

**BOLTON BOARD OF SELECTMEN
BUDGET WORKSHOP SPECIAL MEETING
7:00 PM, THURSDAY, FEBRUARY 2, 2023
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD
In-Person and Virtual (Hybrid Format)**

MINUTES

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

Staff Present: Interim Administrative Officer James Rupert (in-person), Recording Secretary Linda H. McDonald (via Zoom), Chief Financial Officer Jill Collins (via Zoom), Recreation Director Stephanie Crane (via Zoom)

1. Call to Order: P. Sawyer called the meeting to order at 7:00 p.m.
2. Budgets
- 2.a Recreation:

Recreation Director S. Crane spoke to the recreation director salary survey she compiled of twenty towns with populations similar to Bolton and a survey of towns surrounding Bolton conducted by the Town of Coventry to support her request for an increase in salary greater than the normal 2.25%. She said the proposed salary increase in the FY2024 budget is competitive and would ensure the continued quality of programming that is being produced with only one full-time staff member in the department.

Regarding the payroll for the Herrick Park summer camp staff, S. Crane explained the proposed hourly increases for summer lifeguards and camp director have been proposed in order to retain staff for the entire summer.

S. Crane proposed two options (A and B) for the FY2024 budget that raise gate fees and the fee for pavilion rental at Indian Notch Park at Bolton Lake in order to break even due to the increase in minimum wage and to remain competitive with what the State is offering summer staff at State parks. She explained Coventry and Bolton will be offering the same rates to the lifeguards so the two towns can hire staff together and share lifeguards, if needed.

In her request for town support, S. Crane said, due to salary increases, staff pay increases, and the increasing cost of supplies, revenue does not cover expenses and, without town support, the department would have to dip into its savings account. The amount of town support would be determined on whether budget option A or B for raising fees is chosen. J. Collins noted the savings (round) account currently has \$170,000. S. Crane said camp, lake and basketball are the highest revenue-producing activities and hopes to add more programs to make the department self-sustaining.

Discussion followed. P. Sawyer, said when considering ECS grants, the state looks at the economic level and median income level of the towns. She the twenty-town salary survey includes wealthier towns with higher median incomes and significant industrial and commercial

income. P. Sawyer requested S. Crane to re-visit the salary survey and take out those towns that have significantly higher median income levels. A. Teller noted that the data in materials provided for budget options A and B were reversed. S. Crane said she will provide revised budget materials based on the requests and comments from the board and to correct the data in budget options A and B.

2.b Fire Marshal: In his presentation, J. Rupert explained the proposed budget is relatively flat, with an overall increase of \$1,000.

2.c Other:

- Planning and Zoning Commission: J. Rupert noted the request is lower than the appropriation for the current fiscal year.
- Zoning Board of Appeals: J. Rupert explained this board meets only when there is a zoning appeal before them, making it difficult to plan the yearly budget. The proposed budget, which is relatively flat from the current year, was based on five under one-hour meetings for the year.
- Inland Wetlands Commission: J. Rupert said this is a flat budget, with no proposed increase over the current fiscal year.
- Temporary Public Building Commission: J. Rupert said this is a flat budget, with no proposed increase over the current fiscal year.

3. Adjournment: A. Teller MOVED to adjourn the meeting at 8:05 p.m. R. DePietro SECONDED. MOTION CARRIED 5:0:0.

Upcoming Meetings:

Regular Meeting – Tuesday, February 7, 2023

A/P Meeting (tentative) - Thursday, February 9, 2023

Budget Meeting (following A/P meeting) – Thursday, February 9, 2023

Respectfully submitted by Linda H. McDonald

Linda H. McDonald

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

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

MINUTES

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

Staff Present: Interim Administrative Officer James Rupert (in-person), Recording Secretary Linda H. McDonald (via Zoom), Patrice Carson, AICP, Consulting Director of Community Development (via zoom), UCONN Intern Josh Hull (via Zoom)

Others Present: William Dube (via Zoom), Raymond Hardy (in-person), Diversity Commission Chair Amanda Gordon (in-person), Nick Lavigne (CVC) (via Zoom), Anthony Girasoli (via Zoom), Eric Trott (via Zoom), Anne Decker (via Zoom) and two others by phone, and two others in-person

1. Call to Order: P. Sawyer called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.
2. Public Comment: P. Sawyer shared the correspondence from the Bolton Conservation Chair for a parking lot opportunity to access the Nathan Hale Greenway. The Conservation Commission strongly believes that safe, maintainable and accessible parking to the trail head and NHG network is a high priority.
3. P. Carson – Four-Town Update and Budget:

P. Carson introduced Eric Trott and UCONN Intern Josh Hull and presented an overview of what the Connecticut Countryside group, made up from representatives from the towns of Bolton, Tolland Coventry and Mansfield, has accomplished and future plans. She said the purpose of the group is to raise awareness, marketing and visibility of what is going on in the towns and produce some new events across the four towns.

P. Carson presented FY24 budget request of \$5,000 from each of the four participating towns.

E. Trott noted there is a MOA outlining the structure of the group.

After discussion, consensus of the board was to consider the budget request as a separate line item in the budget during the budget process.
4. New Business
 - 4.A William Dube – Eagle Scout Project- Construction of Libraries at Herrick Park and Senior Center:

W. Dube presented his proposal for two wooden little free libraries, to replace the one at the Herrick Park playscape and to build a second one of same design at the Senior Center as a final Eagle Scout project. He said he would fundraise to cover the \$200 projected costs and is seeking town permission to dig and use concrete. Also under consideration is a place next to the free library at the senior center to drop-off donations for the food pantry. W. Dube said he is planning to start the project in April and finish in June. He offered to show the board his plans and 3D model.

A. Teller MOVED the town establish a process where requests for student projects be referred to the Town Administrator and refer them to the appropriate town departments for recommendation, only with the recommendation of the Town Administrator. R. DePietro SECONDED. MOTION CARRIED 5:0:0.

A. Teller MOVED to refer the Eagle Scout Project of William Dube for construction of libraries at Herrick Park and Senior Center to the Town Administrator. M. Eremita SECONDED. MOTION CARRIED 5:0:0.

4.B Raymond Hardy – Registration of Squaw Cave as an Historical Site:

P. Sawyer noted during discussions with the CT Department of Transportation (CTDOT) regarding the interchange at Route 384, Route 6 and Route 44, one of the things she found in the State's view of the Bolton Notch was an absence of understanding of the Native American significance Bolton Notch played in the town's history and sensitivity to the Town's Native American past. She said she reached out to R. Hardy to look into how the town moves forward to bring the knowledge to the CTDOT, specifically what knowledge does the town bring and who is the best person to bring it to.

R. Hardy presented a history of the significance of the Squaw Cave site, describing the areas of significance of the site. He suggested the town consider applying for a request to protect Squaw Cave as an historical site to the State Archeologist Dr. Sarah Sportman.

The members thanked R. Hardy for his research and presentation.

At this time, R. Morra MOVED to bring the topic regarding the recommendation of M. Eremita that all town vehicles be banned from exiting Notch Road onto Route 44 to item 10. M. Eremita SECONDED. MOTION CARRIED 5:0:0.

4.C Proposed Packaging Extended Producer Responsibility Bill:

J. Rupert explained the bill is a strategy for managing packaging and printed paper at the end of life where the primary financial responsibility falls upon the producers of the packaging and paper instead of the municipalities and rate payers.

P. Sawyer commented this is a complex bill and the board does not have enough information to support the bill. Board discussion followed on supporting the concept of the bill.

P. Sawyer said Mid- NEROC, of which Bolton is a member, has approached the town to support the bill and the Legislature wants input as to what the board does not want in the bill. Discussion followed.

A. Teller MOVED the board direct to direct the Town Administrator to write a letter generally supporting the sentiment of the General Assembly's Raised Bill 115: An Act Concerning Extended Product Responsibility for Consumer Packaging R. Morra SECONDED. MOTION FAILED 2:3:0 with P. Sawyer, R. DePietro, and M. Eremita opposed.

4.D Resolution – Discussion and possible action were tabled to the February 9, 2023 BOS regular meeting.

5. Ongoing Business

5.A Update Alexandra Miller-Davey Presentation for Bolton High School (BHS) Trail Project – Insurance Information:

J. Rupert reported having a conference call with the town's insurer CIRMA with regard to liability insurance for mountain biking trails. He said CIRMA would not insure this activity as it is, historically, the single cause of the largest payout that CIRMA has had.

After discussion, the consensus of the board was to have the Town Administrator reach out to Alexandra Miller-Davey to inform her of the response from the town's insurer.

5.B Interval House Donation:

J. Rupert said he received a request from the Director of Advancement at Interval, which provides free and confidential services to victims of domestic violence in Bolton , to earmark \$1,000 in the town's FY2024 budget to help defray the cost of serving Bolton residents. Historically, the town has not given much to these types of organizations.

Discussion followed. No action taken.

5.C Ad-Hoc Diversity Commission Presentation

Members expressed appreciation for the professional product and work, information and time put into this project by the Commission.

Diversity Commission Chair Amanda Gordon presented the findings of the student survey and presented the commission's recommendations based on the study results, including an Equity and Inclusion statement from the Town. She thanked the BOS as the charge of the commission has ended.

Board discussion followed. Members recommended that the Board of Education be apprised of the survey findings.

P. Sawyer recommended a sub-committee meeting and, at least, one more BOS meeting to digest all the information before a board decision can be made. No action taken.

5.D ARPA Funding:

J. Rupert recommended, if the board wants to use the ARPA funding, the town go out with RFP for design services to put together a set of specifications for teardown of Notch Municipal Center and the greenhouse at Bolton Center School. Discussion followed.

A. Teller MOVED the Board of Selectmen direct the Town Administrator to prepare the necessary resolutions and requests for proposals to apply the ARPA money toward the projects of tearing down the Notch Road Municipal Center, removing the greenhouse from the high school and closing off the two buildings to accommodate those removals. M. Eremita SECONDED. MOTION CARRIED 5:0:0.

