

**BOLTON BOARD OF SELECTMEN
REGULAR MEETING
7:00 PM, TUESDAY, MAY 2, 2023
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD
In-Person and Virtual (Hybrid Format)**

MINUTES

Board of Selectmen Members Present In-Person: First Selectman Pamela Sawyer, Deputy First Selectman Robert Morra, Adam Teller

Board of Selectmen Members Present Via Zoom: Michael Eremita (7:16 p.m.), Robert DePietro

Staff Present In-Person: Town Administrator James Rupert

Staff Present Via Zoom: Recording Secretary Linda H. McDonald

Others Present Via Zoom: Nick Lavigne (Community Voice Channel), Rodney Fournier, Amanda Gordon

Others Present In-Person: Jim Loersch, Mike Sheehan, Betsey Sheehan, William Rady, Jake Mott, William Freeman, Dorothy Hall

1. **Call to Order:** P. Sawyer called the meeting to order at 7:05 p.m. The Pledge of Allegiance was recited.

2. **Public Comment:**

Jamie Freeman of 3 Daria Drive commented that she and the neighbors have seen an increase in safety hazards and their quality of life has declined, stemming from people not stopping at the stop signs at the intersection of Webster Lane. She said there is a fear of collisions on a regular basis and the noise level has increased from heavy revving of truck engines at the stop signs. Her hope is that the board will re-evaluate the stop sign and remove it.

William Rady of 282 Hebron Road commented that the other stop signs on Hebron Road are very useful because they control traffic but the stop signs at Webster Lane do not control traffic and were put in for the purpose of controlling speed but, in reality have created an environment that is less safe.

Mike Sheehan of 4 Daria Drive commented on cars not coming to a legal stop at the stop signs and the noise factor. He suggested using the blinking speed sign in place of stop signs might help slow the traffic. His hope is that the board can make an adjustment.

Jim Loersch of 3 Brandy Street commented he is a strong believer that the town needs a new Town Hall. He shared a newspaper article on the new town hall in Farmington. He suggested a new town hall could be constructed in the footprint of the old elementary school on Notch Road.

Jake Mott of 275 Hebron Rd commented he is more inclined to having a state trooper sit somewhere and enforce the speed limit more than trying to get people to stop. He said 90% of the people do not stop at the sign at night.

Bill Freeman of 3 Daria Drive commented he does not believe the stop signs are going to serve a purpose there. He said a speed sign would be better.

P. Sawyer thanked the audience members for coming and speaking at the meeting. She said she received an email from Carol Rady of 282 Hebron Road, which she will add to the record, with observations of the stop signs, results and conclusions from her efforts to create an actual report of incidences on this issue.

3. Approval of Minutes:

3.a April 4, 2023 –Regular Meeting: The following amendment was made to the April 4, 2023 regular meeting minutes:

“7.d A. Teller said he believes the board or the department heads, not the Town Administrator, should take the heat when the public asks about the ~~fluffy~~ **flurry** of transfers at the end of the budget.”

R. Morra MOVED to approve the April 4, 2023 regular meeting minutes as amended. A. Teller SECONDED. MOTION CARRIED 5:0:0.

3.b April 18, 2023 – Special A/P Meeting:

R. Morra MOVED to approve the April 18, 2023 special meeting minutes as presented. A Teller SECONDED. MOTION CARRIED 5:0:0.

4. Appointments:

R. Morra MOVED to add 4.d Resignation of Mark Altermatt as member of ZBA and Town Moderator. M. Eremita SECONDED. MOTION CARRIED 5:0:0.

4.a Cheryl Udin – BLRWPCA:

R. Morra MOVED appoint Cheryl Udin to the BLRWPCA. A. Teller SECONDED. MOTION CARRIED 5:0:0.

4.b Diane DeNunzio – Inland Wetlands Commission (Alternate):

R. Morra MOVED to appoint Diane DeNunzio to fill an Alternate vacancy on the Inland Wetlands Commission. M. Eremita SECONDED. P. Sawyer thanked D. DeNunzio for stepping forward to be on the commission. MOTION CARRIED 5:0:0.

4.c Robert Morra and James Rupert -Eastern Highland Health District (re-appointments):

R. DePietro MOVED to re-appoint Robert Morra as Alternate and James Rupert as representative to the Eastern Highland Health District Board of Directors. M. Eremita SECONDED. MOTION CARRIED 5:0:0.

4.d Resignation of Mark Altermatt as member of ZBA and Town Moderator:

A. Teller MOVED to accept the resignation of Mark Altermatt with regret as town meeting moderator and ZBA member. M. Eremita SECONDED. P. Sawyer thanked Mr. Altermatt for all his service to the town. MOTION CARRIED 5:0:0.

5. New Business

5.a Consider and Act on Request for \$\$ from Temporary Building Commission:

J. Rupert explained the committee put together solicitations design build and are asking the BOS to consider and act on \$50,000 for securing professional engineering and architectural services and \$99,000 for the design build team solicitations. He said he told the commission's chairman

that the BOS would probably put this on hold since the goal right now is to create a master plan for the fire department which may have a significant impact on what a new addition to the fire department would look like.

R. Morra concurred that would be appropriate at this time.

A. Teller added, at the last tri-board meeting, a straw poll was taken with the people in the room of what the town's building projects priorities were going to be and the firehouse was not among the top three. He agrees with R. Morra that this is premature.

R. DePietro concurred with R. Morra and A. Teller. The BOS has to encourage the long-term strategy plan and also think about the delivery of the new fire truck. He said he does not want things to get postponed for too long.

M. Eremita agreed that if the town is going to proceed with the master plan, that should be done first. He said he has serious concerns about long-term planning because the town rarely follows the plan they develop. He also expressed concern about safety in that building.

A. Teller MOVED that the Board of Selectmen communicate with the Public Building Commission that the BOS believes this project needs to be put on hold until the strategic plan is developed for the fire department. R. Morra SECONDED. MOTION CARRIED 4:1:0 with M. Eremita opposed.

5.b Consider and Act on Amending the Capital Budget on Behalf of the BOE at the May 16, 2023 Annual Town Meeting:

J. Rupert explained the BOE had leftover bond monies in 2017. The BOS has taken action to allocate that monies in the capital budget for the BOE to be able to use them for a fireproof stage curtain, cafeteria kitchen stove, energy management system and lockers to the extent of the remaining funds are available. As of July 1, 2023 that money will have gone stale so, in order to keep this money in the capital budget for those purposes, it requires action at a town meeting. He said, if the board wishes, the call for the annual town meeting and resolutions have been amended to include that ask.

