

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1253 02/01/2024

Fiscal Year: 2023-2024

Vendor Remit Name Description

ANTHEM BLUE CROSS

Check Group:

RETIREE MEDICAL - FEB 2024

1 0 1617072G 1005.000.0000.000000.20770.000000 \$502.93

Insurance Clearing Liability

Check #: 0

PO/Invoice Total: \$502.93

B.T. LINDSAY & CO., INC.

Check Group:

REPLACE WATERFEED, PRESSURE RELEASE VALVE & HI-HATS ON FIRE HOUSE BOILER

1 240920 12881 1005.043.4399.000000.54300.000000 \$2,889.15

Repair & Maint. Services - Town Build. Oper.

Check #: 0

PO/Invoice Total: \$2,889.15

BIG Y FOOD, INC.

Check Group:

REFRESHMENTS FOR EMERGENCY MGMT DRILL

1 0 045-00030366023 1005.042.4223.000000.56300.000000 \$22.96

Other Supplies - Emerg. Management

Check #: 0

PO/Invoice Total: \$22.96

BROWN & BROWN OF CT INC

Check Group:

MONTHLY CONSULTING SERVICES - FEB 2024

1 0 14675999 1005.041.4141.000000.52010.000000 \$770.00

Insurance Admin. Fees - Empl. Bene.

Check #: 0

PO/Invoice Total: \$770.00

CASELLA WASTE

T5210

Vendor Total: \$770.00

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1253 02/01/2024

Fiscal Year: 2023-2024

Vendor Remit Name Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:					
	1	0	3610256 12/31/2023	1005.084.8405.000000.54421.00000 Tipping Fees - Ref. Serv.	\$15,659.13
				Check #: 0	
				PO/InvoiceTotal:	\$15,659.13
				Vendor Total:	\$15,659.13
CBOA					
Check Group:					
	1	0	FY 23/24 MEETING FEE 1/16/2024	1005.041.4151.000000.53200.00000 Prof. Educational Training - Build. & Land Use	\$175.00
				Check #: 0	
				PO/InvoiceTotal:	\$175.00
				Vendor Total:	\$175.00
CBOA					
Check Group:					
	1	0	FY 23/24 MEMBER APP 1/16/2024	1005.041.4151.000000.58100.00000 Dues & Fees - Build. & Land Use	\$45.00
				Check #: 0	
				PO/InvoiceTotal:	\$45.00
				Vendor Total:	\$45.00
COMCAST.					
Check Group:					
	1	0	#3962 1/12-2/1/24 1/5/2024	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$128.40
				Check #: 0	
				PO/InvoiceTotal:	\$128.40
				Vendor Total:	\$128.40
CONNECTICUT NATURAL GAS CORP.					

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2023-2024

Vendor Remit Name

Description

Voucher Batch Number: 1253

02/01/2024

Check Group:

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
	1	0	HEAT 12/9/23-1/9/24	1005.043.4399.000000.56210.00000	\$774.84
Heating Fuel - TOWN HALL #1072			1/11/2024	Heating Fuel - Town Building Oper.	
	1	0	HEAT 12/9/23-1/9/24	1005.043.4399.000000.56210.00000	\$569.10
Heating Fuel - LIBRARY #7591			1/11/2024	Heating Fuel - Town Building Oper.	
	1	0	HEAT 12/9/23-1/9/24	1005.043.4399.000000.56210.00000	\$817.02
Heating Fuel - TOWN GARAGE #1461			1/11/2024	Heating Fuel - Town Building Oper.	
	1	0	HEAT 12/9/23-1/9/24	1005.043.4399.000000.56210.00000	\$1,777.22
Heating Fuel - NRMCM #1656			1/11/2024	Heating Fuel - Town Building Oper.	
	1	0	HEAT 12/9/23-1/9/24	1005.043.4399.000000.56210.00000	\$938.20
Heating Fuel - NRMCM SMALL TANK #1664			1/11/2024	Heating Fuel - Town Building Oper.	
	1	0	HEAT 12/9/23-1/9/24	1005.043.4399.000000.56210.00000	\$819.70
Heating Fuel - FIRE DEPT #9069			1/11/2024	Heating Fuel - Town Building Oper.	
	1	0	HEAT 12/9/23-1/9/24	1005.043.4399.000000.56210.00000	\$419.32
Heating Fuel - RST #1148			1/11/2024	Heating Fuel - Town Building Oper.	
	1	0	HEAT 12/9/23-1/9/24	1005.043.4399.000000.56210.00000	\$588.11
Heating Fuel - PARK BLDG #8180			1/11/2024	Heating Fuel - Town Building Oper.	

Check #: 0

PO/Invoice Total: \$6,703.51  
Vendor Total: \$6,703.51

CONNECTICUT OCCUPATIONAL MEDICINE PARTNE

Check Group:

MEMBER PHYSICAL	1	240232	262882	1005.042.4203.000000.53400.00000	\$66.00
			1/5/2024	Other Professional Services - Fire Comm.	