6. Correspondence – Veteran’s Tax Exemption:

P. Sawyer referred to a letter from Barry Stearns, Vice-Chair of the Veteran’s Commission regarding the Veteran’s Tax Exemption. She said this letter was agreed upon by the Veterans Commission as a whole. The Veteran’s Commission is requesting the board to adopt the Veterans Property Tax Exemption under CT Public Act No.22-34 for the fiscal year 2023-2024, which would increase the current exemption of \$4,500 to \$10,000 or to phase the exemption over a five-year period. Discussion followed.

R. Morra, R. DePietro and M. Emerita volunteered to form an Ad Hoc Subcommittee to consider the Veteran’s Tax Exemption request and to try to report back to the full board at the March 9, 2023 regular meeting.

7. Appointments and Resignations:

7.A Resignation of Karen Heckman - Board Clerk

A. Teller MOVED to ACCEPT the resignation of Karen Heckman, with thanks and gratitude, as Board Clerk with appreciation. R. Morra SECONDED. MOTION CARRIED 5:0:0.

7.B Appointments

- Stephen Wierzbicki –Temporary Public Building Committee
- Matthew Wright – Ethics Committee
- Basia Caya – Ethics Committee
- Kathleen McCavanagh – Emergency Management Director

R. Morra MOVED to APPOINT Stephen Wierzbicki as a member of the Temporary Public Building Committee, Matthew Wright and Basia Caya as members of the Ethics Committee and Kathleen McCavanagh as Emergency Management Director for the Town of Bolton. M. Eremita SECONDED. MOTION CARRIED 5:0:0.

7.C Re-Appointments

- Robert Morra – Bolton Lakes Regional Water Pollution Control Authority (BLRWPCA)
- Richard Hayes Jr. – BLRWPCA
- James Rupert – Alternate to BLRWPCA

M. Eremita MOVED to RE-APPOINT Robert Morra, Richard Hayes Jr. as full members and James Rupert as an Alternate to the Bolton Lakes Regional Water Pollution Control Authority. R. DePietro SECONDED. MOTION CARRIED 5:0:1 with R. Morra abstaining.

8. Reports and Updates

8.A Properties and Facilities Report:

J. Rupert reported:

- Tree cutting for the Connectivity Grant has begun and the town has executed the contract with Bartlett Tree for preservation of certain trees during the connectivity grant construction process.
- Jacobsen and Associates has started a survey of the area identified for a trail head parking area on Hop River Road. He and Joe Dillon met with Gwen Marrion to discuss details and align expectations. The town is on track for timely grant submittal.
- The Buildings and Grounds Team has completed room B at Notch Road and is currently working on room A to make two meeting spaces.

8.B FY22 Budget Report: J. Rupert reported there were no significant changes in the budget report.

9. First Selectman's Report: P. Sawyer reported State Police on Sunday found at least 100 vehicles that had been rifled through on Birch Mountain. She shared that Heritage Farm will be used for Winterfest on February 25th.

10. Administrative Officer's Report

10.A Monthly Report: J. Rupert reported on the following:

- Received confirmation of approval for LOCIP Grant and signed agreement sent back to the State of CT.
- Draft of TRIP Grant application completed and reviewed. Final grant application will be completed and submitted prior to the deadline.
- Novus is working with our current IT provider to enhance our cybersecurity. We had an onsite meeting with them this week and will take them to all Towns locations next week.
- I attended and participated in the CRCOG Policy Board meeting.
- The Neglected Cemeteries Grant application is largely complete and will have been submitted prior to the deadline on February 6th.
- On February 3 and 4 our cold weather protocols are in place. We have communicated to the public and Senior and Social Services is reaching out to at risk citizens.
- The job postings for the Building Official and Program Coordinator are out. We have three qualified applicants for the Building Official position to date. Interviews for both positions will be set up soon.
- We are looking to set up a meeting with Eagle Leasing which is the State vendor for temporary structures. I have begun dialogue with the Health Department regarding connections of the septic and water lines to the temporary structures.
- Supervisor reviews are underway.
- EMPG Grant was signed and submitted.

10.B Other: Discussion on M. Eremita's request that all town vehicles be banned from exiting Notch Road to Route 44 (the 384 interchange)

R. Morra MOVED to add item 10.B: Discussion on M. Eremita's request that all town vehicles be banned from exiting Notch Road to Route 44 (the 384 interchange) to the agenda. M. Eremita SECONDED. MOTION CARRIED 5:0:0.

M. Eremita said his proposal is for the town to enact a policy to prohibit all town vehicles from crossing over Notch Road to get to Route 44. Discussion followed. Further discussion will be continued at the March 9, 2023 regular meeting.

11. Adjournment: P. Sawyer adjourned the meeting at 9:50 p.m.

Respectfully submitted by Linda H. McDonald

Linda H. McDonald

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

HC

**TOWN OF BOLTON
BOARD OF SELECTMEN
REVISED -SPECIAL MEETING – A/P – 7:00 P.M.
AND BUDGET WORKSHOP #5
(IMMEDIATELY FOLLOWING A/P MEETING)
THURSDAY, FEBRUARY 9, 2023
MINUTES**

The Board of Selectmen held a special meeting on Thursday, February 9th with First Selectmen Pam Sawyer presiding. Also, in attendance were selectmen: Robert Morra, Mike Eremita, Robert DePietro, Adam Teller, CFO Jill Collins, Registrar of Voters Bernice Dixon and Sandra Pierog, Town Administrator Jim Rupert and Kathy McCavanagh.

A/P MEETING:

1. Call to Order.

P. Sawyer called the meeting to order at 7:00 p.m.

2. Consider and Act on A/P Report.

Motion: B. Morra moved to pass the A/P report as presented.

By: B. Morra 2nd: R. DePietro

Voting:

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

No: None

Abstain: None

Passes unanimously.

3. Consider and Act on Budget Transfers.

Motion: B. Morra moved to pass the A/P report as presented.

By: B. Morra 2nd: R. DePietro

Voting:

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

No: None

Abstain: None

Passes unanimously.

4. Consider and Act on Student Activity Fund.

There was a discussion as to what was considered non-fiduciary fund. These funds are currently rolled over by the BOE at the end of each year. An example of non-fiduciary funds is revenue collected for entrance into an event at the school. At this time there is approx. \$100,000 in this account.

A. Teller recommended that these funds should be presented to the public and voted on at a public meeting every year by October 1st instead of just having the Superintendent of Schools, BOE Chair (or their designee), First Selectmen (or their designee) and the Town Administrator being given the

right to review and approve them every five years. All selectmen agreed this should be discussed with BOE and pushed to the next BOS agenda.

5. Adjournment.

Budget Workshop:

1. Call to Order.

P. Sawyer called this meeting to order at 7:18 p.m.

The entire Board of Selectmen agreed to move to #3 on the agenda at this time so that others in attendance could present their budgets without having to wait any long.

3. Budgets:

- **Elections/Registrar of Voters**

Both B. Dixon and S. Pierog gave information in regards to what is coming up in the next 2 years of voting at all the upcoming elections/primaries/referendums. They do not have complete information on what the state will require for everything at this time but this is what they need to consider for budgeting moving forward.

Those on staff:

Rep. Deputy Registrar: Ross Lally

Dem. Deputy Registrar: Polly Silva

Also have one Dem. and one Rep. Assistant

State and Federally Mandated Duties

Primary Responsibilities:

- Voter Registration
- Accurate weekly maintenance of the voter list
- Annual Canvas of voter address (can take up to 5 months)
- Administration of all elections (federal, state, municipal, referendums and primaries) – last few years have been (6) per year – but they never know how many that number could be

At least 10 workers are required at each polling place. (Extras needed in case someone gets sick)

Worker training prior to each election and some assist with voter machine testing, election preparation, post-election reconciliations, reports and audits.

Communicating election changes via mail and website

Preparation of budget, annual report and expense paperwork

2 state mandated conferences per year, county meetings and zoom classes

Budget before us will need to fund two presidential primaries in April 2024 (at two locations) and 4 budget referendums.

- Biggest unknown is requirements and costs for early voting.
- Huge push to allow early voting by 2024.
- Possibly 8-12 days before the election – 7 hours/day including Saturdays (20 people)

Presidential Preference Primary is scheduled for Tuesday, April 25, 2024.

- 2 locations will be needed
- If we use the same machines for the presidential preference primary that we use for the referendums – we will NOT be able to hold a 2nd budget referendum for up to 60 days (depending on if there is a recount)

State statute says we must have a Deputy Registrar from each party at each voting location.

Registrars would be in office for Election Day Registration (EDR)

Both ROV are requesting that the BOS stay in contact with Reps; Weir and Ackerman to encourage them for some type of dispensation for small towns if early voting is to happen. This will cripple our budget.

The payroll line in our proposed budget DOES NOT take into effect EARLY VOTING.

Minimum 10 people will be needed at each location: (can't mix the duties of these positions)

- Assistant Registrar
- Moderator
- 2 Checkers
- Ballot Clerk
- Tabulator Tender (possibly up to 2)
- Absentee Ballot Clerk (2)
- 2 Deputy Registrars

- handicapped accessible facility for early voting needed as well as locked storage for early voting ballots

Education/Training Budget

- 2 annual conferences
- Online classes
- Current mandatory training for Sandy and Ross (10 sections at \$200 each per person)
- Conference cost is expected to increase substantially

There is a voting machine shortage- there are no excess machines

Professional education is funded out of two lines. Both the education/training line and the payroll line. Not only do we pay for some of the classes but we also cover the time spent attending some of those classes.

Town also pays for all poll workers to be trained.

Copy of current wages of all ROV staff to be given to BOS again.