M. Eremita MOVED the Board of Selectmen approve amending the call and resolutions for the May 16, 2023 Annual Town Meeting as follows:

4. To authorize the approval of the remaining funds from the 2017 borrowing allocation for the Board of Education projects at the Bolton Center School, according to Section (a)(iv) of the approved resolution of the town meeting on January 25, 2017, for the purposes of the replacement of the fireproof stage curtain, cafeteria kitchen stove, energy management system and lockers, to the extent of the remaining available funds continue to be available for those approved purposes through July 1, 2024.

Item #4

RESOLVED: That the remaining funds from the 2017 borrowing allocation for the Board of Education projects at the Bolton Center School, according to Section (a)(iv) of the approved resolution of the town meeting on January 25, 2017, for the purposes of the replacement of the fireproof stage curtain, cafeteria kitchen stove, energy management system and lockers, to the

extent of the remaining available funds continue to be available for those approved purposes through July 1, 2024.

A. Teller SECONDED. MOTION CARRIED 5:0:0.

5.c Consider and Act on the Call and Resolutions for the Annual Town Meeting on May 16, 2023:

A. Teller MOVED the Board of Selectmen approve the call of the annual town meeting and the accompanying resolutions for May 16, 2023. R. Morra SECONDED. MOTION CARRIED 5:0:0.

5.d Consider and Act on Giveback of Unused Funding from FY2022-2023:

J. Rupert explained he and the Chief Financial Officer have identified \$85,000 in specific areas they believe can be given back as noted below. He is asking the board to leave it up to his and the Chief Financial Officer's discretion to find an additional \$15,000 so the town can appropriate a giveback of \$100,000 even.

Administration - \$25,000
Finance - \$3,000
Unemployment Compensation - \$25,000
Fire Fighter Retention - \$4,912
Workers Compensation - \$11,312
Health Insurance - \$5,358
Mileage Stipends/Reimbursement - \$2,000
Probate - \$318
Animal Control - \$100
Fire Marshal Payroll - \$5,000
Temporary Building Commission - \$3,000
Various Budgets - \$15,000

Total - \$100,000

R. Morra MOVED the Board Of Selectmen notify the Board of Finance that the BOS will be returning an unexpended amount of \$100,000.

R. DePietro amended the motion as follows: "and give the Town Administrator the leeway to find the extra \$15,000". R. Morra accepted the amendment.

R. DePietro SECONDED the amended motion. MOTION CARRIED 5:0:0.

5.e Consider and Act on Approving taking \$350 from the Founders Day Fund for the Veterans Commission to Pay for Sgt. Clark's Memorial Plaque:

P. Sawyer commented that this bronze plaque has been approved by the Veterans Commission to honor Sgt. Clark that will be carved into the bench.

R. Morra MOVED the Board of Selectmen approve taking \$350 from the Founders Day Fund for the Veterans Commission to pay for Sgt. Clark's Memorial Plaque. A. Teller SECONDED. MOTION CARRIED 5:0:0.

5.f Consider and Act on the Use of Town Vehicles using Notch Road at Route 384:

P. Sawyer noted this issue has been discussed by the board and referred to correspondence dated February 14, 2023 from Town Attorney Richard Barger with his opinion regarding the use of Notch Road access to Routes 6 and 44 by town employees driving town-owned vehicles as requested by the board.

M. Eremita said this is a very grave concern of his. He strongly recommended that the board go ahead with a guideline against using Notch Road to access Routes 6 and 44 by town employees driving town-owned vehicles.

A. Teller MOVED the BOS authorize the Town Administrator to issue a dialogue to all town employees instructing them not to use the entrance to 384, Route 6 and 44 from Notch Road unless there is no other reasonable alternative or there is an emergency situation. M. Eremita SECONDED.

R. DePietro asked A. Teller for clarification on the motion if employees would be asked to sign the guideline to be put in their personnel folder. A. Teller responded he would like the Town Administrator to issue a memorandum or instructions to all employees not to use it.

P. Sawyer recommended the Town Administrator hold a meeting to announce the guideline and make sure every employee is aware of it, including the Eastern Highland Health District and reach out to the shared services employees.

MOTION CARRIED 5:0:0.

5.g Consider and Act on Request from the Heritage Farm Commission for Ansaldi Construction to fill in the Manure Pit at Heritage Farm:

P. Sawyer said this is a piece of town property.

R. Morra commented that he thinks the fill-in should be supervised by the town's building and grounds supervisor.

J. Rupert responded that, in discussion with the Building and Grounds supervisor, he agreed to this. The pit has a concrete bottom and concrete walls and would have to be broken up. The town would have to ensure this is done properly so there are no drainage issues. J. Rupert said Ansaldi is willing to do the work at no cost. There have been no specific discussions as to what type of fill it would be.

Consensus of the board was to table discussion and to add this topic to the next facilities committee meeting agenda and bring additional information to the full board.

6. Ongoing Business: None

7. Reports and Updates:

7.a Properties and Facilities Report: None

7.b FY 22 Budget Report: J. Rupert reported no concerns.

7.c Budget Transfers:

J. Rupert explained the cost of paving this year is extraordinary and the town is out of money in the paving budget. The town is trying to use funding already in the highway budget to cover paving of Shoddy Mill Road, trying to preserve the money in Town Aid Roads (TAR) so, when the town is successful in getting a grant application for the Lyman Road Bridge, the funds in TAR can be used cover the town's cost share portion of that grant.

R. Morra MOVED to approve the Highway Department transfer requests of \$19,000 from Payroll category, \$15,000 from Overtime-Payroll category, \$20,000 from Tree Trimming category and \$20,000 from Sand & Salt category to Road Repair category to cover additional road repairs. M. Eremita SECONDED.

J. Rupert said milling of Shoddy Mill Road is expected to take place on or about May 11th. The catch basin tops have already been replaced with paving scheduled around May 18th or 19th. The fire department has been notified of the anticipated work.

MOTION CARRIED 4:0:1 with A. Teller abstaining.

7.d A/P Report:

R. DePietro MOVED to approve the A/P Report as presented. R. Morra SECONDED. MOTION CARRIED 5:0:0.

8. First Selectman's Report:

8.a Dedication of Sargent Clark Bench (private and public):

P. Sawyer said there will be a private dedication for the family and a public dedication later on.

9. Administrative Officer's Report

8.a Monthly Report:

J. Rupert reported the town is in a good position this year with salt and sand. However, there was an agreement in place to purchase 120 more tons of salt for this fiscal year. That has to be paid for whether or not the town uses the material. J. Rupert 60 tons of the additional salt has been stored in the town's existing salt shed. He thanked the Town of Andover which has allowed Bolton to store the remaining 60 tons of salt in Andover's salt shed until next year. This additional salt will be the first used next year, putting the town in a good place to start the next fiscal year.

