

**BOARD OF SELECTMEN  
TUESDAY, DECEMBER 5, 2023  
AGENDA – 7:00 P.M.**

**IN-PERSON AND VIRTUAL – TOWN HALL**

**Call-In Number: 1-929-205-6099**

**Meeting ID: 818 7062 0439**

1. Call to Order.
2. Public Comment.
3. Correspondence:
  - a. Bike Walk Bolton
4. Approval of Minutes:
  - a. November 8, 2023 – Regular Meeting.
  - b. November 21, 2023 – Special Meeting.
5. Ongoing Business.
  - a. Consider and Possibly Act on First Selectman’s Salary.
6. New Business:
  - a. Consider and Act on Budget Workshop Meeting Dates for 2024.
  - b. Consider and Act on BOS members for the Following Committees:
    1. Finance Committee.
    2. BOS Finance and Administration Subcommittee.
    3. BOS Facilities and Public Safety Subcommittee.
    4. BOS Human Resources/Personnel Subcommittee.
  - c. Consider and Act on 1<sup>st</sup> Organizational Finance Committee Meeting Date (December 19, 2023 -immediately following A/P meeting?) and 2 Other Dates Before January 31.
  - d. Consider and Act on Giving the Town Administrator the Authorization to Perform Various Firearms Permitting and Administrative Functions.
  - e. Action on Town Administrator’s Contract and Wage Increase.
7. Reports an Updates:
  - a. Properties and Facilities Admin. Report.
  - b. FY 24 Budget Report.
  - c. A/P Report.
  - d. Budget Transfers.
8. First Selectman’s Report.
9. Administrative Officer’s Report.
  - a. Monthly Report.
  - b. Other.
10. Adjournment.

**Next A/P meeting to be scheduled for: Tuesday, December 19, 2023 – 6:30 p.m.**

*To access the meeting audio in real time, please call 1-929-205-6099 and enter the Meeting ID: 818 7062 0439 Preference for public commenting will be given to pre-registrants. To pre-register for public comment please contact Kathy at 1-860-649-8066 x6111 prior to 3 p.m. the day of the meeting. Audio recordings of each meeting are posted to the Town’s website within seven days following the live event.*

December 5, 2023

Dear Bolton Board of Select-persons:

**Re:** Recent repainting of lines (white) on Route 44 by DOT.

**Background:** *Bike Walk Bolton* has learned that for CTDOT to consider changes when paving or painting they should receive a request from a town's LTA (Local Traffic Authority). Current CTDOT guidelines for safer roads require lane width to be no more than 11' wherever possible. It is known that reducing lane widths for drivers causes them to drive slower making the road safer for all road users including motorists, pedestrians and cyclists.

Recently Rte. 44 in Bolton was repainted keeping the existing lane widths which range from 12'-17' in both directions. (see map below for more details). These excessive lane widths result in increased motor vehicle speed, a well-documented outcome, which impacts the safety of everyone. Route 44 is an important access road to town amenities on both the east and west side of Bolton Notch. All road users should be able to access these amenities safely. Slower speed would allow motorists to more safely enter and exit their homes, businesses and side roads while traveling on Rte. 44. Slower motorist speed and additional shoulder width (due to lane width reduction) would also be safer for other road users such as pedestrians, runners and cyclists.

Please note, we are not asking for bike lanes along rte 44.

**Request:**

On behalf of concerned residents of Bolton and neighboring towns who use this corridor *Bike Walk Bolton* is asking the Bolton BOS to request that the CTDOT:

1. black out the current lines that are not in keeping with CTDOT 11' safety guidelines and paint new lines that reflect this safety measure.
2. include the 11' recommended "road diet" in all future state road projects in Bolton.

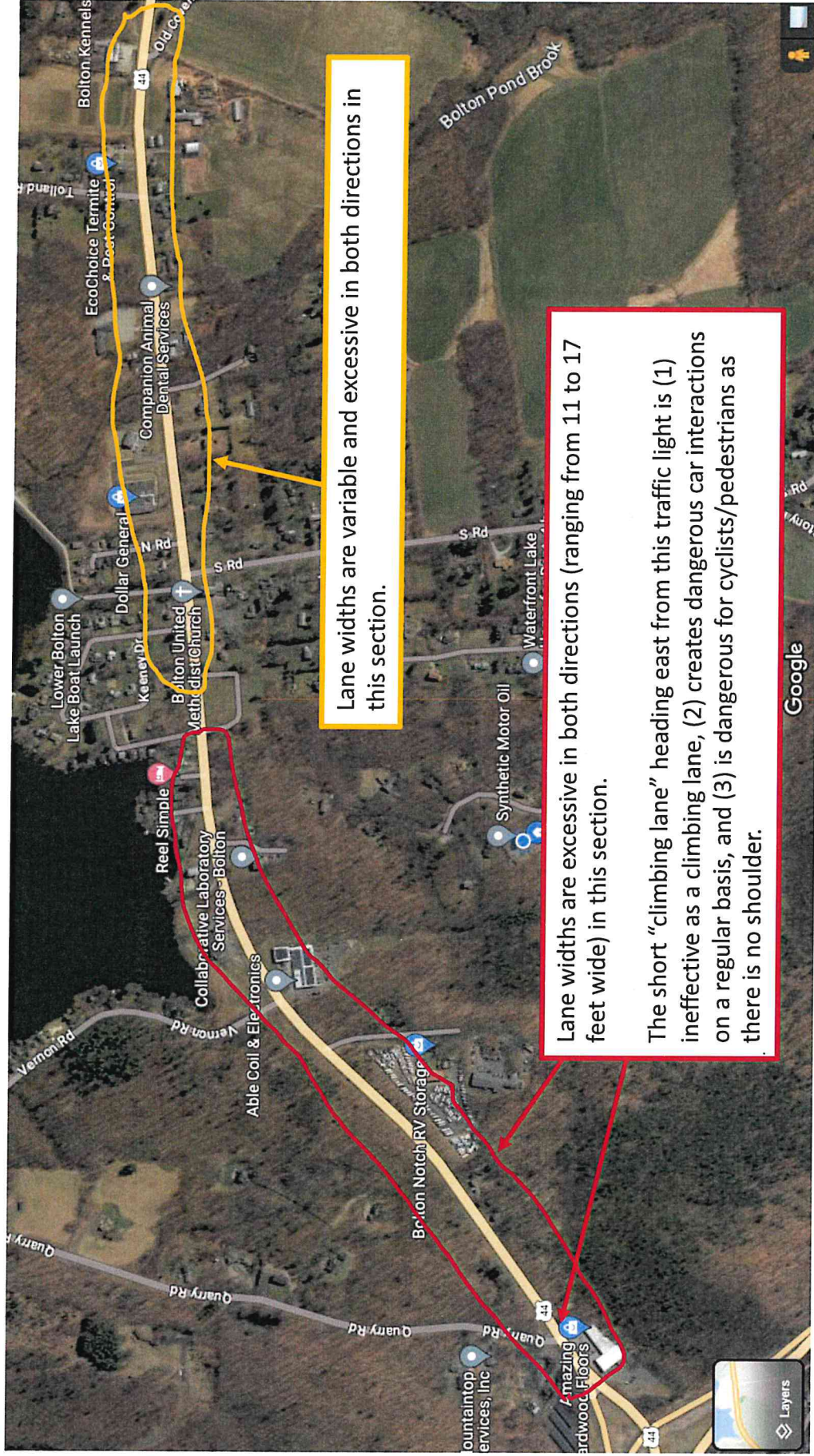
Thank you in advance for your support on this request.

Sincerely;

Sylvia Ounpuu, Barbara Amodio, Jim Adams, Chris Duffy, Debbie Livingston, Kim and Brian Welch, Arlene Fiano, Erin Anderson, David Waldburger, Bill Penn, Dani and Ned Kennedy, Michael Gross, John Bolduc, Tom Ouellette, Linda and Earle Armstrong, Rod Parlee

# Excessive Lane Widths on Rt 44 in Bolton

8-Sept-2023



Lane widths are variable and excessive in both directions in this section.