J. Collins presented the following budgets

- **Finance Department**
Actuarial study included here – comes out of Professional/Technical Services
- **Capital Reserve Fund**
- **Capital Improvements**
- **Bond and Note Expenses**
Jill to look into doing short term note for FD for interest
- **Redemption of Bonds-LTD**
Refinancing = Rebonding the callable part of the bond that are outstanding

BOE is expecting 18 Columbia students for next year (Jill always puts (2) less than that number)

- **Interest- Long Term Debt**
- **BLRWPCA**
The \$190,00 is the remaining debt incurred from the project
- **Veterans**
Admin Support line will be changed to payroll for board clerks when needed
Signage and Other lines will be combined and called General Supplies

J. Rupert presented the following budgets:

- **Administration**
Professional/Technical Services is what the Town Engineer falls under and we have quite a few projects going on right now
- **Building and Land Use**
Other Payroll includes temporary/seasonal workers
Professional/Technical Services includes our Town Planner and Wetlands Agent salaries
- **Personnel Services**
Medical (Town) - this number has a 12% anticipated increase and a place holder included
- **Police Protection**
M. Eremita would like to see us talk to surrounding towns to help provide 24/7 coverage before we sign another contract with CT State Police
- **Emergency Management**
- **Animal Control**

- Public Building Commission
- Refuse Services

2. **Approval of Minutes.**

- a) January 3, 2023 – Regular Meeting.
- b) January 17, 2023 –Special A/P Meeting.
- c) January 17, 2023 – Budget Workshop #1.
- d) January 24, 2023 – Budget Workshop #2.
- e) January 31, 2023 – Special A/P Meeting.
- f) January 31, 2023 – Budget Workshop #3.

Motion: M. Eremita moved to approve all the minutes listed above with the correction that in the January 3, 2023 minutes A. Teller be added to the Yes votes for the motions on 4B and 5C.

By: M. Eremita

2nd: R. Morra

Voting:

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

No: None

Abstain: None

Passes unanimously

4. **Adjournment.**

P. Sawyer adjourned the meeting at 8:49 p.m.

Respectfully submitted,

Kathy McCavanagh

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

4D

**BOLTON BOARD OF SELECTMEN
BUDGET WORKSHOP SPECIAL MEETING
7:00 PM, TUESDAY, FEBRUARY 21, 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 (7:06 p.m.)

Board of Selectmen Members Present Via Zoom: Robert DePietro, Michael Eremita

Staff Present In-Person: Interim Administrative Officer James Rupert

Staff Present Via Zoom: Chief Financial Officer Jill Collins, Recording Secretary Linda H. McDonald

Others Present Via Zoom: Amanda Gordon, Rhea Klein

1. Call to Order: P. Sawyer called the meeting to order at 7:00 p.m.
2. Discussion on Budgets:
P. Sawyer polled the board members on their philosophy for the budget, to set a target.

M. Eremita commented he thought the townspeople will not vote for a budget over 3%, so the board should do everything to get budget below 3%.

R. DePietro commented the board has an obligation to educate taxpayers on how administration kept their budgets in line as much as possible with no fluff.

R. Morra commented there is a base 1.4% increase in the grand list that has to be figured in as well as unexpended revenue from this year that have been used to offset the increase in the budget. The target of under 3% increase in the mill would use budget cuts, what is left over from prior year, and the contributing factor of an increase in the tax base.

A. Teller commented the board needs to figure out what is needed to run the town in a reasonable way and present that to the public and to set a budget that meets the actual needs of the town and tell the public what it costs. He said the board should not put their names to a budget they do not think meets the needs of the town in a reasonable way. It is for the taxpayers to decide through the vote whether to approve the budget.

J. Collins said a 3% increase over last year's budget equates to \$341,000, a 2.99% increase equates to \$277,000 and a 1% increase would be approximately \$64,000.

Discussion began on the FY2024 capital reserve budget. Consensus of the board to reduce the capital reserve budget by a total of \$225,000 was reached in the following line items:

- Vehicle Replacements – Make a \$15,000 reduction from \$63,000 to \$48,000, to fund the sedan for the town and the zero-turn mower for the cemeteries.
- Road Resurfacing – Reduce from \$20,000 to zero dollars.
- Water Suppression – Reduce from \$50,000 to zero dollars.
- BHF Restoration & Code Compliance – Reduce the from \$15,000 to zero dollars.
- Skid Steer – The members suggested, with the \$60,000 in this year's capital budget, the Highway Department could purchase the skid steer vehicle from their current budget as

inflation continues to increase the cost of the vehicle. Board consensus was to remove the \$25,000 in the FY2024 budget.

- Grant Match – Reduce from \$100,000 to zero dollars.
J. Rupert explained the \$100,000 in this item was part of unanticipated revenue from the State. P. Sawyer said this is a dollar value toward an untitled grant given to the town by the State, earmarked for a specific use rather than being put into the general fund. Board consensus was to take the \$100,000 to a town meeting this year to move the \$100,000 in FY2024 and roll it into the grant match appropriation for this year.
- Assessor’s Office Revaluation – J. Collins said the amount proposed is to be put toward the next revaluation in six years. After discussion, the board decided to re-visit this line item during future budget deliberations.

The board began discussion on the Town Proper FY2024 proposed budgets. Board consensus to make no changes at this time was reached on the following budgets:

- Administration
- Board of Finance
- Finance Department
- Auditing Services
- Assessor
- Tax Collector
- Town Clerk
- Building & Land Use
- Planning & Zoning
- Zoning Board of Appeals
- Insurance
- Probate Court
- Inland Wetland Commission
- Economic Development

Board consensus was reached regarding the following budgets:

- Personnel Services – The board will wait for better data before considering any changes.
- Elections – The board made no changes at this time. J. Collins will research and clarify if the \$800 in the advertising line item is already part of the Town Clerk’s budget and if the \$1,500 in the Other Contracts line item might be reduced.
- Police Protection – With information received from the State, J. Collins suggested reducing this budget by \$100,00 based on the percentage of cut in benefits. She said she feels comfortable with this cut if the town keeps the Resident State Troopers it has right now. J. Rupert added the town received this information from the State in writing. By consensus, the board reduced the FY2024 budget request from \$411,300 to \$311,300, a reduction of \$100,000.

The board reviewed the budgets for Bond & Note Expenditures, Redemption of Bonds, Interest-Long Term Debt and BLRWPCA.

3. Adjournment: P. Sawyer adjourned the meeting at 9:08 p.m.

Respectfully submitted by Linda H. McDonald *Linda H. McDonald*

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

4E

**BOLTON BOARD OF SELECTMEN
SPECIAL A/P MEETING and BUDGET WORKSHOP
7:00 PM, THURSDAY, FEBRUARY 23, 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

Board of Selectmen Members Present Via Zoom: Michael Eremita, Adam Teller

Board of Selectmen Members Absent: Robert DePietro

Staff Present In-Person: Interim Administrative Officer James Rupert

Staff Present Via Zoom: Chief Financial Officer Jill Collins, Recording Secretary Linda H. McDonald

Others Present Via Zoom: Amanda Gordon, Ashley Phelan (7:23 p.m.)

1. Call to Order: P. Sawyer called the meeting to order at 7:01 p.m.
2. Consider and Act on A/P

R. Morra MOVED to accept the A/P report as presented. M. Eremita SECONDED. MOTION CARRIED 4:0:0.

3. Consider and Act on Budget Transfers: There were no transfers to be considered.
4. Discussion on Budgets:
The board continued their review and discussion on the proposed FY2024 Town Proper budgets.

The board revisited the budget for Economic Development and consensus was to leave the \$5,000 in the Shared Services line item at this time.

J. Rupert commented in a couple of the budgets the folks have submitted, they have put placeholders in their budgets under their payroll accounts for 3% wage increases. He said just because the Board of Selectmen may or may not cut money out of that, it does not mean the wage increase will be 3% for next year. The BOS will act on those pay increases at some point just before the new fiscal year.

- 4.1 Fire Commission:
M. Eremita explained the reasons behind the increases in Fire/Security Maintenance and Supply, Communications, and Equipment line items. Consensus of the board was to make no changes at this time.
- 4.2 Animal Control – Consensus of the board was to make no changes at this time.
- 4.3 Fire Marshal – Consensus of the board was to remove \$800 from the Supplies and \$200 from the Equipment line items.
- 4.4 Emergency Management- J. Rupert said he thinks the payroll is covered by the Emergency Management Performance Grant. Consensus of the board was to make no changes at this time.
- 4.5 Highway Department –J. Rupert noted the town has collected \$12,000 from nip bottle collection fees that can be put toward road sweeping. The cost of sand and salt has increased by 15%. J. Rupert said the town is working on the bid for diesel fuel, but it is too early to price. The Road

Repairs line item is up 18%. Discussion followed if that line was cut, would that mean less roads would be done. Consensus of the board was to ask Highway Supervisor Lance Dimock to report how many miles of road are expected to be done, what roads are on the schedule, and will the roads be paved or milled. Consensus of the board was to re-visit the Road Paving, Diesel Fuel & Gasoline, and Sand & Salt line items and to reduce the Road Sweeping line item by \$12,000.

- 4.6 Public Building Commission – Consensus of the board was to make no changes at this time.
- 4.7 Town Building Operations – Discussion followed on whether money would be saved in the Repairs & Maintenance and Electricity budgets if the Notch Road Municipal Center (NRMC) is torn down. Consensus of the board was to ask the director to reduce the budget by \$15,000 and re-submit to the board. It was noted that money can be moved within the budget if needed.
- 4.8 Public Health – J. Rupert said this is a contracted service and is subsidized by grants from the state. Consensus of the board was to make no changes at this time.
- 4.9 Veterans’ Services – Consensus of the board was to remove \$400 from Signage and move it to the Highway Department operating budget.
- 4.10 Senior & Social Services – J. Rupert noted the costs of parts for the van are increasing. Consensus of the board was to ask the department head to reduce the budget by \$5,000 and submit a revised budget to the board.
- 4.11 Library –J. Rupert said the library has received three refurbished computers from the school system and will get a remote Owl camera system from Town Hall this year. These are two items in the FY2024 Equipment line request. Consensus of the board was to reduce the Equipment line item by \$4,000 and the Library Materials line item by \$1,000.
- 4.12 Recreation – J. Rupert said the Recreation Director salary will be discussed at the Personnel subcommittee tomorrow. The subcommittee will bring suggestions to the full board. P. Sawyer said the Indian Notch fees will be determined at a regular board meeting. Consensus of the board is to reduce the Interagency Purchased Services line item by \$15,275.
- 4.13 Conservation Commission – Consensus of the board was to make no changes at this time.
- 4.14 Refuse Services – Consensus of the board was to make no changes at this time.
- 4.15 Transfer Out-Separation Fund – No action.

J. Rupert reported the town may be able to procure an option on a used unit skid steer with only 100 hours on it for money already in the budget.

- 5. Adjournment: R. Morra MOVED to adjourn the meeting at 8:33 p.m. M. Eremita SECONDED. MOTION CARRIED 4:0:0.