J. Rupert said he received official notice today that Town Attorney Barger is moving to the Halloran & Sage law firm. He explained the board will have to make a decision between now and June 1st of whether they would like the town files to remain with Attorney Barger and be transferred to Halloran & Sage. In conversation with Attorney Barger, J. Rupert was informed that the rates will not change. This issue will be put on the agenda for the next A/P meeting.

J. Rupert reported the town did not get the grant for the parking lot at the Nathan Hale Greenway.

J. Rupert reported he and P. Sawyer met with someone from Senator Murphy's office, talking about what the town's challenges are. He said the senator's office has responded with several ideas to help the town find solutions with regard to a new roof on the school and the building of a town hall. With the issue of the tear-down of Notch Road Municipal Center, it was suggested he meet with the group from UCONN's Technical Assistance for Brownfields Program (TAB). This meeting occurred and the group confirmed the project does not qualify for a brownfields grant for tear-down but they offered to look into the town's hazardous materials report to see if some abatement can be done rather than tear the building down. The group also offered to re-image the use of that space, for a town hall, senior housing, a green space, a community center.

J. Rupert reported that the Fire Department has applied for a \$2,500 grant that is a reimbursement. He said reimbursement funds normally go into the town's general fund. The fire department would like to have use of those funds and are asking that those funds, when they come in, be deposited back into the fire department fund. P. Sawyer said this issue will be added to the next A/P meeting agenda.

8.b Tolland Micro Transit Grant Update:

J. Rupert reported Tolland has decided not to move forward with the grant application to sponsor a two-year regional micro transit grant.

8.c Other: No other report.

By consensus, the next A/P meeting was scheduled for 8:30 a.m. on May 16, 2023.

By consensus, the next Veterans Tax Ad-Hoc committee meeting was scheduled for 1:00 p.m. on June 1, 2023.

P. Sawyer said she will look at the calendar and reach out to the members of the Facilities/Public Safety Committee to schedule a date and time for the next meeting.

- 10. Adjournment:** R. Morra MOVED to adjourn the meeting at 8:34 p.m. A. Teller SECONDED. MOTION CARRIED 5:0:0.

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.

**TOWN OF BOLTON
BOARD OF SELECTMEN
SPECIAL MEETING – A/P –8:30 A.M.
TUESDAY, MAY 16, 2023
MINUTES**

The Board of Selectmen held a special A/P meeting on Tuesday, May 16, 2023, with first selectman Pam Sawyer presiding. Also in attendance were selectmen Robert Morra, Bob DePietro, and Adam Teller; town administrator Jim Rupert; administrative assistant Suellen Kamara; and the representatives for Chelsea Groton Bank, Alexis Kahn and Harry Colonis.

Absent: Mike Eremita.

1. Call to Order.

P. Sawyer called the meeting to order at 8:30 a.m.

Movement of agenda items.

6. Consider and possibly Act on the Proposal Of Chelsea Groton Bank.

Alexis Kahn and Harry Colonis presented two options for prospective account setup, and after a few questions, the board requested another proposal and will table action until it hears back from Chelsea Groton Bank's representatives.

2. Appointments.

A. Tom Fiorentino- Town Moderator.

Motion: R. Morra moved to appoint Tom Fiorentino as Town Moderator until November 2023.

By: R. Morra

2nd: B. DePietro

Vote: Yes: R. Morra, B. DePietro, P. Sawyer and A. Teller.

No: None

Absent: M. Eremita

3. Consider and Act on A/P Report.

Motion: R. Morra moved that we accept the A/P as presented.

By: R. Morra

2nd: B. DePietro

Vote: Yes: R. Morra, B. DePietro, P. Sawyer and A. Teller.

No: None

Absent: M. Eremita

4. Consider and Act on Budget Transfers.
None.

None.

5. Consider and Act on Moving to Halloran and Sage for Town Attorneys.

Motion: The Board of Selectmen authorized attorney Barger to transfer the physical files from his former firm to Halloran and Sage temporarily until confirmation from Halloran and Sage on the terms that they are representing.

By: A. Teller, 2nd: B. DePietro

Vote:

Yes: R. Morra, B. DePietro, P. Sawyer and A. Teller.

No: None

Absent: M. Eremita

7. Adjournment.

P. Sawyer adjourned the meeting at 9:12 a.m.

Respectfully submitted,
Suellen Kamara

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 –9:30 A.M.
THURSDAY, JUNE 1, 2023
MINUTES**

The Board of Selectmen held a special A/P meeting on Thursday, June 1, 2023, with first selectman Pam Sawyer presiding. Also in attendance were selectmen Bob DePietro, and Adam Teller; town administrator Jim Rupert; and administrative assistant Suellen Kamara.
Absent: Mike Eremita and Robert Morra.

1. Call to Order.

P. Sawyer called the meeting to order at 9:35 a.m.

Movement of agenda items.

3. Consider and Act on Budget Transfers.

Motion: A. Teller moved that we accept the budget transfer from Building & Land Use of \$22,591 from Regular Payroll to Prof/Tech Services as presented.

By: A. Teller 2nd: B. DePietro

Vote: Yes: B. DePietro, P. Sawyer and A. Teller.
Absent: M. Eremita and R. Morra.

No: None

Comments: That was a typo in the last item on the budget transfer list: instead of a coma (\$600,00), it's supposed to be a period (\$600.00).

2. Consider and Act on A/P Report.

Motion: A. Teller moved that we accept the A/P as presented.

By: A. Teller 2nd: B. DePietro

Vote: Yes: B. DePietro, P. Sawyer and A. Teller.
Absent: M. Eremita and R. Morra,

No: None

4. Adjournment.

P. Sawyer adjourned the meeting at 9:43 a.m.

Respectfully submitted,

Suellen Kamara

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

4A

Elizabeth Thornton, Director
Bentley Memorial Library
Bolton, Ct.

May 25, 2023

Subject Retirement Notice

Dear Liz,

After twenty-one years of having served the town and the public, I regretfully have come to the conclusion that my official time to retire has come. As you are aware, 2023 began with a difficult time for me, not as planned. While I have loved working with the library staff, town residents, and especially the children, it is time to start a new chapter in my life. Therefore my intent to retire from my position as library assistant will be effective as of June 17, 2023.