Lane widths are excessive in both directions (ranging from 11 to 17 feet wide) in this section.

The short "climbing lane" heading east from this traffic light is (1) ineffective as a climbing lane, (2) creates dangerous car interactions on a regular basis, and (3) is dangerous for cyclists/pedestrians as there is no shoulder.

- The **primary area of concern on rte 44** where the lane widths are up to 16 feet wide is between Bolton Notch and Lake Side Circle (private road) after which the road necks down approximately 11 feet lane widths in the area of an old grave-yard (**see red loop on attached map**).
- The **secondary area of concern on rte 44** starts when the grave-yard property ends and extends to the Coventry Town Line (**see yellow loop on attached map**). The lane widths in this area vary and are up to 13 feet approximately.

**BOLTON BOARD OF SELECTMEN  
SPECIAL MEETING  
7:00 PM, WEDNESDAY, NOVEMBER 8, 2023  
NOTCH ROAD MUNICIPAL CENTER ROOM B  
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, Robert DePietro (arrived 7:13 p.m.)

**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), Fire Chief Bruce Dixon, Deputy Chief Matt Perriera

**Others Present In-Person:** Jim Loersch, Rodney Fournier, Amanda Gordon, Mather Clarke, Gwen Marrion, Tim Sadler

1. **Call to Order:** P. Sawyer called the meeting to order at 7:12 p.m. She reflected on her time as First Selectman, stating it has been an absolute privilege to serve as First Selectman and it has been an honor to serve with the board members. She thanked those who served with her, working on the many issues important to the town.

2. **Public Comment:**  
Jim Loersch of Brookfield Road expressed his concern with the condition of the town hall and commented that the town has to really think about a new town hall at the location of the Notch Road Municipal Building.

Rodney Fournier thanked the current board for their service and said he looks forward to working with the new board.

3. **Approval of Minutes:**  
3.a **Regular Meeting Minutes -October 3, 2023:**  
M. Eremita MOVED to approve the October 3, 2023 regular meeting minutes as presented. R. DePietro SECONDED. MOTION CARRIED 4:0:1 with R. Morra abstaining.

3.b **Special A/P Meeting Minutes–October 17, 2023:**  
R. Morra MOVED to approve the October 17, 2023 special meeting minutes as presented. R. DePietro SECONDED. MOTION CARRIED 5:0:0.

3.c **Special A/P Meeting Minutes– November 2, 2023:**  
M. Eremita MOVED to approve the November 2, 2023 special A/P meeting minutes as presented. R. Morra SECONDED. MOTION CARRIED 5:0:0.

4. **Appointments and Resignations:**

**4.a Resignation of Trish Brudz as Library Assistant II:**

A. Teller MOVED that the Board of Selectmen to accept with appreciation and regret the resignation of Trish Brudz as Library Assistant II. R. Morra SECONDED. R. DePietro commented she has been very helpful, not only with the library programs but with taxpayers that have had come forward with problems. He said he will really miss her. MOTION CARRIED 5:0:0.

**4.b Resignation of Randy Heckman as Building Official effective 11/17/23:**

R. Morra MOVED that the Board of Selectmen accept with appreciation and regret the resignation of Randy Heckman as Building Official effective 11/17/23. M. Eremita SECONDED. R. Morra commented he appreciates his service to the town and wishes him the best of luck in his new venture. M. Eremita commented R. Heckman is professional, competent, and a good person to work with. MOTION CARRIED 5:0:0.

**4.c Appointment Letter for James Lockhart as Vernon Assistant Animal Control Officer :**

R. Morra MOVED to accept the appointment of James Lockhart as Assistant Animal Control Officer. A. Teller SECONDED. MOTION CARRIED 5:0:0.

**5. Correspondence: Jay Brudz-Selectman's Salary Letter:**

P. Sawyer said the board received a letter regarding the First Selectman's salary issue that was brought up during public comment at the October 3, 2023 meeting. She said the letter from Jay Brudz, prior member of the Charter Commission, takes exception with some of the comments that were said and the public comment regarding the Charter revision intent.

As a former member of the Charter Commission, A. Teller stated that Mr. Brudz's comments are totally accurate and he endorses his recollection.

P. Sawyer said this is something (possible changes to the compensation and benefits for the office of First Selectman) the new board can look at if they wish to bring it forward. She added it would be beneficial to have a public hearing on this if the matter is brought forward.

**6. Ongoing Business:**

**6.a Possibly Consider and Act on Donation of Fire Truck (based on fair market value):**

P. Sawyer read a text she received from M. Eremita about the prices of comparable vehicles: a 1997 E1 fire truck pumper with tank - \$9,500; a 1995 Spartan Laverne pumper 1500/1000 - \$10,000; a 1993 International - \$20,500; 1974 Maxim F Model fire truck - \$7,500.

Fire Chief Dixon commented on the letter he sent to the Town Administrator on his research reaching out to various sources and he said he received three responses on different kinds of trucks. He noted the Eastern Connecticut Fire School has raised its offer to \$6,000 in training for the fire department members in exchange for the donation of the fire truck.

Deputy Fire Chief M. Perriera said he agrees that the fire truck does not have any value outside the fire department and the best option is to donate the truck to Eastern CT Fire School.

R. Morra commented it is a fiscally sound move to donate the truck for fire training as it is too costly for the town to maintain and insure.

Adam Teller said he has no objection to donating the truck to the fire school.

R. DePietro said he sees the truck as a viable piece of equipment that should be kept and used by the town, if needed.

M. Perriera said, currently, there is no space to store the truck. Discussion followed on the lack of space to store the truck if retained by the town and possible ideas to create a space.

R. Morra MOVED to donate the ET to the Eastern CT Fire School as a lifetime exchange for \$6,000 worth of training for the members of the Bolton Volunteer Fire Department. M. Eremita SECONDED.

Chief Dixon said the donation would be a welcome addition to the fire school and definitely needed.

P. Sawyer said she concurs with the donation of the truck as it would be going to a mutual aid service.

MOTION CARRIED 5:0:0.

**7. New Business**

**7.a Consider and Act on Proposed 2024 BOS Meeting Dates:**

R. Morra MOVED to approve the following 2024 Board of Selectmen regular meeting dates:

Tuesday, January 2

Tuesday, February 6

Tuesday, March 5

Tuesday, April 2

Tuesday, May 7

Tuesday, June 4

Tuesday, July 2

Tuesday, August 6

Tuesday, September 3

Tuesday, October 8

Tuesday, November 12

Tuesday, December 3

All 2024 BOS regular meetings are scheduled for 7:00 p.m.

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

**7.b Discussion on Lane Widths on Route 44:**

J. Rupert commented on the letter from Sylvia Ounpuu and Barbara Amodio of Bike Walk Bolton on making Route 44 safer for all road users in Bolton. Their issue is that the lines on Route 44 were re-painted recently without taking into account the CTDOT recommended "road diet" (reducing the lane widths and increasing shoulder widths. They wrote to find out if the town would be willing to request from the DOT that a correction be made to the sections of the lane areas on Route 44 that are wider (in some cases up to 6 feet wider) than the current DOT guidelines for this type of road.

R. Morra asked why the state has that width for lanes.

R. DePietro noted this would only be an advisory recommendation from the town.

R. Morra MOVED to engage the Connecticut Department of Transportation (CTDOT) to inquire if there is a reason why the lanes on Route 44 could not be made narrower. A. Teller SECONDED. MOTION CARRIED 5:0:0.

**7.c Discussion on Speeding Traffic Around Town:**

J. Rupert reported the town has heard from many residents about speeding around town. He has spoken with the state troopers and they are trying to find a balance to keep traffic under control.