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.

41 F

**BOLTON BOARD OF SELECTMEN
SPECIAL MEETING BUDGET WORKSHOP
7:00 PM, TUESDAY, FEBRUARY 28, 2023
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD
In-Person and Virtual (Hybrid Format)**

MOTIONS

Board of Selectmen Members Present In-Person: First Selectman Pamela Sawyer, Adam Teller (7:14 p.m.)

Board of Selectmen Members Present Via Zoom: Deputy First Selectman Robert Morra, Michael Eremita, Robert DePietro

Staff Present In-Person: Interim Administrative Officer James Rupert

Staff Present Via Zoom: Chief Financial Officer Jill Collins, Recording Secretary Linda H. McDonald

Others Present Via Zoom: Mather Clarke, Amanda Gordon

Others Present in-Person: Gwen Marrion

1. Call to Order: P. Sawyer called the meeting to order at 7:03 p.m.
2. Consider and Act on Trails Grant:

R. DePietro MOVED accept the proposal trails grant request as presented by Gwen Marrion and Jim Rupert. M. Eremita SECONDED. MOTION CARRIED 4:0:1 with A. Teller abstaining.
3. Consider and Act on Allowing Fire Department and/or J. Rupert to apply for Staffing for Adequate Fire and Emergency Response, Recruitment and Retention (Safer) Grant:

M. Eremita MOVED to table consider and action on allowing the Fire Department and/or J. Rupert to apply for Staffing for the Adequate Fire and Emergency Response, Recruitment and Retention (Safer) Grant to the next BOS meeting. P. Sawyer said this motion is not debatable. MOTION CARRIED 5:0:0.
4. Discussion on Budgets:

R. Morra MOVED to reduce the FY2024 Personnel budget by \$30,000. R. DePietro SECONDED. MOTION CARRIED 4:1:0 with M. Eremita opposed.

R. Morra MOVED to reduce the FY2024 Building and Land Use Department budget by \$5,721. A. Teller SECONDED. MOTION CARRIED 5:0:0.

R. Morra MOVED to reduce the ask in the FY2024 Economic Development budget to \$2,500. A. Teller SECONDED. MOTION CARRIED 5:0:0.
5. Adjournment: A. Teller MOVED to adjourn the meeting at 8:36 p.m. R. DePietro SECONDED. MOTION CARRIED 5:0:0.

Respectfully submitted by Linda H. McDonald

Linda H. McDonald

5A

Name: Melissa Vaughan

Email: vaughantalk@gmail.com

A copy of this form will be sent to your email as listed above.

Phone number: 8606749629

Message: The Abigail Phelps Chapter of DAR in Simsbury would like to erect a plaque at the gravestone of Abigail Phelps Strong. Can you tell us which commission we should contact to get permission for this? I have asked Craig Czaja for help but he appears reluctant to get involved. We are on a timeline and appreciate your help in the matter.

Sincerely,
Melissa Vaughan
Historian at Abigail Phelps Chapter
CTDAR

Attachment:

Contact name:

Contact: null

5A

McCavanagh, Kathleen

From: Melissa Vaughan <vaughantalk@gmail.com>
Sent: Wednesday, March 22, 2023 3:09 PM
To: McCavanagh, Kathleen
Subject: Re: Email Popup Form Submission
Attachments: 2023 02 21 APPS Plaque V2.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

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

Dear Kathleen,

I have attached the wording for our proposed plaque. The sign will be approx 8x10" and supported by a metal rod. We were thinking it could go between David's and Abigail's stones just proud of the stones. That way the mower would not run into it. It will be embossed with no further frame around it.

I hope this gives you answers but reach out if the selectmen have more questions or concerns.

Thanks,
Melissa

On Fri, Mar 17, 2023, 9:46 AM McCavanagh, Kathleen <kmccavanagh@boltonct.org> wrote:

Hi Melissa,

I need to know the size of the plaque, what it's made of and how will you be placing it? Will it sit on top of the gravestone, be on some type of hanger (how high)?, that sort of thing and I will get the request put in front of the Board of Selectmen. If you have a picture of what it would look like that would be good as well.

Thanks,

Kathy

From: Melissa Vaughan <notifications@branchcms.com>
Sent: Wednesday, March 15, 2023 3:16 PM
To: Silver, Gary <gsilver@boltonct.org>; McCavanagh, Kathleen <kmccavanagh@boltonct.org>
Subject: Email Popup Form Submission

New form submission on March 15, 2023

In Memory of

Abigail Pettibone Phelps Strong

April 22, 1706-October 16 1787

This marker is dedicated to our namesake by

The Abigail Phelps Chapter
Simsbury CT.

Daughters of the American Revolution

McCavanagh, Kathleen

From: Miller, Brian <BrianMiller@massmutual.com>
Sent: Monday, March 13, 2023 9:37 AM
To: McCavanagh, Kathleen
Cc: 'kelly taylor'; 'Laurie Brooks'; nicoledrapeau@hotmail.com; 'corderok53@gmail.com'; alezon@comcast.net; bmiller0819@gmail.com; Patrick Greene; Armstrong, Linda; Trepanier, Cynthia; Miller, Brian
Subject: 46th Annual Bolton Road Race request for 3/10/2024

Hi Kathy

I like to officially request that the Town approve **3/10/2024 for the 46th Annual Bolton Road Race**. I understand the calendar for next year is not out yet but want to get us on the list for when it does become available. This will be the 46th Annual Bolton Road Race! We seem to have settled on the second Sunday of March, as it is easier to keep it consistent so people can anticipate it.

The Bolton Boosters would also like to rent Herrick Park (building and parking lot) for race day in order to use the parking there and avoid conflicts. Could you please let me know what the rate would be? Obviously, we want it for the day of the race, so the rental is contingent upon approval of the race date. We will not be using the building so do not need it to be opened up for us.

Please let me know when we can expect an answer back on our date.

Thank you for your help.

Regards

Brian

Cc'd – Cynthia Trepanier and Linda Armstrong because if approved we will want to reserve BHS. Others cc'd are the race committee members.

This e-mail transmission may contain information that is proprietary, privileged and/or confidential and is intended exclusively for the person(s) to whom it is addressed. Any use, copying, retention or disclosure by any person other than the intended recipient or the intended recipient's designees is strictly prohibited. If you are not the intended recipient or their designee, please notify the sender immediately by return e-mail and delete all copies

McCavanagh, Kathleen

From: Julie Endich <julie@ctcyclingadvancement.com>
Sent: Monday, March 27, 2023 1:37 PM
To: Rupert, Jim; McCavanagh, Kathleen
Subject: 1 Breakaway Benefit Road Permission Request for June 3, 2023
Attachments: Town of Bolton Road Permission Request BB (1).pdf

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

Hi Town Administrator Rupert,

I hope this email finds you well. My name is Julie Endich with the CT Cycling Advancement Program. I am reaching out with a formal request for road use for a charity cycling ride that we are planning for Saturday, June 3rd that starts and ends at A Villa Louisa in Bolton, CT. We hosted the ride along the same route in a similar format in 2018 and 2019. I have highlighted the map which outlines the part of the ride that passes through Bolton.

Can you please review, sign, and scan back to me at your earliest convenience? Once we have all of the LTA approvals, we will submit it to the DOT for the special use permit. If you have any questions, please feel free to reach out to me at (860) 295-4027. Thank you for your time and I look forward to hearing from you soon!

Best,
Julie Endich

--

Event Coordinator

Connecticut Cycling Advancement Program (CCAP)

<http://www.ctcyclingadvancement.org/>

(860) 295-4027



**CENTER of
EXCELLENCE**

5C

Connecticut Cycling Advancement Program
353 Main St
Middletown, CT 06457

I
March 27th, 2023

Town Administrator, Mr. James Rupert
Town of Bolton

Formal Request for Use of Local Roads

I am writing on behalf of the Connecticut Cycling Advancement Program, a local 501 (c)-3 non-profit organization whose mission is to better the lives of youth through the sport of cycling and ensure that kids in Connecticut have access to the sport of cycling. Our program provides a clear path for the youth to develop as far as their ambition, skills, and abilities can take them.

Since its inception in 2013, more than 50 Connecticut school districts and towns have created CCAP-registered cycling programs or are in the process of establishing cycling clubs and teams, which currently serve 547 kids. The CCAP is nationally recognized as the USA Cycling Club of the Year and a Center of Excellence. For the purpose of validation, I have also provided our EIN Number and a link to our website.

- EIN: 46-1774656
- Website: <https://www.ctcyclingadvancement.org/>

The Breakaway Benefit is the CCAP's flagship fundraising ride and allows us to provide youth with the many different opportunities we offer. These opportunities include school and regional cycling teams, school specific races, grants for school teams, and bikes for those interested in our programs.

Upon your approval, can you please provide written clearance for use of the roads outlined in the attached map and in accordance with the information provided in this proposal? Please don't hesitate to call or email me with any questions or concerns and thank you for your time.