Thank you,

Diane J. Danna

cc: James Rupert, Town Administrator

2023 Reappointment

I wish to be reappointed as:

☐ a full time member

☐ an alternate

☐ either as a full member or alternate

☒ I do not wish to be re-appointed at this time

Board/Commission: SENIOR CITIZENS

Name: RAYMOND SOMA

Address: 50 BIRCH MOUNTAIN ROAD

Day Phone: 860 643-9474

Evening Phone: _____

E-Mail: RSOMA@SNET.NET

PLEASE RETURN TO: skamara@boltonct.org or

Selectmen's Office,

222 Bolton Center Road

Bolton, CT 06043

By: May 31, 2023

2023 Reappointment

I wish to be reappointed as:

☐ a full time member

☐ an alternate

☐ either as a full member or alternate

☒ I do not wish to be re-appointed at this time

Board/Commission: Conservation

Name: Jean Laughman

Address: 20 Rosewood Lane

Day Phone: 860-646-3320

Evening Phone: Same

E-Mail: jean.laughman@gmail.com

PLEASE RETURN TO: skamara@boltonct.org or Selectmen's Office,
222 Bolton Center Road
Bolton, CT 06043

By: May 31, 2023

2023 Reappointment

I wish to be reappointed as:

- ☒ a full time member
☐ an alternate
☐ either as a full member or alternate
☐ I do not wish to be re-appointed at this time.

Board/Commission: Fire Commission

Name: John Morlanos

Address: 9 Cook Dr
Bolton CT 06043

Day Phone: 860 841 0285

Evening Phone: " "

E-Mail: ~~Morlanos~~ morlanj@att.net

PLEASE RETURN TO: hr@boltonct.org

or

Jim Rupert, Town Administrator
222 Bolton Center Road
Bolton, CT 06043

By: May 20, 2023

2023 Reappointment

I wish to be reappointed as:

- ☒ a full time member
☐ an alternate
☐ either as a full member or alternate
☐ I do not wish to be re-appointed at this time

Board/Commission: Bolton Heritage Farm

Name: Arlene F. Fiano

Address: 6 Bayberry Road

Day Phone: 860 - 916 - 3446

Evening Phone: same

E-Mail: affiano@comcast.net

PLEASE RETURN TO: skamara@boltonct.org or Selectmen's Office,
222 Bolton Center Road
Bolton, CT 06043

By: May 31, 2023

2023 Reappointment

I wish to be reappointed as:

- ☒ a full time member
☐ an alternate
☐ either as a full member or alternate
☐ I do not wish to be re-appointed at this time

Board/Commission: Heritage Farm Commission
Name: Beth Ann Harvey
Address: 176 Bolton Center Rd
Day Phone: 860-649-1331
Evening Phone: Same
E-Mail: bharvey176@aol.net

PLEASE RETURN TO: skamara@boltonct.org or Selectmen's Office,
222 Bolton Center Road
Bolton, CT 06043

By: May 31, 2023

2023 Reappointment

I wish to be reappointed as:

- ☒ a full time member
☐ an alternate
☐ either as a full member or alternate
☐ I do not wish to be re-appointed at this time

Board/Commission: Bolton Conservation Commission

Name: Alan Bicknell

Address: 890 Boston Tpke Apt G 7

Day Phone: 860 748-0825

Evening Phone: same

E-Mail: alangbicknell@gmail.com

PLEASE RETURN TO: skamara@boltonct.org or Selectmen's Office,
222 Bolton Center Road
Bolton, CT 06043

By: May 31, 2023

Rupert, Jim

5H

From: Robyn Nichols <rnichols@crcog.org>
Sent: Wednesday, May 31, 2023 2:00 PM
Subject: CCSWA June Meeting - Exec. Committee and Officer Election - for consideration
Importance: High

This message originated from outside of Bolton. Please be careful when clicking links or opening attached documents.

Dear CCSWA Members:

In preparation for our June 12th, 2023 CCSWA Meeting, we ask that you consider candidates for the Executive Committee and Officer positions, esp. if you are interested in serving in such capacity.

Pursuant to the current Bylaws,

- Initial Executive Committee and Initial Officer election need not be at Annual Mtg.

Executive Committee:

- Odd # of members, with no more than 11 total elected by full CCSWA membership
- Shall include 1 representative from each Tier
- Serve staggering terms of office (see Bylaws for schedule)
- Also includes two (2) total non-elected members: (1) SW Tonnage Rep and (1) Recycling Rep

Officers

- Chair, Vice-Chair, Secretary and Treasurer
- Serve until Dec. 31st of yr immediately following election
- Thereafter, 1 yr. terms (election at December Annual Mtg.)

Voting and Tiers are based on the 2020 decennial census #'s – see below

Member	Population (2020 Decennial Census)	Per capita %	Votes
Avon	18,932	4.31%	3
Bloomfield	21,535	4.90%	3
Bolton	4,858	1.11%	2
Cromwell	14,225	3.24%	3
East Granby	5,214	1.19%	2
Enfield	42,141	9.60%	4
Farmington	26,712	6.08%	4
Glastonbury	35,159	8.01%	4
Granby	10,903	2.48%	3
Hartford	121,054	27.56%	5
Manchester	59,713	13.60%	5

Simsbury	24,517	5.58%	4
South Windsor	26,918	6.13%	4
Wethersfield	27,298	6.22%	4
	439,179		

Tiers/Vote	% min	% max
1		1%
2	1%	2%
3	2%	5%
4	5%	10%
5	10%	

Will be providing Agenda with Meeting Notice and any relevant documents under separate cover this week. In the interim, if you have any questions, please do not hesitate to reach out.

Robyn M. Nichols / Principal Program Manager

Capitol Region Council of Governments (CRCOG)

860-724-4222 (direct) / (860) 522-2217 (main)

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Rupert, Jim

From: Robyn Nichols <rnichols@crcog.org>
Sent: Monday, May 8, 2023 1:15 PM
Subject: CCSWA Designees Requested - Please Respond

Importance: High

This message originated from outside of Bolton. Please be careful when clicking links or opening attached documents.

Good Afternoon CCSWA Members:

Please inform **Robyn Nichols** at rnichols@crcog.org who will be representing your municipality at CCSWA meetings. If you choose to appoint one (1) or more designees, please provide the full name and title for each person.

Once we know who will be serving on the Authority, we will poll the members to choose a schedule for regular meetings. We cannot send out our next meeting Invite until all CCSWA members have provided their member designees.

Thank you for your response and look forward to reconvening soon.

Very truly,

Robyn M. Nichols / Principal Program Manager

Capitol Region Council of Governments (CRCOG)

860-724-4222 (direct) / (860) 522-2217 (main)

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Northeast Aquatic Research

74 Higgins Highway
Mansfield Center, CT 06250

May 2023



GA

TO: Town of Bolton

ATTN: Jim Rupert

FROM: George Knoecklein, PhD, Principal Limnologist

RE: Proposal for 2023 Lower Bolton Lake monitoring and consulting.

Lower Bolton Lake Monitoring

Pre-treatment survey

NEAR will conduct a pre-treatment survey of Lower Bolton Lake in June. The survey will document the presence and abundance of all plant species, with particular attention paid to documenting the locations of curly-leaf pondweed.