**8. Reports and Updates:**

**8.a Properties and Facilities Administrator Report:**

**8.a.1 Temporary Building:**

J. Rupert reported there are finishing issues with the unit that have been acknowledged by Willscot. Electricity has been connected to the building, which will make it easier for the company to fix the issues. J. Rupert said the town has not accepted the building and will walk through the unit for final acceptance when Willscot has finished their work.

**8.b.2 Connectivity Trail:**

J. Rupert reported Landie Construction notified they should be on the trail this Friday or next Monday, should finish up in about 10 days and then will move over to the temporary building to help with the water and septic connections.

**8.a.3 Possible Plans for Taking Down the Notch Road Municipal Center and Vision for that Space:** J. Rupert reported the town is finalizing bid documents for design professional services to assist with the tear-down and rebuilding process. He said the town would also like the bid-winning company to help put bid specs together for the tear-down of the structure.

Discussion followed on the possible contamination of materials on the site after the structure comes down. No action taken.

**8.b FY 24 Budget Report:** J. Rupert reported there are no red flags in the report. The tax collector's report is also on track. No action needed.

**8.c A/P Report:**

M. Eremita MOVED that the Board of Selectmen accept the A/P report as presented. R. Morra SECONDED. MOTION CARRIED 5:0:0.

**8.d Budget Transfers:** No action needed.

**9. First Selectman's Report:**

P. Sawyer reported that the Town Administrator has been very forthcoming with issues to share on their updates. She said many of the issues in her report have been covered in this meeting.

**10. Administrative Officer's Report**



**10.a Monthly Report:**

J. Rupert reported on the following:

- Submitted additional information to the CT Department of Public Health for the STEAP Grant regarding the septic system
- He attended the awards ceremony and accepted the Sustainable CT Award with Patric Carson. He thanked P. Carson , Amanda Gordon and staff for helping to put the information together for this program.
- Town Meeting was held regarding the Teachers' Contract
- Opioid information was submitted to the CT Conference of Municipalities
- Capital Budget package was sent to all department heads
- Paperwork was submitted to the Diocese of Norwich for the polling location
- Various staff participated in the State emergency preparedness exercise
- A quarter staff meeting was held where the budget was discussed and copies of the adopted financial policy manual was provided to all department heads
- The Truck or Treat event was very successful
- The annual drug takeback was held at the RST office
- The annual report process has begun
- Took delivery of the new building
- Moved the Registrar of Voters Office to Room A in the NRMB
- Joe Dillon walked the Heritage Farm with Gwen Marrion and Richard Treat to look at the projected pathway route
- Williams Road and a portion of French Road have been paved
- Working on updating the Local Emergency Operations Plan
- Held regular update meeting with Eversource
- Attended the CTCMA meeting
- Attended the monthly Eastern Highlands Health District meeting s well as the personnel subcommittee meeting
- Attended the Capitol Region Policy Board meeting

P. Sawyer recognized the effort put forward by the administration to work with the Registrars of Voters regarding their work to satisfy all their elections needs. She also thanked the Registrars for their work on the election.

**10.b Other:**

The consensus of the members was to hold the next A/P meeting on Tuesday, November 21, 2023 at 5:00 p.m.

The outgoing members addressed the board. Michael Eremita encouraged the new board to stay within the rules but seriously think outside the box when it comes to the future of Bolton. He thanked everyone for allowing him to be with them for the past eight years and he has enjoyed it immensely.

Adam Teller stated he has enjoyed serving with the members of the board. He especially called out P. Sawyer for having taken on this obligation at a difficult time with grace and warmth. He said he values the warmth all the members brought to this board and how well we worked together. He said he recognizes how deeply they all care about the town. He thanked the

people of Bolton for allowing him to serve and the new members for being willing to serve and give back to their community.

Robert DePietro thanked everyone. He said he is not going anywhere and will be “bugging you”.

P. Sawyer said this has been a very special part of her life. She said she has been rewarded by some very gracious people who helped her, and in turn, helped her turn it around and give back. She stated it has been wonderful to work with Mr. Teller, Mr. Eremita, Mr. Morra, and Mr. Pietro and come forward with many new outside the box ideas. She said she looks forward to where the future of the town is going.

**11. Executive Session: Discussion on Personnel Evaluation – Administrator Officer**

R. Morra MOVED the Board of Selectmen enter Executive Session at 8:59 p.m. for the purpose of discussion of the Administrative Officer’s salary and contract and to invite James Rupert to join the session. A. Teller SECONDED. MOTION CARRIED 5:0:0.

P. Sawyer called the meeting to order at 9:05 p.m. once the board had come out of Executive Session.

**12. Consider and Act on Evaluation for Administrator Officer:**

A. Teller MOVED to approve the evaluation just discussed in Executive Session, being the five draft evaluations done by this board and putting them together with R. Morra’s summary sheet scoring this as a whole, making this the evaluation of the Town Administrator as a whole. M. Eremita SECONDED. MOTION CARRIED 5:0:0.

A. Teller MOVED for a resolution from the Board of Selectmen that has worked with Mr. Rupert over the last year, and we recommend to the Board that takes office shortly to approve the following:

1. Mr. Rupert be offered a new 2-year contract with similar terms as the last contract as Town Administrator, taking effect at the end of this contract. (starting July 1, 2024)
2. That Mr. Rupert be offered a salary increase of 2.52% for the 1<sup>st</sup> year of that contract, retroactive to July 1, 2023.
3. A wage reopener for the Town Administrator’s contract the second year.

R. Morra SECONDED. MOTION CARRIED 5:0:0.

**13. Adjournment:** A. Teller MOVED to adjourn the meeting at 9:12 p.m. R. Morra 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.



## PROPOSED 2024 Budget Workshop Dates:

	<u>Time</u>	
1. Tuesday, January 16, 2024	????	
2. Tuesday, January 23, 2024		
3. Tuesday, January 30, 2024		
4. Thursday, February 1, 2024		
5. Thursday, February 8, 2024		
6. Tuesday, February 21, 2024		
7. Wednesday, February 22, 2024 (if needed)		<b>Snow Date</b>
8. Thursday, February 23, 2023 (if needed)		<b>Snow Date</b>

D. All persons elected or selected to any commission, board, agency or office pursuant to the provisions of Chapters 2 and 3 of this Charter shall, take office upon qualification, and shall continue to hold such position until his successor is duly elected and qualified.

Section 3.4 QUADRENNIAL STATE ELECTIONS: OFFICES, TERMS, ADDITIONAL DUTIES AND TRANSITION

Registrar of Voters. There shall be two Registrars of Voters, one for each major political party, in accordance with Section 9-189a of the General Statutes, each of whom shall serve a term of four (4) years. Each Registrar of Voters shall appoint a Deputy Registrar of Voters in accordance with Section 9-192 of the General Statutes, who shall serve at the pleasure of the Registrar who appointed such Deputy.

Section 3.5 BIENNIAL TOWN ELECTIONS: COMMISSIONS, BOARDS, AGENCIES AND OFFICERS, TERMS AND ADDITIONAL DUTIES

A. First Selectman. The First Selectman shall serve a term of four (4) years.

B. Board of Selectmen. The Board of Selectmen shall consist of the First Selectman and six (6) other Selectmen, each of whom shall serve a term of four (4) years. The votes cast for any unsuccessful candidate for First Selectman shall be counted as votes for such person as a member of the Board of Selectmen in that same election. However, notwithstanding any other provision of this Charter, no person may serve simultaneously in more than one position on the Board of Selectmen, or on the Board of Selectmen and in any other elected Town office, and a person shall be deemed to have vacated any such existing elected position immediately upon taking the oath to serve in any other elected Town office. Beginning in the manner provided by Section 13 of this Charter, the terms of the members of the Board of Selectmen shall be staggered so that the First Selectman and three (3) members of the Board of Selectmen shall be elected in the same regular biennial municipal election, and three (3) members of the Board of Selectmen shall be elected in the next regular biennial municipal election.

