

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

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

**1. Call to Order.**

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

**2. Public Comment.**

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

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

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

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

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

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

**6. Ongoing Business:**

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

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

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

**Added in Ongoing Business:**

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

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

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

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By: R. Morra

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

Vote:

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

No: None

Abstain: R. DePietro, A. Teller

Motion passed.

**7. New Business.**

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

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

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

By: R. Morra

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

Vote:

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

No: None

Abstain: None.

Motion passed.

**E. Veteran's Tax Exemption.**

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

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

A. Teller believes this exemption should be income based.

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

**A. Josh – 4 Town Brochures.**

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

**F. Grant Awards:**

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

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

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

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

By: R. Morra                                  2nd: A. Teller

Vote:

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

No: None

Abstain: None.

Motion passed.

**3. Approval of Minutes.**

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

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

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

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

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

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

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

By: R. Morra                                  2nd: A. Teller

Vote:

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

No: None

Abstain: None.

Motion passed.

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

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

By: R. Morra                                  2nd: M. Eremita

Vote:

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

No: None

Abstain: A. Teller.

Motion passed.

**4. Appointments and Resignations.**

**A. Resignation:**

**\*Yvonne Filip – Board Clerk.**

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

By: A. Teller

2nd: R. Morra

Vote:

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

No: None

Abstain: None

Motion passed.

**ADDED:**

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

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

By: R. Morra

2nd: A. Teller

Vote:

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

No: None

Abstain: None

Motion passed.

**B. Appointments:**

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

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

**\*Jane Proulx – Ethics Board.**

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

By: R. Morra

2nd: M. Eremita

Vote:

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

No: None

Abstain: None

Motion passed.

**5. Reports & Updates.**

**A. Properties and Facilities Report.**

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

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from the Buildings and Grounds Department.

**B. FY 22 Budget Report.**

Largely unchanged.

**C. Consider and Act on A/P Report and Budget Transfers.**

**Motion:** I move the Board of Selectmen approve the A/P report as presented. (Budget Transfers – NONE)

By: R. DePietro

2nd: M. Eremita

Vote:

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

No: None

Abstain: None

Motion passed.

**6. Ongoing Business:**

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

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

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

**Amount.**

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

By: A. Teller

2nd: M. Eremita

Vote:

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

No: None

Abstain: None.

Motion passed.

**7. New Business.**

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

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

Up to 1 hour: \$75.00

1:01- 2:00 hours: \$100.00

2:01 – 3:00 hours: \$125.00

Each additional hour after 3:01 will be an additional \$25.00 per hour

By: R. DePietro

2nd: A. Teller

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

No: None

Abstain: None.

Motion passed.

**C. Interval House Donation.**

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

**F. Grant Awards:**

• **Consider and Act on Library Grant**

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

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

By: A. Teller

2nd: M. Eremita

Vote:

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

No: None

Abstain: None.

Motion passed.

• **Bolton Heritage Farm Grant**

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

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

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

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

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

By: R. Morra

2nd: A. Teller

Vote:

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

No: None

Abstain: None.

Motion passed.

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

**A. COVID-19.**

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

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

**A. Monthly Report.**

No comment or discussion.

**B. Other.**

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

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

**10. Adjournment.**

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

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

Respectfully submitted,

Kathy McCavanagh

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

## Chart of impact on property tax revenue:

There are currently 361 homes in Bolton that receive the veteran property tax exemption.

I have rounded off the mil rate to 40 mils and the current total property tax revenue to \$18,000,000.00.

EXEMPTION	\$ COST	X 361 UNITS	= Total Cost	% OF TOTAL PROPERTY TAX REVENUE
\$4500.00 <sup>^</sup>	\$180		\$64,980	.36%
\$6,000.00	\$200		\$86,640	.48%
\$7,000.00	\$280		\$101,080	.56%
\$8,000.00	\$320		\$115,500	.64%
\$9,000.00	\$360		\$129,960	.70%
\$10,000.00	\$400		\$144,400	.80%

<sup>^</sup> Current Exemption

Completed by: Barry Stearns  
 Vice Chair of the Veteran's Commission



## Chart of impact on property tax revenue after State Reimbursement:

There are currently 361 homes in Bolton that receive the veteran property tax exemption.

I have rounded off the mil rate to 40 mils and the current total property tax revenue to \$18,000,000.00.

State Reimbursement is:  $\$1,500 \times 40 \text{ mils} = \$60.00 \text{ per unit} \times 361 \text{ units} = \$21,660$

EXEMPTION	\$ COST*	X 361 UNITS = Total Cost*	% OF TOTAL PROPERTY TAX REVENUE
\$4500.00^	\$ 120	\$43,320	.24%
\$6,000.00	\$ 140	\$50,540	.28%
\$7,000.00	\$220	\$79,420	.44%
\$8,000.00	\$260	\$93,860	.52%
\$9,000.00	\$300	\$108,300	.60%
\$10,000.00	\$340	\$122,740	.68%

^ Current Exemption

\*cost numbers are reduced due to state reimbursement.

Completed by: Barry Stearns  
Vice Chair of the Veteran's Commission