Post-treatment Curly-leaf Inspection (if needed)

Following completion of the herbicide treatment, NEAR will inspect the pre-treatment locations of curly-leaf pondweed to determine whether the treatment effectively targeted the plants. NEAR will note the appearance of the plants and the level of die back at this point. Following this inspection, NEAR will make a determination of whether a second, follow-up treatment is necessary.

Post-treatment Survey

In September, NEAR will conduct a full-lake post-treatment survey to determine the impact of the treatment on the curly-leaf pondweed and the native plant population.

Data entry and mapping

Following completion of the pre-treatment survey, NEAR will create a map depicting the locations of curly-leaf pondweed, to be shared with the herbicide applicator prior to the application date. NEAR will also create a map of curly-leaf pondweed locations following the post-treatment investigation, if needed.

In winter 2023, NEAR will enter the data from all three surveys and will create maps of the pre-treatment and post-treatment plant community. The maps will include all species present at greater than 20% frequency, and all invasive species.

FBL Water Sample Laboratory Analyses

Volunteer monitors will collect water samples from the lake's deep spot once per month from April through October. Samples will be collected from 1m, 3m, and 5m depths and analyzed for concentrations of total phosphorus and total nitrogen.

Cyanobacteria Sample Analyses

NEAR will analyze cyanobacteria samples on an as-needed basis. If signs of cyanobacteria are observed in the lake, observers should take photos and email to northeastaquaticresearch@gmail.com, and NEAR will provide instructions for next steps. This scope of work has budgeted for up to 5 cyanobacteria samples collected from Lower Bolton Lake in 2023.



Northeast Aquatic Research



74 Higgins Highway
Mansfield Center, CT 06250

May 2023

TO: Town of Bolton

ATTN: Jim Rupert

FROM: George Knoecklein, PhD, Principal Limnologist

RE: Proposal for July 2023 – June 2024 Lower Bolton Lake monitoring and consulting.

Lower Bolton Lake Monitoring

Post-treatment Curly-leaf Inspection (if needed)

Following completion of the herbicide treatment, NEAR will inspect the pre-treatment locations of curly-leaf pondweed to determine whether the treatment effectively targeted the plants. NEAR will note the appearance of the plants and the level of die back at this point. Following this inspection, NEAR will make a determination of whether a second, follow-up treatment is necessary.

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Cyanobacteria Bloom Communications

In the event of a cyanobacteria bloom, NEAR will communicate with the Town of Bolton and CT DEEP regarding cyanobacteria levels, required beach closures, etc.

Communications

NEAR will communicate with Solitude, the FBL, and the Town of Bolton on an as needed basis regarding water quality, plant growth, cyanobacteria presence, etc. This scope of work has budgeted for 3 hours of communication with Solitude, 7 hours of communication with the FBL, and 5 hours of communication with the Towns. Any consulting hours exceeding this allotted time will be billed at \$150/hour.

2023 Grant Preparation

NEAR will assist the Town of Bolton in preparing an application for the 2023 Aquatic Invasive Species Grant Program. This scope has budgeted for 5 hours of grant preparation assistance.

Summary Letter

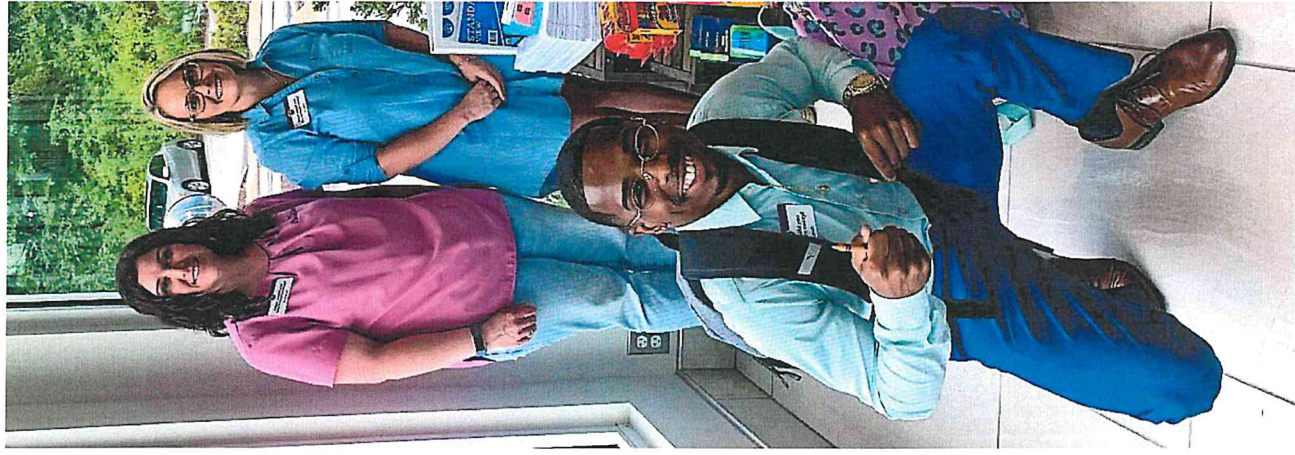
In winter 2024, NEAR will produce a Lower Bolton Lake summary letter. The letter will include a brief discussion of the water quality in 2023, along with the aquatic plant survey results and treatment outcomes, and recommendations of ongoing monitoring and management.

July 2023 – June 2024 Lower Bolton Lake Budget

Task	Cost
2023 Treatment Follow-up Check	\$1,127
2023 Post-treatment Survey	\$2,254
Data Entry	\$300
Mapping	\$550
FBL Water Sample Lab Analyses July 2023 – June 2024	\$1,176
Cyanobacteria Samples	\$700
Cyanobacteria Bloom Communications	\$750
Communications with Solitude	\$450
Communications with FBL	\$1,050
Communications with Town of Bolton	\$750
2023 Grant Prep	\$750
2023 Summary Letter	\$2,640
2024 Pre-treatment Survey	\$2,367
Total	\$14,864

We look forward to continuing our work on Lower Bolton Lake. Please contact me with any questions by emailing gknoecklein@gmail.com.

Sincerely,
George Knoecklein



Town of Bolton

May 23, 2023

The Town of Bolton
104 Notch Road
Bolton, CT 06043

Attention: Ms. Jill Collins

INTRODUCTION

We would like to thank you for providing Chelsea Groton Bank with the opportunity to attend the Board of Selectmen meeting of May 16, 2023 and the Finance meeting of April 20, 2023 and to listen first-hand to the feedback from the Board members. Chelsea Groton is pleased to be able to propose a selection of solution options for The Town of Bolton to earn **enhanced interest income** as well as the possibility to receive **greater security** on the existing funds held at Chelsea Groton by **enhancing FDIC insurance coverage**. We believe that by implementing this strategy, The Town of Bolton will benefit from boosted **interest income as well as increased safety**.