C. Finance Committee. The Finance Committee shall consist of four (4) voting Ex-Officio members and three (3) voting members elected At-Large by the electors of the Town. One Ex-Officio member of the Finance Committee shall be the First Selectman, or another member of the Board of Selectmen appointed by the First Selectman to serve in place thereof. One Ex-Officio member of the Finance Committee (who shall not be a member of the same political party as the First Selectman or their designee serving as Ex-Officio member) shall be selected from the Board of Selectmen and shall be appointed by the Board of Selectmen. When the First Selectman serves personally, the First Selectman's term as an Ex-Officio member of the Finance Committee shall be coterminous with their term as First Selectman, provided that the First Selectman may designate another member of the Board of Selectmen to serve in place of the First Selectman for a term as provided herein. Two (2) Ex-Officio members of the Finance Committee (who shall not both be members of the same political party) shall be selected from the members of the Board of Education and shall be appointed by the Board of Education. All Ex-Officio members of the Finance Committee (except the First Selectman when serving personally) shall serve a term of two (2) years, or until a replacement has been appointed and qualified, whichever is later. Ex-Officio members may be re-appointed to successive terms, but no Ex-Officio member shall continue as a

member of the Finance Committee after vacating their elected office, unless elected to an At-Large position. Each member of the Finance Committee elected At-Large shall serve a term of four (4) years. Beginning in the manner provided in Section 13 of this Charter, the terms of the At-Large members of the Finance Committee shall be staggered so that two (2) At-Large members shall be elected at same regular biennial municipal election, and one (1) At-Large member shall be elected at the next regular biennial municipal election. No member of the Board of Selectmen or the Board of Education may serve as an At-Large member of the Finance Committee. The chair of the Finance Committee shall be elected by the Committee from among its members at its organizational meeting.

D. Board of Education. The Board of Education shall consist of seven (7) members each of whom shall serve a term of four (4) years.

E. Board of Assessment Appeals. The Board of Assessment Appeals shall consist of three (3) members each of whom shall serve a term of four (4) years.

F. Planning and Zoning Commission. The Planning and Zoning Commission shall consist of seven (7) members each of whom shall serve a term of four (4) years.

G. Planning and Zoning Commission Alternates. There shall be three (3) Planning and Zoning Commission Alternates each of whom shall serve a term of four (4) years.

H. Zoning Board of Appeals. The Zoning Board of Appeals shall consist of five (5) members each of whom shall serve a term of four (4) years.

I. Zoning Board of Appeals Alternates. There shall be three (3) Zoning Board of Appeals Alternates each of whom shall serve a term of four (4) years.

J. Town Meeting Moderator. The Town Meeting Moderator shall serve a term of two (2) years.

### Section 3.6 JUSTICES OF THE PEACE

The number of Justices of the Peace shall be that prescribed by and selected in accordance with the provisions of Sections 9-183b, 9-183c, 9-184, 9-184c and 9-186 of the General Statutes.

6c.

Board of Selectmen meetings: 1<sup>st</sup> Tuesday of each month  
Board of Education meetings: 2<sup>nd</sup> Thursday of each month

Finance Committee:

- BOS Special A/P Meeting - Tuesday, December 19, 2023, - 6:30 p.m. (Town Hall and via Zoom)
- Organizational Meeting: Tuesday, December 19, 2023 (immediately following A/P meeting).
  - Need to consider and act on (2) other dates before January 31<sup>st</sup>



Richard L. Barger  
860.297.4684  
barger@halloransage.com

6d.

November 17, 2023

Via e-mail and USPS

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

Re: Opinion No. 243  
Authority of Town Administrator and Resident State Trooper with Regard  
to Performing Various Firearm Permitting and Administrative Functions  
Under Connecticut General Statutes as Amended By P.A. 23-130

Dear Jim:

Under date of November 15, 2023, Kathleen McCavanagh requested the undersigned's opinion with regard to certain matters and issues raised by Public Act 23-130 which Public Act amended current Connecticut General Statutes governing the issuance of state permits to carry pistols or revolvers. Specifically, Kathleen notes that it appears that your office can designate the Resident State Trooper to perform various firearms permitting and administrative functions and she wonders whether that is a correct interpretation under the applicable statutes. She also asked whether you, as Town Administrator would be considered under the relevant statutes as the chief operating official of the Town of Bolton. The statutes amended by Public Act 23-130 cover the procedures for receiving requests from residents for a temporary permit to carry, responsibilities of the "local authority" which under the statutes can be either the "chief executive officer" or the "resident state trooper". I will not go into the procedures and administrative steps in this letter inasmuch as I would assume that both you and your resident trooper are familiar therewith.

The short answer to the questions posed is that you are indeed considered the "chief executive officer" of the Town of Bolton and as such, reference made in the permitting statutes to that office and the responsibilities and authorities related thereto, can be carried out by you. Section 7-193(D)(2)(B) expressly indicates that the Chief Administrative Officer appointed by the Board Of Selectmen is considered the "chief executive officer" of the municipality. (Congratulations on your new appointment.)



Jim Rupert  
Page 2  
November 17, 2023

The statutes make clear that the procedures and administrative steps required at the municipal level can be designated by the chief executive officer to a resident state trooper. This is repeated throughout the statutory framework involving the issuance of the temporary permits by a municipality.

If you require anything further with regard to this matter , please do not hesitate to contact me.

Best regards.

Sincerely,

*Richard L. Barger*

Richard L. Barger

RLB/hjw

cc: Kathleen McCavanagh (via email and USPS)

Draft motions for BOS consideration 12/5/23 meeting

Moved: The Bolton Board of Selectmen approve a 2.52 percent wage increase for the Town Administrator retroactive to July 1, 2023.

Moved: The Bolton Board of Selectmen authorize First Selectman Rodney Fournier to execute a two year extension of the existing contract with the Town Administrator.

DRAFT

76.