Sincerely,



Brian Wolfe
Acting Executive Director
Connecticut Cycling Advancement Program
(860) 295-4028
brian@ctcyclingadvancement.com



Outlined Proposal including a Map of the Course

Ride information:

- Ride Date: Saturday, June 3rd, 2023
- Riders will start and end at A Villa Louisa in Bolton, CT
- Riders will pass through Bolton, CT from 9:00 am – 3:00pm
- Small groups of 3-5 riders riding in single file formation and separated incrementally.
- 2 Support Vehicles. All personnel will obey local and state traffic laws.
- No alcohol will be consumed before or during this ride.
- For even more information on the event, please visit our events website and click on “Breakaway Benefit”: <https://www.ctcyclingadvancement.org>

We are requesting permission for the use of the following list of roads, in accordance with the information provided above (please see the highlighted section of the attached map for an overview):

- **Villa Louisa Rd** from A Villa Louisa to the intersection of Birch Mountain Rd.
- **Birch Mountain Rd** from Villa Louisa Rd to Tinker Pond Rd
- **Tinker Pond Rd** from Birch Mountain Rd to French Rd
- **French Rd** from Lyman Rd to Deming Rd
- **Deming Rd** from French Rd to West St
- **West St** from Deming to Brian Dr.
- **Brian Dr.** from West St to Hebron Rd
- **Hebron Rd** from Brian Dr to Shoddy Mill Rd
- **Shoddy Mill Rd** from Hebron Rd to Andover Town line

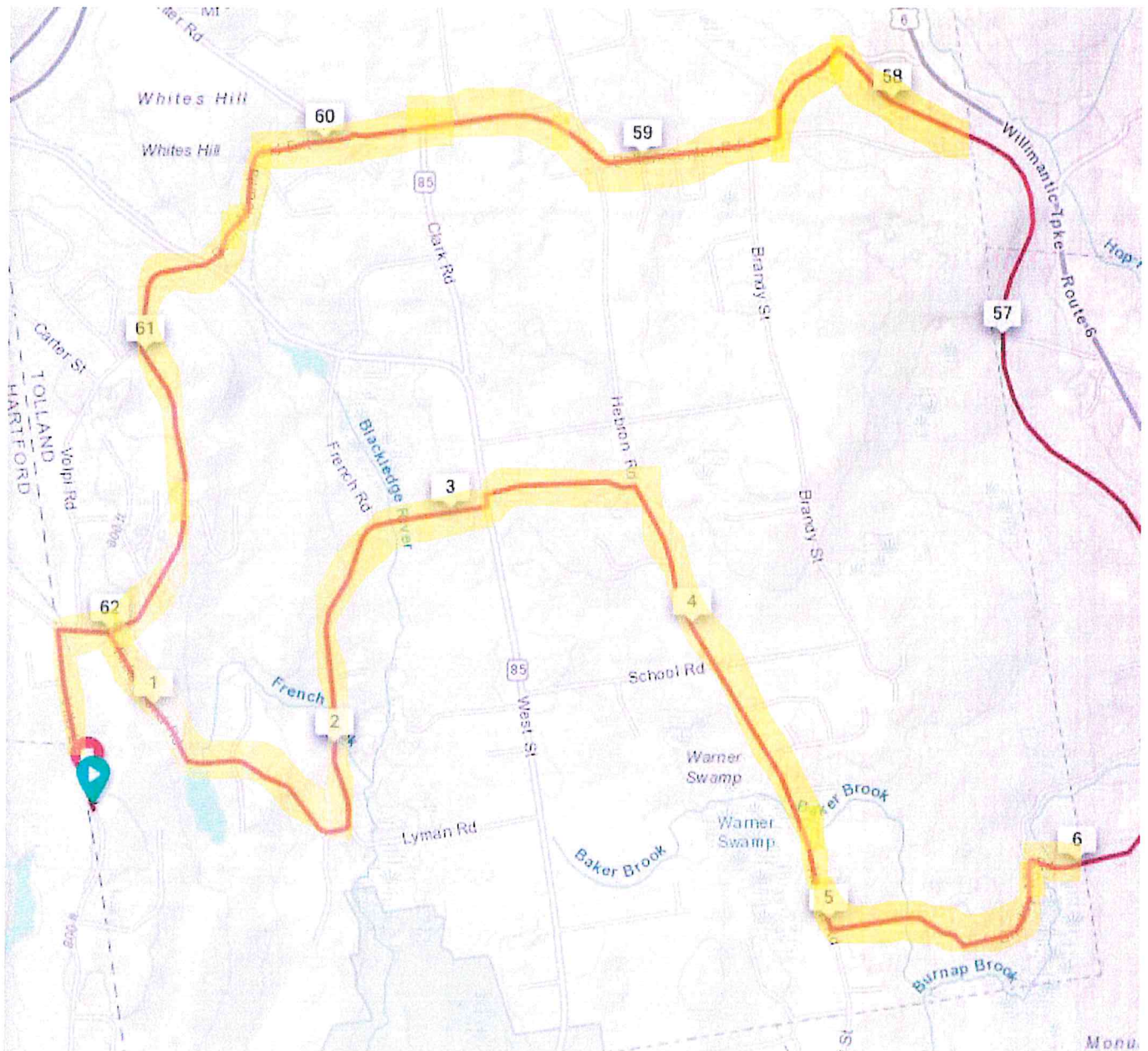
Ride re-enters from Andover on Hop River State Park Trail

- **Steeles Crossing Rd** from HR State Park Trail to Bolton Center Rd
- **Bolton Center Rd** from Steeles Crossing Rd to Birch Mountain Rd Extension
- **Birch Mountain Rd Extension** from Bolton Center Rd to Birch Mountain Rd
- **Birch Mountain Rd** from Birch Mountain Rd Extension to Villa Louisa Rd
- **Villa Louisa Rd** from Birch Mountain Rd to A Villa Louisa

Print Name _____

Local Traffic Authority Signature _____ Date _____

Map of Breakaway Benefit Route through Bolton, CT





ASSOCIATION
INSURANCE
MANAGEMENT INC

MEMBER CERTIFICATE OF INSURANCE

12/22/22

Thank you for purchasing your insurance from AIM. This is your Member Certificate and should be kept with your permanent records.

Insured #: CT194855

NAMED INSURED MEMBER:

Bolton Booster Club
Attn: Brian Miller or Current Officer
72 Brandy Street
Bolton, CT 06043

Named Insured & Mailing Address

Education Support Purchasing Group
c/o AIM
P.O. Box 674051
Dallas TX, 75267-4051

PRODUCER NAME

AIM Association Insurance
Management, Inc.
PO Box 674051
Dallas TX, 75267-4051

Bolton Road Race

Sample

Company / Coverage	Policy #	Effective Dates	Deductible	Limits of Insurance	
Concert Specialty Insurance Company / Commercial General Liability	GL2022AIM06722	9/3/22 - 9/3/23	\$ 0	Each Occurrence General Aggregate Products - COMP/OPS Personal & Advertising Injury Fire Damage (any one fire)	\$1,000,000 \$2,000,000 \$2,000,000 \$1,000,000 \$50,000
Concert Specialty Insurance Company / Extended Medical Payments	GL2022AIM06722	9/3/22 - 9/3/23	\$ 0	Medical payments-any one person	\$5,000

Bolton Public School is added as an additional insured for General Liability only.

Certificate Holder:

Bolton Public School
72 Brandy Street
Bolton, CT 06043

This member certificate, together with the common policy conditions, coverage part(s), coverage form(s), and endorsements, if any, complete the above numbered policy. Copies of the Master Policies are available upon request or may be printed at www.aim-companies.com

AUTHORIZED REPRESENTATIVE

5E



2023

It Starts with YOU!



BUILDING SAFETY IS...

PERSONAL

Week 1 (May 1-7)
Building Safety Starts at Home

Week 2 (May 8-14)
Building Safety Professionals and You

LOCAL

Week 3 (May 15-21)
Prepare Your Community

Week 4 (May 22-28)
Advocate for Your Community

GLOBAL

Week 5 (May 29-31)
Solving Challenges Together

Show your commitment to building safety and become a Building Safety Month sponsor. Visit [buildingsafetymonth.org/become-a-sponsor](https://www.buildingsafetymonth.org/become-a-sponsor) to learn more.

www.buildingsafetymonth.org

#BuildingSafety365



International Code Council family of solutions



Proclamation

Building Safety Month — May 2023

Whereas The Town of Bolton is committed to recognizing that our growth and strength depends on the safety and essential role our homes, buildings and infrastructure play, both in everyday life and when disasters strike, and;

Whereas our confidence in the resilience of these buildings that make up our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry—who work year-round to ensure the safe construction of buildings, and;

Whereas these guardians are dedicated members of the International Code Council, a nonprofit that brings together local, state, territorial, tribal and federal officials who are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work and play, and;

Whereas these modern building codes include safeguards to protect the public from hazards such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquakes, and;

Whereas Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' largely unknown protectors of public safety—our local code officials—who assure us of safe, sustainable and affordable buildings that are essential to our prosperity, and;

Whereas “It Starts with You,” The theme for Building Safety Month 2023, encourages us all to raise awareness about building safety on a personal, local and global scale, and;

Whereas each year, in observance of Building Safety Month, people all over the world are asked to consider the commitment to improve building safety, resilience and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.

NOW, THEREFORE, I, Pamela Z. Sawyer, First Selectman of the Town of Bolton, do hereby proclaim the month of May 2023 as Building Safety Month. Accordingly, I encourage our citizens to join us as we participate in Building Safety Month activities.