ENVISIONED OPTIMIZED ACCOUNT STRATEGY

Option #1: \$5 Million Target Balance

Business Sweep Checking Account:

Our recommendation is to keep the existing Business Sweep Checking (Operating) account. By increasing the earnings credit that the Town of Bolton receives to 0.75%, we are able to suggest that the Town **reduce the target balance** from the existing \$7,000,000 **to \$5,000,000** in order to offset service charges for Loomis Armored Car, Lockbox, ACH Origination, Positive Pay, Remote Deposit Capture, Zero Balance Account and Sweep services as well as bank account activity. As a result, a greater portion of the Town of Bolton's account balances would be sweeping to an interest-bearing account.

Please see Appendix 1: Pricing Analysis below.

- Sub-Option A:

Municipal Investment Sweep Account:

With this solution, the Town of Bolton will be able to maintain the existing Municipal Investment Sweep currently linked to the Business Sweep Checking (Operating) account. We will increase the interest rate on this account to the following variable annual percentage yield specifically enacted for the Town of Bolton:



Town of Bolton

Annual Percentage Yield

4.00%

- **Sub-Option B:**

Insured Cash Sweep Account:

We are offering the Town of Bolton access to the IntraFi "Insured Cash Sweep®" (ICS) service for funds that are to be immediately accessible for withdrawal, transfer or payment. Through ICS, the municipality will have access to **multi-million dollar FDIC insurance** above and beyond the FDIC coverage normally available to businesses and organizations at a single financial institution.

The applicable variable annual percentage yield offered at this time for approximate communicated balances would be as follows:

Annual Percentage Yield

3.75%

With this option, we will replace the existing Municipal Investment Sweep with the new Insured Cash Sweep account. The Business Sweep Checking (Operating) account will sweep to the ICS account to **provide full liquidity and FDIC coverage**, with ease of administration by viewing all transaction activity through Chelsea Groton's online banking system.

Option #2: \$3 Million Target Balance

Business Sweep Checking Account:

In this scenario, the Town of Bolton would also receive the higher earnings credit rate of 0.75%, but would reduce the target balance from the existing \$7,000,000 to **\$3,000,000** in order to offset service charges for Loomis Armored Car, Lockbox, ACH Origination, Positive Pay, Remote Deposit Capture, Zero Balance Account and Sweep services as well as bank account activity. As a result, an even higher portion of the Town of Bolton's account balances would be sweeping to an interest-bearing account.

Please see **Appendix 2:** Pricing Analysis below.

- **Sub-Option A:**

Municipal Investment Sweep Account:



Town of Bolton

With the target balance in the Business Sweep Checking of \$3,000,000, the interest rate on this account would increase to the following variable annual percentage yield specifically enacted for the Town of Bolton:

Annual Percentage Yield

3.25%

- **Sub-Option B:**

Insured Cash Sweep Account:

With the target balance in the Business Sweep Checking of \$3,000,000, we would be able to provide the Town of Bolton with the “Insured Cash Sweep®” (ICS) service to replace the existing Municipal Investment Sweep with the applicable variable annual percentage yield as follows:

Annual Percentage Yield

3.00%

Prospective Account Setup – Town of Bolton



BOTTOM LINE

The optionality embedded in the four discrete solutions above aims to help the Town of Bolton achieve its goal of garnering interest income on town funds:

- **Significantly increases interest income on deposit balances:** continue to maintain **full liquidity** and immediate access to funds, while **maximizing interest-earning opportunity** by:
 - Lowering the target balance needed to offset service charges;
 - Offering a competitive interest rate on either the Municipal Investment Sweep or Insured Cash Sweep accounts.
- **Enhance security of funds:** through our partnership with IntraFi, The Town of Bolton would be able to receive **full FDIC insurance** on deposits in the Insured Cash Sweep account if the Town opts for the second option.
- **Partnership and Service:** Chelsea Groton significantly values the partnership with The Town of Bolton and will continue to strive to offer a paramount service experience through the multiple products employed that enable the Town of Bolton to conduct its banking operations seamlessly and conveniently.

Town of Bolton

If you have any questions, please feel free to contact us directly.

Sincerely,

Harry Colonis
VP, Business Development Officer
(860) 448-4269
HColonis@chelseagroton.com

Alexis Kahn
FVP, Cash Management Sales Manager
(860) 448-4157
akahn@chelseagroton.com.

cc.


Lori Dufficy, EVP, Chief Experience & Engagement Officer

Alex Masse, EVP, Chief of Operations and Innovation

Appendix 1: Pricing Analysis
\$5.0 Million Target Balance

<div><div><div><div><div></div><div>Chelsea Groton Bank</div></div><div>904 Poquonnock Rd, Groton, CT 06340</div></div></div></div>				
<div><div><div>Town of Bolton</div><div>222 Bolton Center Rd</div><div>Bolton, CT 06043</div></div></div>				
<div><div><div>Average Collected Balance:</div><div>\$5,000,000.00</div></div></div>				
<div><div><div>Earnings Credit Rate:</div><div>0.75%</div></div></div>				
<div><div><div>Earnings Credit Amount:</div><div>\$3,125.00</div></div></div>				
<div><div><div>Less Services Performed:</div><div>\$1,596.70</div></div></div>				
<div><div><div>Net Position:</div><div>\$1,528.30</div></div></div>				
Service Description	Volume	Unit Price	Charge	Required Collected Balance
Account Services				
Monthly Maintenance	17	\$12.00	\$204.00	\$326,400.00
Checks Paid	284	\$0.12	\$34.08	\$54,528.00
Checks Deposited	161	\$0.12	\$19.32	\$30,912.00
ACH Debits	20	\$0.12	\$2.40	\$3,840.00
ACH Credits	103	\$0.12	\$12.36	\$19,776.00
Deposit Correction	0	\$7.50	\$0.00	\$0.00
Returns	0	\$15.00	\$0.00	\$0.00
Lockbox Service				
Lockbox Service	1	\$436.54	\$436.54	\$698,464.00
ACH Origination Service				
ACH Monthly Maintenance	1	\$25.00	\$25.00	\$40,000.00
ACH Originated Debits	0	\$0.10	\$0.00	\$0.00
ACH Originated Credits	600	\$0.10	\$60.00	\$96,000.00
ACH Returns	0	\$5.00	\$0.00	\$0.00
Wire Transfer Service				
Wire Transfer Module	0	\$25.00	\$0.00	\$0.00
Domestic Wire Out	0	\$20.00	\$0.00	\$0.00
International Wire Out	0	\$45.00	\$0.00	\$0.00
Incoming Wire Transfer	0	\$10.00	\$0.00	\$0.00
Positive Pay Service				
Positive Pay	5	\$50.00	\$250.00	\$400,000.00
Remote Deposit Capture Service				
Remote Deposit Capture	1	\$195.00	\$195.00	\$312,000.00
Cash Management Services				
Security Token	6	\$8.00	\$48.00	\$76,800.00
Line of Credit Sweep Arrangement	0	\$0.00	\$0.00	\$0.00
Investment Sweep Arrangement	6	\$10.00	\$60.00	\$96,000.00
Zero Balance Accounts	0	\$8.00	\$0.00	\$0.00
Zero Balance Sweep Service	0	\$10.00	\$0.00	\$0.00
Coin and Currency Charge	1	\$250.00	\$250.00	\$400,000.00
Loomis Transportation Service (3 day)	0	\$550.00	\$0.00	\$0.00
Stop Payment	0	\$20.00	\$0.00	\$0.00
Monthly Total:			\$1,596.70	\$2,554,720.00