FY2024 November 30, 2023		Adopted Budget	Revised Budget	Expense YTD	Balance	Encumbrance	Unexpended	% Expensed	FY23	FY22	FY21
Administration	\$ 700,500.00	\$ 700,500.00	\$ 700,500.00	\$ 268,037.68	\$ 432,462.32	\$ 548.03	\$ 431,914.29	38.34%	25.48%	30.43%	32.28%
Board of Finance	\$ 2,450.00	\$ 2,450.00	\$ 2,450.00	\$ 175.00	\$ 2,275.00	\$ -	\$ 2,275.00	7.14%	10.25%	10.49%	9.77%
Financial Administration	\$ 240,308.00	\$ 240,308.00	\$ 240,308.00	\$ 93,308.98	\$ 146,999.02	\$ 250.00	\$ 146,749.02	38.93%	38.30%	38.69%	38.88%
Auditing	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ -	\$ 45,000.00	\$ -	\$ 45,000.00	0.00%	0.00%	0.00%	0.00%
Assessor	\$ 160,971.00	\$ 160,971.00	\$ 160,971.00	\$ 59,643.43	\$ 101,327.57	\$ -	\$ 101,327.57	37.05%	35.01%	33.83%	39.36%
Tax Collector	\$ 94,912.00	\$ 94,912.00	\$ 94,912.00	\$ 34,925.44	\$ 59,986.56	\$ -	\$ 59,986.56	36.80%	38.13%	41.20%	38.81%
Fringe Benefits	\$ 1,071,100.00	\$ 1,071,100.00	\$ 1,071,100.00	\$ 472,817.19	\$ 598,282.81	\$ -	\$ 598,282.81	44.14%	35.02%	38.27%	32.98%
Town Clerk	\$ 141,440.00	\$ 141,440.00	\$ 141,440.00	\$ 57,138.68	\$ 84,301.32	\$ 5,005.00	\$ 79,296.32	43.94%	43.47%	43.30%	43.01%
Land Use	\$ 386,837.00	\$ 386,837.00	\$ 386,837.00	\$ 143,843.52	\$ 242,993.48	\$ 24,799.00	\$ 218,194.48	43.60%	34.97%	35.13%	45.20%
Planning & Zoning	\$ 4,205.00	\$ 4,205.00	\$ 4,205.00	\$ 494.67	\$ 3,710.33	\$ -	\$ 3,710.33	11.76%	32.56%	12.91%	4.35%
Zoning Board of Appeals	\$ 1,650.00	\$ 1,650.00	\$ 1,650.00	\$ 216.85	\$ 1,433.15	\$ -	\$ 1,433.15	13.14%	8.45%	2.10%	0.00%
Property Insurance	\$ 155,000.00	\$ 155,000.00	\$ 155,000.00	\$ 61,330.12	\$ 93,669.88	\$ -	\$ 93,669.88	39.57%	40.26%	41.52%	60.21%
Probate	\$ 7,258.00	\$ 7,258.00	\$ 7,258.00	\$ 6,059.00	\$ 1,199.00	\$ -	\$ 1,199.00	83.48%	0.00%	0.00%	0.00%
Inlands/Wetlands	\$ 2,235.00	\$ 2,235.00	\$ 2,235.00	\$ 350.00	\$ 1,885.00	\$ -	\$ 1,885.00	15.66%	18.46%	21.21%	9.62%
Economic Development	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00	0.00%			
Elections	\$ 67,830.00	\$ 67,830.00	\$ 67,830.00	\$ 12,214.10	\$ 55,615.90	\$ 1,250.00	\$ 54,365.90	19.85%	49.62%	40.52%	49.95%
Police	\$ 311,300.00	\$ 311,300.00	\$ 311,300.00	\$ -	\$ 311,300.00	\$ -	\$ 311,300.00	0.00%	0.21%	1.77%	2.00%
Fire Commission	\$ 257,981.00	\$ 257,981.00	\$ 257,981.00	\$ 76,284.95	\$ 181,696.05	\$ 70,818.99	\$ 110,877.06	57.02%	49.12%	50.36%	41.70%
Animal Control	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ -	\$ -	\$ -	100.00%	96.77%	0.00%	100.00%
Fire Marshal	\$ 32,000.00	\$ 32,000.00	\$ 32,000.00	\$ 7,743.04	\$ 24,256.96	\$ 150.00	\$ 24,106.96	24.67%	20.52%	23.91%	17.00%
Emergency Management	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 1,950.68	\$ 9,049.32	\$ -	\$ 9,049.32	17.73%	45.55%	34.03%	38.30%
Highways and Streets	\$ 1,067,767.00	\$ 1,067,767.00	\$ 1,067,767.00	\$ 337,532.72	\$ 730,234.28	\$ 142,631.53	\$ 587,602.75	44.97%	54.32%	35.53%	36.23%
Public Building Commission	\$ 4,100.00	\$ 4,100.00	\$ 4,100.00	\$ -	\$ 4,100.00	\$ -	\$ 4,100.00	0.00%	3.30%	0.00%	0.00%
Parks/Town Building Ops	\$ 826,719.00	\$ 826,719.00	\$ 826,719.00	\$ 288,765.61	\$ 537,953.39	\$ 32,329.42	\$ 505,623.97	38.84%	31.55%	33.35%	32.24%
Public Health Admin	\$ 28,409.00	\$ 28,409.00	\$ 28,409.00	\$ 14,004.02	\$ 14,404.98	\$ -	\$ 14,404.98	49.29%	50.48%	47.84%	46.27%
Veterans' Commission	\$ 600.00	\$ 600.00	\$ 600.00	\$ -	\$ 600.00	\$ -	\$ 600.00	0.00%			
Seniors / Social Services	\$ 175,469.00	\$ 175,469.00	\$ 175,469.00	\$ 63,781.06	\$ 111,687.94	\$ 5,108.62	\$ 106,579.32	39.26%	40.54%	40.31%	31.57%
Library	\$ 307,561.00	\$ 307,561.00	\$ 307,561.00	\$ 135,116.72	\$ 172,444.28	\$ 13,338.75	\$ 159,105.53	48.27%	44.41%	48.05%	45.42%
Recreation	\$ 11,144.00	\$ 11,144.00	\$ 11,144.00	\$ -	\$ 11,144.00	\$ -	\$ 11,144.00	0.00%			
Conservation	\$ 2,105.00	\$ 2,105.00	\$ 2,105.00	\$ 845.00	\$ 1,260.00	\$ -	\$ 1,260.00	40.14%	35.98%	31.41%	34.77%
Waste Collection	\$ 597,230.00	\$ 597,230.00	\$ 597,230.00	\$ 220,124.82	\$ 377,105.18	\$ 450.00	\$ 376,655.18	36.93%	32.10%	39.75%	40.54%
<b>Totals</b>	<b>\$ 6,724,081.00</b>	<b>\$ 6,724,081.00</b>	<b>\$ 6,724,081.00</b>	<b>\$ 2,363,203.28</b>	<b>\$ 4,360,877.72</b>	<b>\$ 296,679.34</b>	<b>\$ 4,064,198.38</b>	<b>39.56%</b>	<b>24.33%</b>	<b>29.01%</b>	<b>30.83%</b>

Department that will be underbudgeted

TAX COLLECTOR  
10.31.23

	ADOPTED	COLLECTIONS			RETURNED		NET COLLECTION		PERCENTAGE COLLECTED
		YTD	REFUNDS	PAYMENTS	Transfers	10.31.23	FY 24 BUDGET		
CURRENT YR.LEVY	\$ 17,614,056.00	\$ 17,754,672.13	\$ (8,966.12)	\$ (54,055.90)	\$ 855.12	\$ 17,692,505.23	100.45%		
MOTOR VEHICLE	\$ 1,787,741.00	\$ 1,702,131.95	\$ (3,307.76)	\$ (496.64)	\$ 1,145.43	\$ 1,699,472.98	95.06%		
SUPP.MV LEVY	\$ 195,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
SUB TOTAL	\$ 19,596,797.00	\$ 19,456,804.08	\$ (12,273.88)	\$ (54,552.54)	\$ 2,000.55	\$ 19,391,978.21	98.95%		
PRIOR YEARS	\$ 75,000.00	\$ 86,489.40	\$ (1,525.89)	\$ -	\$ (2,000.55)	\$ 82,962.96	110.62%		
INTEREST & FEES	\$ 55,000.00	\$ 41,363.07	\$ (64.90)	\$ -	\$ -	\$ 41,298.17	75.09%		
TOTAL	\$ 19,726,797.00	\$ 19,584,656.55	\$ (13,864.67)	\$ (54,552.54)	\$ -	\$ 19,516,239.34	98.93%		

PREVIOUS YEAR CURRENT YR LEVY COLLECTED

7.31.2023	8.31.2023	9.30.23	10.31.2023	11.30.2023	12.31.2023
80.73%	99.99%	100.34%	100.45%		
1.31.2024	2.28.2024	3.31.2024	4.30.2024	5.31.2024	6.30.2024
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	3.31.2023	4.30.2023	5.31.2023	6.30.2023
101.23%	101.29%	101.38%	99.98%	100.11%	100.11%

76.

# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1183      12/07/2023

Fiscal Year: 2023-2024

Vendor Remit Name Description

ANTHEM BLUE CROSS

Check Group:

RETIREE MEDICAL - DEC 2023

QTY	PO No.	Invoice Invoice Date	Account	Amount
1	0	1589701G 11/17/2023	1005.000.0000.000000.20770.00000 Insurance Clearing Liability	\$476.22
Check #: 0				
PO/Invoice Total:				\$476.22
Vendor Total:				\$476.22

ANTHEM LIFE

Check Group:

TOWN LIFE INSURANCE - DEC 2023

1	0	9376400 11/16/2023	1005.041.4141.000000.52100.00000 Life Insurance - Empl. Bene	\$178.51
Check #: 0				
PO/Invoice Total:				\$178.51
Vendor Total:				\$178.51

ASPLUNDH TREE EXPERT CO.