Signature

FY2023 March 31, 2023										
	Adopted Budget	Revised Budget	Expense YTD	Balance	Encumbrance	Unexpended	% Expensed	FY22	FY21	FY20
Administration	\$ 708,256.00	\$ 708,256.00	\$ 367,134.33	\$ 341,121.67	\$ 13,054.00	\$ 328,067.67	53.68%	52.45%	57.73%	61.12%
Board of Finance	\$ 2,200.00	\$ 2,200.00	\$ 857.50	\$ 1,342.50	\$ -	\$ 1,342.50	38.98%	27.93%	19.09%	39.68%
Financial Administration	\$ 237,546.00	\$ 237,546.00	\$ 169,982.72	\$ 67,563.28	\$ -	\$ 67,563.28	71.56%	71.07%	69.34%	67.54%
Auditing	\$ 29,000.00	\$ 29,000.00	\$ 23,000.00	\$ 6,000.00	\$ -	\$ 6,000.00	79.31%	73.58%	77.63%	92.45%
Assessor	\$ 131,112.00	\$ 131,112.00	\$ 96,948.51	\$ 34,163.49	\$ 575.00	\$ 33,588.49	74.38%	62.24%	69.43%	70.60%
Tax Collector	\$ 91,208.00	\$ 91,208.00	\$ 62,923.38	\$ 28,284.62	\$ -	\$ 28,284.62	68.99%	73.75%	69.34%	63.63%
Fringe Benefits	\$ 1,036,526.00	\$ 1,036,526.00	\$ 731,231.70	\$ 305,294.30	\$ -	\$ 305,294.30	70.55%	64.75%	63.79%	68.89%
Town Clerk	\$ 137,760.00	\$ 137,760.00	\$ 102,404.37	\$ 35,355.63	\$ 2,153.89	\$ 33,201.74	75.90%	76.43%	72.47%	73.82%
Land Use	\$ 342,653.00	\$ 342,653.00	\$ 196,130.18	\$ 146,522.82	\$ 47,731.00	\$ 98,791.82	71.17%	61.58%	75.27%	74.20%
Planning & Zoning	\$ 4,250.00	\$ 4,250.00	\$ 2,329.23	\$ 1,920.77	\$ -	\$ 1,920.77	54.81%	31.81%	12.57%	13.14%
Zoning Board of Appeals	\$ 1,640.00	\$ 1,640.00	\$ 514.24	\$ 1,125.76	\$ 225.00	\$ 900.76	45.08%	38.20%	10.67%	36.20%
Property Insurance	\$ 145,400.00	\$ 145,400.00	\$ 101,562.75	\$ 43,837.25	\$ -	\$ 43,837.25	69.85%	65.25%	60.81%	76.72%
Probate	\$ 6,258.00	\$ 6,258.00	\$ 5,940.00	\$ 318.00	\$ -	\$ 318.00	94.92%	95.18%	0.00%	100.00%
Inlands/Wetlands	\$ 2,235.00	\$ 2,235.00	\$ 604.35	\$ 1,630.65	\$ -	\$ 1,630.65	27.04%	30.09%	17.23%	34.08%
Elections	\$ 65,613.00	\$ 65,613.00	\$ 42,206.41	\$ 23,406.59	\$ 470.45	\$ 22,936.14	65.04%	54.95%	66.00%	28.46%
Police	\$ 331,050.00	\$ 331,050.00	\$ 1,281.72	\$ 329,768.28	\$ -	\$ 329,768.28	0.39%	2.10%	1.12%	1.21%
Fire Commission	\$ 241,385.00	\$ 241,385.00	\$ 109,903.86	\$ 131,481.14	\$ 71,836.88	\$ 59,644.26	75.29%	62.54%	68.78%	83.67%
Animal Control	\$ 3,100.00	\$ 3,100.00	\$ 3,000.00	\$ 100.00	\$ -	\$ 100.00	96.77%	0.00%	100.00%	85.71%
Fire Marshal	\$ 32,000.00	\$ 32,000.00	\$ 12,753.39	\$ 19,246.61	\$ 89.99	\$ 19,156.62	40.14%	43.28%	31.85%	14.70%
Emergency Management	\$ 14,693.00	\$ 14,693.00	\$ 8,834.85	\$ 5,858.15	\$ -	\$ 5,858.15	60.13%	59.80%	61.49%	
Highways and Streets	\$ 1,002,817.00	\$ 1,002,817.00	\$ 680,331.08	\$ 322,485.92	\$ 99,431.62	\$ 223,054.30	77.76%	80.61%	56.28%	72.35%
Public Building Commission	\$ 4,100.00	\$ 4,100.00	\$ 261.50	\$ 3,838.50	\$ -	\$ 3,838.50	6.38%	6.09%	0.00%	0.00%
Parks/Town Building Ops	\$ 803,646.00	\$ 803,646.00	\$ 508,557.86	\$ 295,088.14	\$ 22,524.55	\$ 272,563.59	66.08%	65.78%	62.23%	63.30%
Public Health Admin	\$ 28,878.00	\$ 28,878.00	\$ 21,296.74	\$ 7,581.26	\$ -	\$ 7,581.26	73.75%	91.15%	70.56%	62.80%
Seniors / Social Services	\$ 159,498.00	\$ 159,498.00	\$ 106,063.42	\$ 53,434.58	\$ 3,155.00	\$ 50,279.58	68.48%	64.90%	57.65%	74.30%
Library	\$ 295,408.00	\$ 295,408.00	\$ 216,618.74	\$ 78,789.26	\$ 4,675.80	\$ 74,113.46	74.91%	76.01%	68.84%	71.88%
Conservation	\$ 2,105.00	\$ 2,105.00	\$ 1,269.88	\$ 835.12	\$ -	\$ 835.12	60.33%	53.57%	61.23%	76.62%
Waste Collection	\$ 572,454.00	\$ 572,454.00	\$ 418,299.94	\$ 154,154.06	\$ 900.00	\$ 153,254.06	73.23%			
Totals	\$ 6,432,791.00	\$ 6,432,791.00	\$ 3,074,766.08	\$ 2,440,548.35	\$ 266,823.18	\$ 2,173,725.17	66.21%	52.45%	57.73%	61.12%

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

**TAX COLLECTOR
2.28.23**

	ADOPTED	COLLECTIONS YTD	REFUNDS	RETURNED PAYMENTS	TAX COLL. TRANSFERS	NET COLLECTION 2.28.23	PERCENTAGE COLLECTED FY 23 BUDGET
CURRENT YR. LEVY	\$ 15,953,417.00	\$ 16,218,886.98	\$ (46,742.23)	\$ (14,577.84)	\$ 1,771.72	\$ 16,159,338.63	101.29%
MOTOR VEHICLE	\$ 1,737,991.00	\$ 1,675,628.28	\$ (10,747.34)	\$ (4,919.41)	\$ (117.33)	\$ 1,659,844.20	95.50%
SUPP. MV LEVY	\$ 175,000.00	\$ 175,820.28	\$ (814.58)	\$ (161.84)	\$ 516.22	\$ 175,360.08	100.21%
SUB TOTAL	\$ 17,866,408.00	\$ 18,070,335.54	\$ (58,304.15)	\$ (19,659.09)	\$ 2,170.61	\$ 17,994,542.91	100.72%
PRIOR YEARS	\$ 70,000.00	\$ 96,827.20	\$ (3,150.96)	\$ -	\$ (2,703.25)	\$ 90,972.99	129.96%
INTEREST & FEES	\$ 55,000.00	\$ 62,421.81	\$ (17.39)	\$ (208.37)	\$ 532.64	\$ 62,728.69	114.05%
TOTAL	\$ 17,991,408.00	\$ 18,229,584.55	\$ (61,472.50)	\$ (19,867.46)	\$ -	\$ 18,148,244.59	100.87%

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%				
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%

7C

BUDGET TRANSFER REQUEST
TO
BOARD OF SELECTMEN

BUDGET: _____

Transfer \$ _____ from category _____ to category _____

(within budget) from _____ - _____ - 0000 - _____ to _____ - _____ - 0000 - _____

Transfer \$ 60,000 from Budget Administration to Budget Fund Balance

from category Prof. Tech Services to category Separation Fund

from 1005 041 4107 001 53300 to 1005 000 0000 00 32001

Other \$ _____

Explanation:

Signature

Title

Date

Board of Selectmen

Approved

Comments:

	Yes	No
Robert Morra	<input type="checkbox"/>	<input type="checkbox"/>
Mike Eremita	<input type="checkbox"/>	<input type="checkbox"/>
Robert DePietro	<input type="checkbox"/>	<input type="checkbox"/>
Adam Teller	<input type="checkbox"/>	<input type="checkbox"/>
Pam Sawyer	<input type="checkbox"/>	<input type="checkbox"/>

Date _____

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1357 04/06/2023

Fiscal Year: 2022-2023

Vendor Remit Name
Description

A.D.B. CONSTRUCTION & SEPTIC CORP

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:					
	1	231096	13628 2/10/2023	1005.043.4303.000000.54411.00000 Waste Water Removal - H. W.	\$620.00
				Check #: 13255	
				PO/InvoiceTotal:	\$620.00
Check Group:					
	1	231186	13629 3/6/2023	1005.043.4303.000000.54411.00000 Waste Water Removal - H. W.	\$620.00
				Check #: 13255	
				PO/InvoiceTotal:	\$620.00
Check Group:					
	1	231229	13630 3/20/2023	1005.043.4303.000000.54411.00000 Waste Water Removal - H. W.	\$620.00
				Check #: 13255	
				PO/InvoiceTotal:	\$620.00
				Vendor Total:	\$1,860.00
ACT GROUP					
Check Group:					
	1	231226	192044 2/21/2023	1005.043.4399.000000.54300.00000 Repair & Maint. Services - Town Build. Oper.	\$413.75
				Check #: 13256	
				PO/InvoiceTotal:	\$413.75
				Vendor Total:	\$413.75
ADKINS PRINTING AND STATIONERS					
Check Group:					
	1	0	7418 3/21/2023	1005.041.4115.000000.56120.00000 Office Operating Supplies - BOF	\$414.36
				Check #: 13257	



Town of Bolton

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name
Description

Voucher Batch Number: 1357

04/06/2023

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
ANTHEM BLUE CROSS					
Check Group:					
	1	0	1478851G 3/18/2023	1005.000.0000.000000.20770.00000 Insurance Clearing Liability	\$476.22
					PO/Invoice Total: \$414.36
					Vendor Total: \$414.36
Check #: 13258					
ANTHEM LIFE					
Check Group:					
	1	0	8734458 3/19/2023	1005.041.4141.000000.52100.00000 Life Insurance - Empl. Bene	\$176.76
					PO/Invoice Total: \$476.22
					Vendor Total: \$476.22
Check #: 13259					
APTUITIV, INC					
Check Group:					
	1	0	b-39764 3/13/2023	1005.041.4107.000000.53520.00000 Other Tech. Services - Admin.	\$333.00
					PO/Invoice Total: \$176.76
					Vendor Total: \$176.76
Check #: 13260					
ARAMARK					
Check Group:					
	1	231102	25365858 3/9/2023	1005.043.4399.000000.56930.00000 Uniforms - Town Building Oper.	\$1,498.68
	1	231102	25372698 3/11/2023	1005.043.4399.000000.56930.00000 Uniforms - Town Building Oper.	\$90.99
					PO/Invoice Total: \$333.00
					Vendor Total: \$333.00
Check #: 13261					