Appendix 2: Pricing Analysis
\$3.0 Million Target Balance

<div><div></div><div>Chelsea Groton Bank 904 Poquonnock Rd, Groton, CT 06340</div></div>				
Town of Bolton 222 Bolton Center Rd Bolton, CT 06043				
Average Collected Balance: \$3,000,000.00				
Earnings Credit Rate: 0.75%				
Earnings Credit Amount: \$1,875.00				
Less Services Performed: \$1,596.70				
Net Position: \$278.30				
Service Description	Volume	Unit Price	Charge	Required Collected Balance
Account Services	Monthly Maintenance	17	\$12.00	\$204.00
	Checks Paid	284	\$0.12	\$326,400.00
	Checks Deposited	161	\$0.12	\$54,528.00
	ACH Debits	20	\$2.40	\$30,912.00
	ACH Credits	103	\$0.12	\$3,840.00
Lockbox Service	Deposit Correction	0	\$7.50	\$19,776.00
	Returns	0	\$0.00	\$0.00
	Lockbox Service	1	\$436.54	\$0.00
ACH Origination Service	ACH Monthly Maintenance	1	\$25.00	\$698,464.00
	ACH Originated Debits	0	\$0.10	\$40,000.00
	ACH Originated Credits	600	\$0.10	\$0.00
	ACH Returns	0	\$5.00	\$96,000.00
Wire Transfer Service	Wire Transfer Module	0	\$25.00	\$0.00
	Domestic Wire Out	0	\$20.00	\$0.00
	International Wire Out	0	\$45.00	\$0.00
	Incoming Wire Transfer	0	\$10.00	\$0.00
Positive Pay Service	Positive Pay	5	\$50.00	\$0.00
Remote Deposit Capture Service	Remote Deposit Capture	1	\$195.00	\$400,000.00
	Remote Deposit Capture	1	\$195.00	\$312,000.00
Cash Management Services	Security Token	6	\$8.00	\$76,800.00
	Line of Credit Sweep Arrangement	0	\$0.00	\$0.00
	Investment Sweep Arrangement	6	\$10.00	\$0.00
	Zero Balance Accounts	0	\$8.00	\$96,000.00
	Zero Balance Sweep Service	0	\$10.00	\$0.00
	Coin and Currency Charge	1	\$250.00	\$0.00
	Loomis Transportation Service (3 day) Slop Payment	0	\$550.00	\$400,000.00
Monthly Total:			\$1,596.70	\$2,554,720.00

TAX COLLECTOR
4.30.23

	ADOPTED	REVISED	COLLECTIONS YTD	REFUNDS	RETURNED PAYMENTS	TAX COLL. TRANSFERS	NET COLLECTION 4.30.23	PERCENTAGE COLLECTED FY 23 BUDGET
<i>CURRENT YR. LEVY</i>	\$ 15,953,417.00	\$ 16,175,000.00	\$ 16,236,621.34	\$ (51,626.62)	\$ (14,577.84)	\$ 1,771.72	\$ 16,172,188.60	99.98%
<i>MOTOR VEHICLE</i>	\$ 1,737,991.00	\$ 1,680,000.00	\$ 1,694,098.83	\$ (11,685.26)	\$ (5,120.34)	\$ (232.24)	\$ 1,677,060.99	99.83%
<i>SUPP.MV LEVY</i>	\$ 175,000.00	\$ 200,000.00	197,902.70	\$ (814.58)	\$ (595.34)	\$ 602.99	\$ 197,095.77	98.55%
<i>SUB TOTAL</i>	\$ 17,866,408.00	\$ 18,055,000.00	\$ 18,128,622.87	\$ (64,126.46)	\$ (20,293.52)	\$ 2,142.47	\$ 18,046,345.36	99.95%
<i>PRIOR YEARS</i>	\$ 70,000.00	\$ 98,000.00	\$ 103,354.04	\$ (3,252.75)	\$ -	\$ (2,703.25)	\$ 97,398.04	99.39%
<i>INTEREST & FEES</i>	\$ 55,000.00	\$ 73,000.00	\$ 71,701.38	\$ (22.67)	\$ (255.01)	\$ 560.78	\$ 71,984.48	98.61%
			\$					
TOTAL	\$ 17,991,408.00	\$ 18,226,000.00	\$ 18,303,678.29	\$ (67,401.88)	\$ (20,548.53)	\$ -	\$ 18,215,727.88	99.94%

PREVIOUS YEAR CURRENT YR LEVY COLLECTED

7.31.2022	8.31.2022	9.30.2022	10.31.2022	11.30.2022	12.31.2022
86.13%	99.24%	99.63%	100.92%	101.10%	101.25%
1.31.2023	2.28.2023	3.30.2023	4.30.2023	5.31.2023	6.30.2023
101.23%	101.29%	101.38%	99.98%		
7.31.2021	8.31.2021	9.30.2021	10.31.2021	11.30.2021	12.31.2021
19.07%	90.94%	98.67%	99.09%	99.52%	99.95%
1.31.2022	2.28.2022	3.30.2022	4.30.2022	5.31.2022	6.30.2022
100.98%	101.06%	101.12%	101.24%	100.18%	100.39%