Check Group:

TOWN TREE REMOVAL

1	240638	79H83823 11/3/2023	1005.043.4303.000000.54304.00000 Tree Trimming - H.W.	\$6,148.00
1	240638	79H83923 11/3/2023	1005.043.4303.000000.54304.00000 Tree Trimming - H.W.	\$6,148.00
Check #: 0				
PO/Invoice Total:				\$12,296.00
Vendor Total:				\$12,296.00

BAKER & TAYLOR

Check Group:

9 BOOKS

1	240189	5018639944 11/17/2023	1005.045.4501.000000.56400.00000 Library Materials - Libr.	\$200.85
Check #: 0				
PO/Invoice Total:				\$200.85
Vendor Total:				\$200.85

70.

# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1183      12/07/2023

Fiscal Year: 2023-2024

Vendor Remit Name  
Description

Account      Amount

Invoice  
Invoice Date

PO No.

QTY

Vendor #

BARTLETT TREE EXPERTS

Check Group:

IMPLEMENTATION OF SOIL CARE PROGRAM - MACRONUTRIENT TREATMENT	1	0	40782651-0	2822.049.4910.000000.54304.05095	\$360.00
			11/8/2023	Community Connectivity Grant-Tree Maint.	
ROOT PRUNE WHITE OAK ALONG CONNECTIVITY TRAIL	1	0	40782652-0	2822.049.4910.000000.54304.05095	\$1,134.00
			11/22/2023	Community Connectivity Grant-Tree Maint.	

Check #: 0

PO/Invoice Total: \$1,494.00  
Vendor Total: \$1,494.00

CASEY CARINI

Check Group:

REFUND FOR 1/2 DAY HANGOUT 11/21/23	1	0	REFUND 11/21/23	2970.045.4503.300104.44709.000000	\$60.00
			11/16/2023	Other School Program - Recreation Fees	

Check #: 0

PO/Invoice Total: \$60.00  
Vendor Total: \$60.00

COMCAST.

Check Group:

HP INTERNET #5775	1	0	#5775 11/30-12/29/23	1005.043.4399.000000.55300.000000	\$115.35
			11/23/2023	Communications - Town Building Oper.	

Check #: 0

PO/Invoice Total: \$115.35  
Vendor Total: \$115.35

CONNECTICUT FIRE MARSHALS ASSOCIATION

Check Group:

12/14/23 CTFMA CONFERENCE REGISTRATIONS - W CALL & J RUPERT	1	240748	12/14/23 MEETING 11/21/2023	1005.042.4219.000000.53200.000000	\$150.00
				Prof. Educational Training - Fire Marshal	

Check #: 0

PO/Invoice Total: \$150.00  
Vendor Total: \$150.00

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1183 12/07/2023

Fiscal Year: 2023-2024

Vendor Remit Name Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
CONNECTICUT NATURAL GAS CORP.					
Check Group:					
Heating Fuel - NRMC #1656	1	0	HEAT 10/10-11/8/23 11/10/2023	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$150.00 \$959.30
Heating Fuel - NRMC SMALL TANK #1664	1	0	HEAT 10/10-11/8/23 11/10/2023	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$708.42
Heating Fuel - FIRE DEPT #9069	1	0	HEAT 10/10-11/8/23 11/10/2023	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$308.67
Heating Fuel - RST #1148	1	0	HEAT 10/10-11/8/23 11/10/2023	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$248.52
Heating Fuel - PARK BLDG #8180	1	0	HEAT 10/10-11/8/23 11/10/2023	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$250.20
Heating Fuel - TOWN HALL #1072	1	0	HEAT 10/10-11/8/23 11/10/2023	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$398.10
Heating Fuel - LIBRARY #7591	1	0	HEAT 10/10-11/8/23 11/10/2023	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$341.03
Heating Fuel - TOWN GARAGE #1461	1	0	HEAT 10/10-11/8/23 11/10/2023	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$382.85
Check #: 0					
PO/InvoiceTotal:					\$150.00
Vendor Total:					\$150.00

PO/InvoiceTotal: \$3,597.09  
Vendor Total: \$3,597.09

EAST COAST SIGN & SUPPLY INC

Check Group:

ROAD SIGNS	1	240750	206474 10/26/2023	1005.043.4303.000000.57500.00000 Road Repair - H.W.	\$1,454.00
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# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1183      12/07/2023

Fiscal Year: 2023-2024

Vendor Remit Name Description

Account      Invoice      Invoice Date      PO No.      QTY      Vendor #      Amount

Check #: 0

PO/Invoice Total: \$1,454.00  
Vendor Total: \$1,454.00

**EAST RIVER ENERGY**

Check Group:

DIESEL - 521.90 GAL @ \$2.923948 PER GAL	1	0	1037928 TWN	1005.043.4303.000000.56260.000000	\$1,526.01
			11/11/2023	Diesel & Gasoline - H.W.	

Check #: 0

PO/Invoice Total: \$1,526.01  
Vendor Total: \$1,526.01

**EVERSOURCE.**

Check Group:

Electricity - FIRE DEPT #2007	1	0	#2007 10/19-11/17/23	1005.043.4399.000000.56220.000000	\$365.87
			11/17/2023	Electricity - Town Building Oper.	
Electricity - TOWN HALL/COMM HALL #2014	1	0	#2014 10/19-11/17/23	1005.043.4399.000000.56220.000000	\$500.51
			11/17/2023	Electricity - Town Building Oper.	
Electricity - 98 NOTCH REAR #2020	1	0	#2020 10/19-11/17/23	1005.043.4399.000000.56220.000000	\$417.04
			11/17/2023	Electricity - Town Building Oper.	
Electricity - LIONS #2031	1	0	#2031 10/19-11/17/23	1005.043.4399.000000.56220.000000	\$51.03
			11/17/2023	Electricity - Town Building Oper.	
Electricity - INP #2041	1	0	#2041 10/19-11/17/23	1005.043.4399.000000.56220.000000	\$44.18
			11/17/2023	Electricity - Town Building Oper.	
Electricity - LIBRARY #2045	1	0	#2045 10/19-11/17/23	1005.043.4399.000000.56220.000000	\$325.67
			11/17/2023	Electricity - Town Building Oper.	
Electricity - GAZEBO #2055	1	0	#2055 10/19-11/17/23	1005.043.4399.000000.56220.000000	\$44.00
			11/17/2023	Electricity - Town Building Oper.	



# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1183      12/07/2023

Fiscal Year: 2023-2024

Vendor Remit Name  
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Electricity - 98 NOTCH SSS #2075	1	0	#2075 10/19-11/17/23	1005.043.4399.000000.56220.00000	\$44.00
Electricity - RST #2086	1	0	#2086 10/19-11/17/23	Electricity - Town Building Oper. 1005.043.4399.000000.56220.00000	\$115.43
Electricity - NPMC #2092	1	0	#2092 10/19-11/17/23	Electricity - Town Building Oper. 1005.043.4399.000000.56220.00000	\$1,328.43
Electricity - BHF #4029	1	0	#4029 10/19-11/17/23	Electricity - Town Building Oper. 1005.043.4399.000000.56220.00000	\$21.22
Electricity - BALLFIELD #4069	1	0	#4069 10/19-11/17/23	Electricity - Town Building Oper. 1005.043.4399.000000.56220.00000	\$247.07
Electricity - HIGH RIDGE FARM #5034	1	0	#5034 10/13-11/10/23	Electricity - Town Building Oper. 1005.043.4399.000000.56220.00000	\$13.54
Electricity - BI-OP SHED #6034	1	0	#6034 10/19-11/17/23	Electricity - Town Building Oper. 1005.043.4399.000000.56220.00000	\$45.01
Electricity - TENNIS COURTS #9098	1	0	#9098 10/19-11/17/23	Electricity - Town Building Oper. 1005.043.4399.000000.56220.00000	\$252.63
<p>FUSION CROSS-MEDIA LLC</p> <p>Check Group: 1,000 SELF-SEALING #10 WINDOW ENVELOPES W/RETURN ADDRESS PLUS SHIPPING</p>					
				Office Supplies - Finan.	\$237.08
				Check #: 0	
				PO/Invoice Total:	\$3,815.63
				Vendor Total:	\$3,815.63
				PO/Invoice Total:	\$237.08
				Vendor Total:	\$237.08

## Town of Bolton

### Voucher Detail Listing

Fiscal Year: 2023-2024

Vendor Remit Name Description

GALASSO MATERIALS LLC

Check Group:

PAVING - FRENCH & WILLIAMS RD

1005.043.4303.000000.57500.000000  
Road Repair - H.W.

Check #: 0

PO/Invoice Total: \$4,304.95  
Vendor Total: \$4,304.95

GENERAL CODE

T5218

Check Group:

UPDATED EDUCATIONAL MATERIALS

1005.041.4107.000000.53520.000000  
Other Tech. Services - Admin.

Check #: 0

PO/Invoice Total: \$1,250.00  
Vendor Total: \$1,250.00

GRAINGER

B3131

Check Group:

EMERGENCY LIGHT/EXIT SIGN FOR TEMP BUILDING

1005.043.4399.000000.56100.000000  
Supplies - Town Building Oper.

Check #: 0

PO/Invoice Total: \$89.07  
Vendor Total: \$89.07

H.F. LENZ COMPANY

Check Group:

BCS ENERGY MANAGEMENT SYSTEM/BUILDING  
MANAGEMENT SYSTEM UPGRADES

3482.049.4950.000000.25753.000000  
Other Liabilities - Energy Management System

Check #: 0

PO/Invoice Total: \$1,785.00  
Vendor Total: \$1,785.00

HAAA

# Town of Bolton

## Voucher Detail Listing

Fiscal Year: 2023-2024

Vendor Remit Name Description

Voucher Batch Number: 1183

12/07/2023

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:					
12/7/23 MEETING REGISTRATION: K FISHMAN & A JOHNSON	1	0	12/7/23 MEETING	1005.041.4131.000000.53200.000000	\$40.00
			11/29/2023	Prof. Educational Training - Assess.	
				Check #: 0	
				PO/Invoice Total:	\$40.00
				Vendor Total:	\$40.00
HALLORAN & SAGE LLP					
Check Group:					
Legal Services - GENERAL LEGAL	1	0	11418468	1005.041.4107.000000.53020.000000	\$620.00
			8/14/2023	Legal Services - Admin.	
Legal Services - JOHN LARAIA V. LAURA THWEATT	1	0	11418469	1005.041.4107.000000.53020.000000	\$202.50
			8/14/2023	Legal Services - Admin.	
Legal Services - ENRICO RD FUTURE ROW	1	0	11418470	1005.041.4107.000000.53020.000000	\$2,000.00
			8/14/2023	Legal Services - Admin.	
Legal Services - CONTRACT REVIEW TAXSERVCAPITAL LLC	1	0	11418471	1005.041.4107.000000.53020.000000	\$460.00
			8/14/2023	Legal Services - Admin.	
Legal Services - BOLTON V. OWUSUJANSA	1	0	11418472	1005.041.4107.000000.53020.000000	\$315.00
			8/14/2023	Legal Services - Admin.	
Legal Services - ENRICO RD FUTURE ROW	1	0	11419291	1005.041.4107.000000.53020.000000	\$540.00
			9/7/2023	Legal Services - Admin.	
Legal Services - CONTRACT REVIEW TAXSERVCAPITAL LLC	1	0	11419292	1005.041.4107.000000.53020.000000	\$320.00
			9/7/2023	Legal Services - Admin.	
Legal Services - BOLTON V. OWUSUJANSA	1	0	11419293	1005.041.4107.000000.53020.000000	\$67.50
			9/7/2023	Legal Services - Admin.	
Legal Services - PERSONNEL MATTERS	1	0	11419294	1005.041.4107.000000.53020.000000	\$240.00
			9/7/2023	Legal Services - Admin.	
Legal Services - JOHN LARAIA V. LAURA THWEATT	1	0	11421665	1005.041.4107.000000.53020.000000	\$435.00
			10/5/2023	Legal Services - Admin.	

## Town of Bolton

### Voucher Detail Listing

Voucher Batch Number: 1183      12/07/2023

Fiscal Year: 2023-2024

Vendor Remit Name  
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Legal Services - ENRICO RD FUTURE ROW	1	0	11421666 10/5/2023	1005.041.4107.000000.53020.000000 Legal Services - Admin.	\$900.00
Check #: 0					
Hillyard - New England				PO/InvoiceTotal:	\$6,100.00
Check Group:				Vendor Total:	\$6,100.00
AFRC - ACID-FREE RESTROOM CLEANER HIL0100904	1	240725	605311360 11/17/2023	1005.043.4399.000000.56100.000000 Supplies - Town Building Oper.	\$401.52
Check #: 0					
JAMES RUPERT				PO/InvoiceTotal:	\$401.52
Check Group:				Vendor Total:	\$401.52
REIMBURSEMENT FOR EMBASSY SUITES - ROOM, TAX & PARKING	1	0	2023 ICC REIMBURSEMT 11/21/2023	1005.041.4107.000000.53200.000000 Prof. Educational Training - Admin.	\$1,163.28
Check #: 0					
JEN STAHL				PO/InvoiceTotal:	\$1,163.28
Check Group:				Vendor Total:	\$1,163.28
1/2 DAY HANGOUT REFUNDS 11/20-11/22/23	1	0	REFUND 11/20-11/22 11/16/2023	2970.045.4503.300104.44709.000000 Other School Program - Recreation Fees	\$168.45
Check #: 0					
KARA FISHMAN				PO/InvoiceTotal:	\$168.45
Check Group:				Vendor Total:	\$168.45

# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1183      12/07/2023

Fiscal Year: 2023-2024

Vendor Remit Name  
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
	1	0	SMARTMLS 10/25/23 11/29/2023	1005.041.4131.000000.58100.00000 Dues & Fees - Assess.	\$210.00
Check #: 0					
PO/Invoice Total:					\$210.00
Vendor Total:					\$210.00
Laframboise Water Service Inc					
Check Group: B3773					
SALT					
	1	0	58413 11/17/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$69.00
Check #: 0					
PO/Invoice Total:					\$69.00
Vendor Total:					\$69.00
LOWES BUSINESS ACCOUNT					
Check Group: T1158					
LATE PAYMENT CHARGE					
	1	0	11/12/23 LATE CHARGE 11/12/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$40.00
Check #: 0					
PO/Invoice Total:					\$40.00
Vendor Total:					\$40.00
INTEREST CHARGE					
	1	0	11/17/23 INTEREST 11/17/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$0.92
Check #: 0					
PO/Invoice Total:					\$40.92
MATERIALS & SUPPLIES FOR ASSORTED REPAIRS					
Check Group:					
	1	240548	73529 10/20/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$378.32
Check #: 0					
PO/Invoice Total:					\$378.32
MISC SUPPLIES & DEHUMIDIFIER FOR HP BASEMENT					
Check Group:					
	1	240626	73538 10/20/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$290.66
Check #: 0					
PO/Invoice Total:					\$378.32

# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1183

12/07/2023

Fiscal Year: 2023-2024

Vendor Remit Name Description

Account

Invoice Invoice Date

PO No.