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name Description

Voucher Batch Number: 1357

04/06/2023

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
T40356					
Check Group: BIG Y FOOD, INC.					
	1	0	045-00030341139 6-IN	1005.042.4223.000000.56300.00000	\$109.25
Check Group: FOOD FOR EOC DUE TO SNOWSTORM					
			3/13/2023	Other Supplies - Emerg. Management	
Check #: 13262					
PO/Invoice Total:					\$1,589.67
Vendor Total:					\$1,589.67
COMCAST.					
Check Group: FD INTERNET #3962					
	1	0	#3962 3/12-4/11/23	1005.043.4399.000000.55300.00000	\$128.40
Check Group: HP INTERNET #5775					
	1	0	#5775 3/30-4/29/23	1005.043.4399.000000.55300.00000	\$115.35
Check Group: CONNECTICUT FIRE MARSHALS ASSOCIATION					
	1	0	DUES 5/1/23-4/30/24	1005.042.4219.000000.58100.00000	\$40.00
Check Group: ANNUAL DUES 5/1/23-4/30/24 - J RUPERT					
			5/1/2023	Dues & Fees - Fire Marshal	
Check #: 13264					
PO/Invoice Total:					\$243.75
Vendor Total:					\$243.75
CONNECTICUT NATURAL GAS CORP.					
Check Group: CONNECTICUT NATURAL GAS CORP.					
PO/Invoice Total:					\$40.00
Vendor Total:					\$40.00

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name
Description

Voucher Batch Number: 1357

04/06/2023

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
	1	0	HEAT 2/9-3/9/23 3/13/2023	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$852.14
	1	0	HEAT 2/9-3/9/23 3/13/2023	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$513.67
	1	0	HEAT 2/9-3/9/23 3/13/2023	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$990.29
	1	0	HEAT 2/9-3/9/23 3/13/2023	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$2,494.39
	1	0	HEAT 2/9-3/9/23 3/13/2023	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$993.62
	1	0	HEAT 2/9-3/9/23 3/13/2023	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$749.69
	1	0	HEAT 2/9-3/9/23 3/13/2023	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$479.04
	1	0	HEAT 2/9-3/9/23 3/13/2023	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$738.32
COTT SYSTEMS INC. Check Group: T1079					PO/Invoice Total: \$7,811.16
MONTHLY HOSTED SOLUTION - APRIL 2023					Vendor Total: \$7,811.16
	1	230162	152167 4/1/2023	1005.041.4147.000000.53520.00000 Other Contracts - Town Clerk	\$650.00
CT OCCUPATIONAL MEDICINE PARTNERS Check Group: B7215					PO/Invoice Total: \$650.00
EMPLOYEE DRUG TESTING					Vendor Total: \$650.00
	1	0	258540 3/14/2023	1005.041.4107.000000.53300.00000 Professional/Tech Services - Admin.	\$60.00

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1357 04/06/2023

Fiscal Year: 2022-2023

Vendor Remit Name
Description

Amount

Account

Invoice
Invoice Date

QTY

PO No.

Vendor #

Check #

PO/InvoiceTotal:
Vendor Total:

Check #: 13267												
CTX												
Check Group:												
BALANCE OWED FOR SPRING CONFERENCE - L.	1	0	A-000274to275	1005.041.4135.000000.53200.00000								\$60.00
BUSHNELL			3/4/2023	Prof. Educational Training - Tax Coll.								\$60.00
Check #: 13268												
PO/InvoiceTotal: \$100.00												
Vendor Total: \$100.00												

Check Group:												
10 EUCLID LN FINANCIAL ASSISTANCE - 150-GAL OIL	1	231230	127181	2860.000.0000.000000.25200.00000								\$670.88
DELIVERY & PRIMING OF OIL BURNER			3/15/2023	Other Liability - Resident Assist. Fund								\$670.88
Check #: 13269												
PO/InvoiceTotal: \$670.88												
Vendor Total: \$670.88												

Check Group:												
DIESEL - 148 GAL @ \$2.946949 PER GAL	1	0	1015881 TWN	1005.043.4303.000000.56260.00000								\$436.15
			3/16/2023	Diesel & Gasoline - H.W.								\$436.15
Check #: 13270												
PO/InvoiceTotal: \$436.15												
Vendor Total: \$436.15												

Check Group:												
HOME ALONE SAFETY COURSE REFUND -	1	0	COURSE REFUND	2970.045.4503.300109.48810.00000								\$50.00
REGISTRATION INTENDED FOR HEBRON PROGRAM			3/24/2023	Miscellaneous - Recreation Fees								\$50.00
Check #: 13271												
PO/InvoiceTotal: \$436.15												
Vendor Total: \$436.15												

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name
Description

Voucher Batch Number: 1357

04/06/2023

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
T35291					
Check Group:					
MASS NOTIFICATION BASE 5/14/23-5/13/24	1	0	M74869 3/12/2023	1005.041.4107.000000.53520.00000 Other Tech. Services - Admin.	\$2,649.68
Check #: 13272					
PO/InvoiceTotal:					\$50.00
Vendor Total:					\$50.00
EVERSOURCE.					
Check Group:					
Electricity - #2007 FIRE DEPT	1	0	#2007 2/17-3/20/23	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$612.65
Electricity - #2014 TOWN HALL	1	0	#2014 2/17-3/20/23	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$496.05
Electricity - #2020 98 NOTCH REAR	1	0	#2020 2/17-3/20/23	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$499.43
Electricity - #2031 LIONS	1	0	#2031 2/17-3/20/23	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$46.50
Electricity - #2041 INDIAN NOTCH PARK	1	0	#2041 2/17-3/20/23	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$44.14
Electricity - #2045 LIBRARY	1	0	#2045 2/17-3/20/23	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$350.21
Electricity - #2055 GAZEBO	1	0	#2055 2/17-3/20/23	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$44.00
Electricity - #2075 98 NOTCH SSS	1	0	#2075 2/17-3/20/23	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$44.00
PO/InvoiceTotal:					\$2,649.68
Vendor Total:					\$2,649.68

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name Description

Voucher Batch Number: 1357

04/06/2023

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
	1	0	#2086 2/17-3/20/23	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$66.83
	1	0	#2092 2/17-3/20/23	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$720.90
	1	0	#4029 2/17-3/20/23	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$20.71
	1	0	#4069 2/17-3/20/23	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$129.52
	1	0	#5034 2/13-3/14/23	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$12.90
	1	0	#6034 2/17-3/20/23	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$44.68
	1	0	#9098 2/17-3/20/23	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$197.16
<p>Check #: 13273 PO/InvoiceTotal: \$3,329.68</p> <p>Vendor Total: \$3,329.68</p>					
<p>EXCEPTIONAL YOUTH EDUCATIONAL</p> <p>Check Group: LEGO PROGRAM - 4 CLASSES</p>					
	1	231263	135 2/23/2023	2970.045.4503.300104.53400.00000 Other School Program - Other Professional Serv.	\$800.00
<p>Check #: 13274 PO/InvoiceTotal: \$800.00</p> <p>Vendor Total: \$800.00</p>					
<p>FUN EXPRESS, LLC</p> <p>Check Group: T40512</p>					

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name
Description

Voucher Batch Number: 1357

04/06/2023

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
3,000-PIECE BULK CANDY ASSORTMENT	1	0	723589040-01 3/21/2023	2970.045.4503.300109.56120.00000 Miscellaneous - General Supplies	\$139.99
Check #: 13275					
PO/Invoice Total:					\$139.99
BULK TOY-FILLED EASTER EGGS	1	231261	723473346-01 3/15/2023	2970.045.4503.300109.56120.00000 Miscellaneous - General Supplies	\$599.96
Check #: 13275					
PO/Invoice Total:					\$599.96
Vendor Total:					\$739.95
FUSION CROSS-MEDIA LLC					
Check Group:					
REC DEPT LETTERHEAD	1	0	63834 3/21/2023	2970.045.4503.300112.56120.00000 Office Operations - General Supplies	\$104.35
Check #: 13276					
PO/Invoice Total:					\$104.35
JAMES DWIRE					
Check Group:					
1,500 #9 REGULAR ENVELOPES - PRINTING 1 SIDE	1	231143	63678 2/21/2023	1005.041.4197.000000.56120.00000 Office Oper. Supplies - Elect.	\$179.30
2,500 #10 WINDOW ENVELOPES - PRINTING 1 SIDE	1	231143	63678 2/21/2023	1005.041.4197.000000.56120.00000 Office Oper. Supplies - Elect.	\$291.15
Check #: 13276					
PO/Invoice Total:					\$470.45
Vendor Total:					\$574.80
REFUND OF SS TAXES OVERPAID IN 2022	1	0	SS/MEDI REFUND 3/21/2023	1005.000.0000.000000.20810.00000 EE Liability Social Security Taxes	\$14.35

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name Description

Voucher Batch Number: 1357

04/06/2023

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
REFUND OF MEDI TAXES OVERPAID IN 2022					
	1	0	SS/MEDI REFUND 3/21/2023	1005.000.0000.000000.20815.000000	\$3.37
				EE Liability Medicare Taxes	
				Check #: 13277	
				PO/Invoice Total:	\$17.72
				Vendor Total:	\$17.72
LAFRAMBOISE WATER SERVICE INC B3773					
Check Group:					
	1	230951	54825	1005.043.4399.000000.54300.000000	\$409.02
			3/23/2023	Repair & Maint. Services - Town Build. Oper.	
				Check #: 13278	
				PO/Invoice Total:	\$409.02
Check Group:					
	1	231275	54972	1005.043.4399.000000.54300.000000	\$300.00
			3/24/2023	Repair & Maint. Services - Town Build. Oper.	
				Check #: 13278	
				PO/Invoice Total:	\$300.00
				Vendor Total:	\$709.02
LISA GONSOR T40537					
Check Group:					
	1	0	MILEAGE 3/29/23	1005.041.4141.000000.52910.000000	\$35.37
			3/30/2023	Mileage Stipend/Reimbursement	
				Check #: 13279	
				PO/Invoice Total:	\$35.37
				Vendor Total:	\$35.37
MORTON SALT, INC					
Check Group:					
	1	230720	5402781254	1005.043.4303.000000.56910.000000	\$9,083.58
			3/13/2023	Sand & Salt - H.W.	

