subject: FW: BoS Input on Regulation Amendments

Chairman Manning asked that I forward his correspondence to you for the Board of Selectmen to discuss at their meeting on March 7.

Thank you.

*Patrice L. Carson, AICP
Consulting Director of Community Development
Town of Bolton
860.359.1454*

From: Thomas A. Manning <thomas.manning@rdaep.com>
Sent: Monday, March 06, 2023 12:13 PM
To: Carson, Patrice <pcarson@boltonct.org>
Cc: tmanning818@gmail.com
Subject: RE: BoS Input on Regulation Amendments

The Planning and Zoning Commission received comments from just two residents at a public hearing in February regarding proposed cannabis regulations. Given that this has been such a controversial issue in the past, it would be best if more input on the matter were received, so the public hearing was continued to this Wednesday, March 8, 2023. The members would appreciate input from the Board of Selectmen while the public hearing is still open. Both spoken and written comments will be entered into the record and considered during our deliberations.

Thomas A. Manning

Thomas A. Manning, Chairman
Bolton Planning and Zoning Commission
(860) 990-4698 cell
tmanning818@sbcglobal.net