QTY

Vendor #

Amount

Check #: 0

PO/InvoiceTotal: \$290.66

Check Group:

MATERIALS & SUPPLIES FOR TOWN HALL RESTROOM FLOOR REPLACEMENT

1005.043.4399.000000.56100.00000  
Supplies - Town Building Oper.

\$783.44

Check #: 0

PO/InvoiceTotal: \$783.44

LUTZ CHILDREN'S MUSEUM

T3354

Vendor Total: \$1,493.34

Check Group:

MUSEUM PASS RENEWAL 1/1-12/31/24

1005.045.4501.000000.56400.00000  
Library Materials - Libr.

\$231.00

Check #: 0

PO/InvoiceTotal: \$231.00

MIDWEST TAPE

T29773

Vendor Total: \$231.00

Check Group:

2 DVDs

1005.045.4501.000000.56400.00000  
Library Materials - Libr.

\$52.48

CREDIT FOR RETURN OF 1 DVD FROM INV #504569552

1005.045.4501.000000.56400.00000  
Library Materials - Libr.

(\$26.24)

1 DVD

1005.045.4501.000000.56400.00000  
Library Materials - Libr.

\$26.24

Check #: 0

PO/InvoiceTotal: \$52.48

MOHAWK SAFETY

Check Group:

Vendor Total: \$52.48

# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1183

12/07/2023

Fiscal Year: 2023-2024

Vendor Remit Name Description

Account

Invoice Invoice Date

PO No.

QTY

Vendor #

SAFETY GLASSES, MECHANIC'S GLOVES & LEATHER WORK GLOVES

1005.043.4399.000000.56930.00000

134421

1 0

11/2/2023

Uniforms - Town Building Oper.

\$107.00

Check #: 0

PO/Invoice Total: \$107.00

Vendor Total: \$107.00

NAPA AUTO PARTS

Check Group:

OIL & WINDSHIELD WASH

1005.042.4203.000000.56100.00000

0693-335870

1 0

10/20/2023

Repairs & Maint. Supplies - Fire Comm.

\$90.88

CREDIT FOR SALE ON OIL - DIFFERENCE FROM FULL PRICE PD ON INV #0693-335870

1005.042.4203.000000.56100.00000

0693-339361

1 0

11/16/2023

Repairs & Maint. Supplies - Fire Comm.

(\$19.17)

Check #: 0

PO/Invoice Total: \$71.71

Vendor Total: \$71.71

NATIONAL RECREATION & PARK ASSOC

T3108

Check Group:

ANNUAL MEMBERSHIP FOR 2024 - S CRANE

2970.045.4503.300111.53400.00000

407064 RENEW 2024

1 0

11/8/2023

Professional Training - Other Profess. Services

\$115.00

Check #: 0

PO/Invoice Total: \$115.00

Vendor Total: \$115.00

Novus Insight, Inc

Check Group:

SUPPORT, CLOUD SVCS & SECURITY SVCS - SEPT 2023

1005.041.4107.000000.53520.00000

16313

1 0

9/1/2023

Other Tech. Services - Admin.

\$3,829.00

EXCHANGE ONLINE PLAN 2 LICENSE

1005.041.4107.000000.53300.00000

17001

1 0

11/17/2023

Professional/Tech Services - Admin.

\$275.00

**Town of Bolton**

**Voucher Detail Listing**

Voucher Batch Number: 1183      12/07/2023

Fiscal Year: 2023-2024

Vendor Remit Name  
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
11/7/23 AFTER HOURS ON-CALL SERVICE	1	0	17002	1005.041.4107.000000.53300.00000 Professional/Tech Services - Admin.	\$825.00
BILLABLE SYSTEMS PROJECTS - EMERGENCY TIER 2	1	0	17002	1005.041.4107.000000.53300.00000 Professional/Tech Services - Admin.	\$330.00
Check #: 0					PO/Invoice Total: \$5,259.00
					Vendor Total: \$5,259.00
O&G INDUSTRIES INC					
Check Group:					
4 BAGS OF MASON CONCRETE	1	0	686146	1005.043.4303.000000.57500.00000 Road Repair - H.W.	\$47.80
Check #: 0					PO/Invoice Total: \$47.80
					Vendor Total: \$47.80
PATRICE L CARSON					
Check Group:					
HOURLY CONSULTING SERVICES 11/13-11/19/23	30	0	W/E 11/19/23	1005.041.4151.000000.53300.00000 Professional/ Tech Serv - Build. & Land Use	\$2,100.00
Check #: 0					PO/Invoice Total: \$3,500.00
					Vendor Total: \$3,500.00
HOURLY CONSULTING SERVICES 11/20-11/26/23	20	0	W/E 11/26/23	1005.041.4151.000000.53300.00000 Professional/ Tech Serv - Build. & Land Use	\$1,400.00
Check #: 0					PO/Invoice Total: \$3,500.00
					Vendor Total: \$3,500.00
ROSS LALLY					
Check Group:					
REIMBURSEMENT FOR 11/11/23 CACIWC MEETING	1	0	10/23/23 CACIWC	1005.041.4163.000000.53200.00000 Prof. Educational Training - Inland/Wetland	\$75.00
Check #: 0					PO/Invoice Total: \$75.00
					Vendor Total: \$75.00



## Town of Bolton

### Voucher Detail Listing

Voucher Batch Number: 1183      12/07/2023

Fiscal Year: 2023-2024

Vendor Remit Name Description      Vendor #      QTY      PO No.      Invoice Invoice Date      Account      Amount

SANDY PIEROG      T40756

Check Group:

REIMBURSEMENT - POLL WORKER TRAINING SNACKS	1	0	HIGHLAND PK 10/31/23	1005.041.4197.000000.56120.00000 Office Oper. Supplies - Elect.	\$56.22
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REIMBURSEMENT - POLL WORKER SNACKS	1	0	SHOP RITE 11/6/23	1005.041.4197.000000.56120.00000 Office Oper. Supplies - Elect.	\$106.21
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REIMBURSEMENT - ROVAC MEETING REFRESHMENTS	1	0	STOP & SHOP 10/17/23	1005.041.4197.000000.56120.00000 Office Oper. Supplies - Elect.	\$35.45
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Check #: 0

PO/InvoiceTotal: \$197.88

Vendor Total: \$197.88

SCRIPTCLAIM SYSTEMS LLC

Check Group:

FLU SHOT CLINIC - UNUSED CAPACITY	1	240739	2023891583633 11/14/2023	1005.044.4401.000000.55010.00000 Other Contracts - Pub. Hlth	\$525.00
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Check #: 0

PO/InvoiceTotal: \$525.00

Vendor Total: \$525.00

Security Technologies, Inc

Check Group:

SENIOR CENTER MOTION SENSOR REPAIR	1	240695	801887 11/27/2023	1005.043.4399.000000.54300.00000 Repair & Maint. Services - Town Build. Oper.	\$224.00
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Check #: 0

PO/InvoiceTotal: \$224.00

Vendor Total: \$224.00

TILCON CONNECTICUT INC.

Check Group:

ASPHALT	1	240222	1862847 11/16/2023	1005.043.4303.000000.57500.00000 Road Repair - H.W.	\$4,621.16
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# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1183      12/07/2023

Fiscal Year: 2023-2024

Vendor Remit Name  
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
RECYCLE BRUSH	1	240614	INVELTN098530 11/8/2023	1005.084.8405.000000.54101.000000 Refuse Removal. - Ref. Serv.	\$450.00
			Check #: 0		
PO/Invoice Total:					\$450.00
Vendor Total:					\$450.00
WINDHAM MATERIALS, LLC					
Check Group:					
WASTE ASPHALT	1	0	209820 10/31/2023	1005.043.4303.000000.57500.000000 Road Repair - H.W.	\$36.23
			Check #: 0		
PO/Invoice Total:					\$36.23
Vendor Total:					\$36.23
Grand Total:					\$58,670.03

End of Report