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name Description

Voucher Batch Number: 1357

04/06/2023

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
<p>Check #: 13280</p> <p style="text-align: right;">PO/Invoice Total: \$9,083.58</p> <p style="text-align: right;">Vendor Total: \$9,083.58</p>					
<p>NAPA AUTO PARTS</p> <p>Check Group:</p>					
WIPER BLADE FOR 10-PASSENGER VAN	1	0	0693-304154	1005.044.4427.000000.56100.00000	\$8.29
			3/10/2023	General Suppliers - Sen. Serv.	
BATTERY & FILTERS	1	0	0693-305418	1005.043.4399.000000.56100.00000	\$78.00
			3/20/2023	Supplies - Town Building Oper.	
<p>Check #: 13281</p> <p style="text-align: right;">PO/Invoice Total: \$86.29</p>					
<p>Check Group:</p>					
LIGHTS FOR TRUCKS	1	231227	0693-304937	1005.043.4399.000000.56100.00000	\$239.80
			3/16/2023	Supplies - Town Building Oper.	
<p>Check #: 13281</p> <p style="text-align: right;">PO/Invoice Total: \$239.80</p> <p style="text-align: right;">Vendor Total: \$326.09</p>					
<p>NATHAN L. JACOBSON & ASSOC, INC.</p> <p>Check Group:</p>					
SELECTMAN'S OFFICE - NPDES PHASE II	1	0	96477	1005.041.4107.000000.53300.00000	\$1,545.85
			3/22/2023	Professional/Tech Services - Admin.	
SELECTMAN'S OFFICE - GENERAL CONSULTATION	1	0	96478	1005.041.4107.000000.53300.00000	\$1,090.35
			3/22/2023	Professional/Tech Services - Admin.	
0963-0025 LYMAN RD CULVERT - STUDY	1	0	96479	1005.041.4107.000000.53300.00000	\$490.18
			3/22/2023	Professional/Tech Services - Admin.	
0963-0039 COMMUNITY CONNECTIVITY GRANT - STUDY	1	0	96480	1005.041.4107.000000.53300.00000	\$665.24
			3/22/2023	Professional/Tech Services - Admin.	
0963-0047 NATHAN HALE GREENWAY PARKING AREA - STUDY	1	0	96481	1005.041.4107.000000.53300.00000	\$7,149.30
			3/22/2023	Professional/Tech Services - Admin.	

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name
Description

Voucher Batch Number: 1357

04/06/2023

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
PLANNING & ZONING COMMISSION - GENERAL CONSULTATION	1	0	96482	1005.041.4107.000000.53300.00000	\$233.00
0968-0028 OUR PLACE RESTAURANT/180 WEST ST - STUDY	1	0	3/22/2023 96483	Professional/Tech Services - Admin. 2988.041.4151.415143.25000.00000	\$315.11
			3/22/2023	180 West Street Check #: 13282	
NOVUS INSIGHT, INC					
Check Group:					
IT SERVICES - FEB 2023	1	0	14683	1005.041.4107.000000.53300.00000	\$4,462.50
			3/16/2023	Professional/Tech Services - Admin. Check #: 13283	
PATRICE L CARSON					
Check Group:					
CONSULTING SERVICES 3/13-3/19/23	29	231139	W/E 3/19/23	1005.041.4151.000000.53300.00000	\$2,030.00
			3/19/2023	Professional/ Tech Serv - Build. & Land Use	
CONSULTING SERVICES 3/6-3/12/23	26.5	231139	W/E 3/6/23	1005.041.4151.000000.53300.00000	\$1,855.00
			3/19/2023	Professional/ Tech Serv - Build. & Land Use Check #: 13284	
SARAH MAFFIOLINI					
Check Group:					
HOME ALONE SAFETY PROGRAM 3/27/23	1	231262	SAFETY COURSE 3/27	2970.045.4503.300109.53400.00000	\$275.00
			2/26/2023	Miscellaneous - Other Professional Services Check #: 13285	
NOVUS INSIGHT, INC					
Check Group:					
IT SERVICES - FEB 2023	1	0	14683	1005.041.4107.000000.53300.00000	\$4,462.50
			3/16/2023	Professional/Tech Services - Admin. Check #: 13283	
PATRICE L CARSON					
Check Group:					
CONSULTING SERVICES 3/13-3/19/23	29	231139	W/E 3/19/23	1005.041.4151.000000.53300.00000	\$2,030.00
			3/19/2023	Professional/ Tech Serv - Build. & Land Use	
CONSULTING SERVICES 3/6-3/12/23	26.5	231139	W/E 3/6/23	1005.041.4151.000000.53300.00000	\$1,855.00
			3/19/2023	Professional/ Tech Serv - Build. & Land Use Check #: 13284	
SARAH MAFFIOLINI					
Check Group:					
HOME ALONE SAFETY PROGRAM 3/27/23	1	231262	SAFETY COURSE 3/27	2970.045.4503.300109.53400.00000	\$275.00
			2/26/2023	Miscellaneous - Other Professional Services Check #: 13285	

PO/Invoice Total: \$11,489.03
Vendor Total: \$11,489.03

PO/Invoice Total: \$4,462.50
Vendor Total: \$4,462.50

PO/Invoice Total: \$3,885.00
Vendor Total: \$3,885.00

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name Description

Voucher Batch Number: 1357

04/06/2023

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
SECURITY TECHNOLOGIES Check Group: T19220 TOWN GARAGE SECURITY ALARM PANEL REPLACEMENT PO/Invoice Total: \$275.00 Vendor Total: \$275.00					
	1	230969	800599	1005.043.4399.000000.54300.000000	\$3,734.77
			3/20/2023	Repair & Maint. Services - Town Build. Oper. Check #: 13286	
TOWN OF MANSFIELD Check Group: B24381 ANNUAL ASSESSMENT OF MIDNEROC FACILITY OPERATIONAL COST FY 22/23 PO/Invoice Total: \$3,734.77 Vendor Total: \$3,734.77					
	1	0	2023-18-0000042	1005.084.8405.000000.55010.000000	\$4,498.71
			3/20/2023	Shared Services - Ref. Serv. Check #: 13287	
VERIZON WIRELESS Check Group: SENIORS TELEPHONE #1130 SENIORS TELEPHONE #5383 TOWN TELEPHONE #7775 B&G TOWN TELEPHONE #3386 J RUPERT TOWN TELEPHONE #1082 REC DEPT PO/Invoice Total: \$4,498.71 Vendor Total: \$4,498.71					
	1	0	9930464983	1005.044.4427.000000.55300.000000	\$18.33
			3/18/2023	Telephone - Sen. Serv.	
	1	0	9930464983	1005.044.4427.000000.55300.000000	\$18.33
			3/18/2023	Telephone - Sen. Serv.	
	1	0	9930464983	1005.043.4399.000000.55300.000000	\$26.77
			3/18/2023	Communications - Town Building Oper.	
	1	0	9930464983	1005.043.4399.000000.55300.000000	\$50.41
			3/18/2023	Communications - Town Building Oper.	
	1	0	9930464983	1005.043.4399.000000.55300.000000	\$40.01
			3/18/2023	Communications - Town Building Oper. Check #: 13288	

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name Description

Voucher Batch Number: 1357

04/06/2023

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
<p>VETERANS PETROLEUM SERVICES INC Check Group: T13906</p>					
	1	231252	166233	1005.043.4303.000000.54300.00000	\$153.85
			3/16/2023	Repairs & Maintenance Services - H.W. Check #: 13289	\$153.85
<p>PO/Invoice Total: \$153.85</p> <p>Vendor Total: \$153.85</p>					
<p>VILLAGE SPRING DISTRIBUTOR LLC Check Group: T1169</p>					
	1	0	161773 - TOWN HALL	1005.043.4399.000000.56100.00000	\$73.50
			3/21/2023	Supplies - Town Building Oper.	
	1	0	161775 - BLDG&GROUND	1005.043.4399.000000.56100.00000	\$24.85
			3/21/2023	Supplies - Town Building Oper.	
	1	0	161776 - TOWN GARAGE	1005.043.4303.000000.56010.00000	\$17.90
			3/21/2023	Supplies - H. W.	
	1	0	161778 - FINANCE	1005.043.4399.000000.56100.00000	\$17.90
			3/21/2023	Supplies - Town Building Oper.	
<p>PO/Invoice Total: \$134.15</p> <p>Vendor Total: \$134.15</p>					
<p>W.H. PREUSS & SONS, INC. Check Group: T24631</p>					
	1	0	152546	1005.043.4399.000000.56100.00000	\$114.20
			3/28/2023	Supplies - Town Building Oper.	
	1	0	152579	1005.043.4399.000000.56100.00000	\$12.57
			3/28/2023	Supplies - Town Building Oper.	

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2022-2023

Vendor Remit Name
Description

Voucher Batch Number: 1357

04/06/2023

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
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Check #: 13291

PO/Invoice Total: \$126.77

Vendor Total: \$126.77

Grand Total: \$62,716.09

End of Report

3/30/23

Highlights for April Meeting

From Town Administrator

- Working with Wilscot to finalize temporary building layout. Completed a site visit to look at placement and orientation
- Met with Highway Foreman and Facilities Director regarding utilities to temporary building and efforts toward greater accessibility at Notch Road.
- Opened and staffed the EOC for the March 14th storm. Fortunately the wind did not manifest itself.
- Working with Highway Foreman and staff as he transitions to retirement.
- Received notification of an award of \$5,000.00 for neglected cemeteries grant.
- Novus is continuing work on cybersecurity and we have renewed our Cyber Policy.
- The CDS grant applications have been received and we held a conference call with staff from Chris Murphy's office.
- We have started interviewing for Cemetery Maintainer.
- We have hired a van driver and still have openings for another driver, program coordinator and grounds keeper. We have interviews scheduled for the Program Coordinator.
- Presented the Selectmans budget to Board of Finance..
- Ongoing discussion with Attorney Barger regarding 65 Shoddy Mill Road.
- Diversity training dates have changed due to an unforeseen scheduling issue with the trainer.
- Promoted from within for Library Assistant I position and have interviews scheduled for a Library Page.
- Completed a proclamation for our retiring Highway Foreman.
- Staff completed training for pistol permit issuance.
- Posted several key upcoming meeting dates on Town Website.
- Created a budget presentation for the Senior Center Coffeehouse with Town Leaders and held that meeting.
- Worked on various requests for events and were unfortunately able to support a Bike Ride Bolton request for a ride with Fish Family Farm as a destination. We are unable to support the needs for an appropriate number of Troopers and this event would need DOT permission for use of the State Roads.
- We are communication with the Eagle Scout who would like to complete a little library project.
- Sent out renewal letters for B&G summer staff.
- Completed DOT ADA Assessment requirement for Town ROW.
- Completed Bond Council RFP which is currently under review by the Town Attorney.

Respectfully Submitted, James Rupert