FY2023 May 31, 2023	Adopted Budget	Revised Budget	Expense YTD	Balance	Encumbrance	Unexpended	% Expended	FY22	FY21	FY20
Administration	\$ 708,256.00	\$ 648,256.00	\$ 451,374.10	\$ 196,881.90	\$ 20,774.61	\$ 176,107.29	72.83%	69.34%	81.80%	79.50%
Board of Finance	\$ 2,200.00	\$ 2,200.00	\$ 2,148.99	\$ 51.01	-	\$ 51.01	97.68%	81.01%	79.53%	54.23%
Financial Administration	\$ 237,546.00	\$ 237,546.00	\$ 204,756.77	\$ 32,789.23	-	\$ 32,789.23	86.20%	86.28%	84.29%	85.36%
Auditing	\$ 29,000.00	\$ 29,000.00	\$ 23,500.00	\$ 5,500.00	-	\$ 5,500.00	81.03%	73.58%	77.36%	92.45%
Assessor	\$ 131,112.00	\$ 131,112.00	\$ 120,927.17	\$ 10,184.83	\$ 341.25	\$ 9,843.58	92.49%	82.21%	87.81%	87.37%
Tax Collector	\$ 91,208.00	\$ 91,208.00	\$ 74,623.57	\$ 16,584.43	\$ 2,477.48	\$ 14,106.95	84.53%	87.26%	85.94%	90.81%
Fringe Benefits	\$ 1,036,526.00	\$ 1,036,526.00	\$ 893,632.75	\$ 142,893.25	-	\$ 142,893.25	86.21%	86.74%	79.26%	88.47%
Town Clerk	\$ 137,760.00	\$ 137,760.00	\$ 123,153.56	\$ 14,606.44	\$ 650.00	\$ 13,956.44	89.87%	90.46%	89.71%	86.56%
Land Use	\$ 342,653.00	\$ 342,653.00	\$ 246,332.01	\$ 96,320.99	\$ 28,329.13	\$ 67,991.86	80.16%	73.41%	86.82%	87.96%
Planning & Zoning	\$ 4,250.00	\$ 4,250.00	\$ 2,469.75	\$ 1,780.25	-	\$ 1,780.25	58.11%	73.38%	30.36%	14.28%
Zoning Board of Appeals	\$ 1,640.00	\$ 1,640.00	\$ 934.24	\$ 705.76	-	\$ 705.76	56.97%	42.29%	10.67%	36.20%
Property Insurance	\$ 145,400.00	\$ 145,400.00	\$ 101,562.75	\$ 43,837.25	-	\$ 43,837.25	69.85%	72.71%	78.32%	79.16%
Probate	\$ 6,258.00	\$ 6,258.00	\$ 5,940.00	\$ 318.00	-	\$ 318.00	94.92%	100.00%	100.00%	100.00%
Inlands/Wetlands	\$ 2,235.00	\$ 2,235.00	\$ 679.35	\$ 1,555.65	-	\$ 1,555.65	30.40%	34.79%	24.38%	36.80%
Elections	\$ 65,613.00	\$ 65,613.00	\$ 45,427.72	\$ 20,185.28	\$ 600.00	\$ 19,585.28	70.15%	63.38%	70.69%	32.03%
Police	\$ 331,050.00	\$ 331,050.00	\$ 1,281.72	\$ 329,768.28	-	\$ 329,768.28	0.39%	9.77%	1.71%	1.21%
Fire Commission	\$ 241,385.00	\$ 241,385.00	\$ 144,387.96	\$ 96,997.04	\$ 41,892.81	\$ 55,104.23	77.17%	70.27%	86.11%	89.64%
Animal Control	\$ 3,100.00	\$ 3,100.00	\$ 3,000.00	\$ 100.00	-	\$ 100.00	96.77%	100.00%	100.00%	85.71%
Fire Marshal	\$ 32,000.00	\$ 32,000.00	\$ 15,609.50	\$ 16,390.50	\$ 1,568.75	\$ 14,821.75	53.68%	65.51%	39.64%	16.40%
Emergency Management	\$ 14,693.00	\$ 14,693.00	\$ 9,768.33	\$ 4,924.67	-	\$ 4,924.67	66.48%	71.76%	76.72%	-
Highways and Streets	\$ 1,002,817.00	\$ 1,002,817.00	\$ 776,689.59	\$ 226,127.41	\$ 137,029.61	\$ 89,097.80	91.12%	89.29%	87.00%	82.11%
Public Building Commission	\$ 4,100.00	\$ 4,100.00	\$ 336.50	\$ 3,763.50	-	\$ 3,763.50	8.21%	15.39%	0.00%	0.00%
Parks/Town Building Ops	\$ 803,646.00	\$ 803,646.00	\$ 620,762.22	\$ 182,883.78	\$ 34,823.32	\$ 148,060.46	81.58%	82.37%	78.15%	75.93%
Public Health Admin	\$ 28,878.00	\$ 28,878.00	\$ 28,014.58	\$ 863.42	-	\$ 863.42	97.01%	99.89%	93.54%	83.08%
Seniors / Social Services	\$ 159,498.00	\$ 159,498.00	\$ 130,335.49	\$ 29,162.51	\$ 115.00	\$ 29,047.51	81.79%	88.44%	72.36%	82.37%
Library	\$ 295,408.00	\$ 295,408.00	\$ 256,841.44	\$ 38,566.56	\$ 5,512.21	\$ 33,054.35	88.81%	88.89%	89.34%	85.68%
Conservation	\$ 2,105.00	\$ 2,105.00	\$ 1,494.88	\$ 610.12	-	\$ 610.12	71.02%	76.48%	76.31%	76.92%
Waste Collection	\$ 572,454.00	\$ 572,454.00	\$ 523,767.29	\$ 48,686.71	-	\$ 48,686.71	91.50%	88.36%	83.25%	80.88%
Totals	\$ 6,432,791.00	\$ 6,372,791.00	\$ 3,074,760.08	\$ 1,563,038.77	\$ 274,114.17	\$ 1,288,924.60	79.96%	66.18%	78.83%	76.50%

Departments that we feel will not have enough money in their budgets.

6/01/23

Highlights for June Meeting

From Town Administrator

- Continuing work on temp structure. Finalized floor plan and working on support details.
- Reviewing applications for Highway position and will schedule some interviews
- Shoddy Mill Road paving completed with some aprons and curbing left to be completed
- Completed cyber security survey with CT National Guard
- Completed the hiring process for the new Highway Foreman
- Attended CRCOG Policy Board Meeting
- Follow up planning meeting with staff for Heritage Farm Trail
- Spoke with Ray Hardy regarding Squaw Cave. Ray has had additional conversations with Sarah Sportman and SHPO and the recommendation is to designate it as a historic place. Ray provided initial information.
- Completed a joint review of our shared assessor with the Town of Willington
- Attended HRTA meeting and the group is successful with their grant application for signage
- Working with Rob Miller to hold a lake kickoff meeting
- Meet with State Prosecutor regarding the sentencing of Mr. Gramegna
- Completed CEDAS application with Patrice Carson
- Finalized FD insurance with Smith Brothers
- Completed the open enrollment period for staff health insurance
- Participated in CRCOG Stakeholder meeting with their consultant to help define their mission
- Developed a plan for the dry hydrant with Town Engineer

Respectfully Submitted, James Rupert