Check #: 0

PO/Invoice Total: \$66.00  
Vendor Total: \$66.00

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Vendor Remit Name Description

COTT SYSTEMS INC. T1079

Check Group:

MONTHLY HOSTED SOLUTION + PROPERTY CHECK - FEB 2024

\$740.00

1005.041.4147.000000.53520.00000

157450

1 240112

Other Contracts - Town Clerk

2/1/2024

Check #: 0

PO/InvoiceTotal: \$740.00

Vendor Total: \$740.00

CTX .

Check Group:

ANNUAL MEMBERSHIP DUES - L BUSHNELL

\$75.00

1005.041.4135.000000.58100.00000

CTx\_Dues\_29313

1 0

Dues & Fees - Tax Coll.

1/17/2024

Check #: 0

PO/InvoiceTotal: \$75.00

Vendor Total: \$75.00

ANNUAL MEMBERSHIP DUES - A JOHNSON

\$50.00

1005.041.4135.000000.58100.00000

CTx\_Dues\_3306e

1 0

Dues & Fees - Tax Coll.

1/17/2024

Check #: 0

PO/InvoiceTotal: \$125.00

Vendor Total: \$125.00

DELTA MEDICAL, INC.

T1790

Check Group:

OXYGEN & SERVICE

\$79.20

1005.042.4203.000000.56900.00000

65594

1 0

Medical Supplies - Fire Comm.

12/26/2023

Check #: 0

PO/InvoiceTotal: \$79.20

Vendor Total: \$79.20

DUPONT STORAGE SYSTEMS, INC

Check Group:

BACK WALL SHELVING

\$6,000.00

2822.041.4147.000000.57300.00000

17273

1 240963

Hist. Doc. Pres. Prog.-Equipment

1/16/2024

Check #: 0

PO/InvoiceTotal: \$6,000.00

Vendor Total: \$6,000.00



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Vendor #	QTY	PO No.	Invoice Date	Account	Amount
EAST COAST SIGN & SUPPLY INC					
Check Group:					
	1	0	207177	1005.043.4303.000000.57500.00000	\$196.00
STREET SIGNS & STREET NAME HOLDERS					
			1/19/2024	Road Repair - H.W.	
Check #: 0					
PO/InvoiceTotal:					\$196.00
Vendor Total:					\$196.00
EAST RIVER ENERGY					
Check Group:					
	1	0	1044477 TWN	1005.043.4303.000000.56260.00000	\$1,160.28
DIESEL - 396.80 GAL @ \$2.924092 PER GAL					
			1/13/2024	Diesel & Gasoline - H.W.	
Check #: 0					
PO/InvoiceTotal:					\$1,160.28
Vendor Total:					\$1,160.28
ELLIOT KRAVITT					
Check Group:					
	1	0	REFEREE	2970.045.4503.300103.53400.00000	\$55.00
BASKETBALL REFEREE 1/20/24 11:45AM					
			1/20/24 #1	Youth Basketball - Other Professional Serv.	
			1/22/2024		
	1	0	REFEREE	2970.045.4503.300103.53400.00000	\$55.00
BASKETBALL REFEREE 1/20/24 12:45PM					
			1/20/24 #2	Youth Basketball - Other Professional Serv.	
			1/22/2024		
Check #: 0					
PO/InvoiceTotal:					\$110.00
Vendor Total:					\$110.00
ENGLAND TRUE VALUE HARDWARE					
Check Group:					
	1	0	DEC 2023 - HWY DEPT	1005.043.4303.000000.56100.00000	\$93.50
MISC SUPPLIES/HARDWARE: FASTENERS, THERMOMETER, ANTIFREEZE, OIL ENAMEL & GRAIN SCOOP					
			12/31/2023	Repair & Maintenance Supplies - H.W.	

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Vendor #	QTY	PO No.	Invoice Date	Account	Amount
VARIOUS BUILDING SUPPLIES					
	1	0	DEC 2023 - PARK DEPT 12/31/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$651.46
Check #: 0					
PO/InvoiceTotal:					\$744.96
Vendor Total:					\$744.96
EVERSOURCE.					
Check Group:					
Electricity - TRAFFIC LIGHTS #2018	1	0	#2018 12/1/23-1/2/24	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$34.65
Electricity - STREET LIGHTS #2048	1	0	#2048 12/1/23-1/2/24	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$1,444.15
Electricity - HERRICK PARK #4071	1	0	#4071 10/20-11/20/23	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$395.32
Electricity - HERRICK PARK #4071	1	0	#4071 11/20-12/20/23	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$30.00
Electricity - HIGH RIDGE FARM #5034	1	0	#5034 12/13-1/16/24	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$13.67
Check #: 0					
PO/InvoiceTotal:					\$1,917.79
Vendor Total:					\$1,917.79
FLUID DYNAMICS LLC					
Check Group:					
HYDRAULIC FITTINGS	1	0	970697-001 12/11/2023	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	\$52.40
Check #: 0					
PO/InvoiceTotal:					\$52.40
Vendor Total:					\$52.40

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Vendor Remit Name  
Description

FREIGHTLINER OF HARTFORD, INC.

Vendor # T1995

Check Group:

Vendor Description	QTY	PO No.	Invoice Date	Account	Amount
RETURN - HOSE PURCHASED ON 12/12/23 INV #997633	1	240982	33766	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	(\$20.09)
RETURN - SPRING BRAKES PURCHASED 12/12/23 INV #997633	1	240982	33823	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	(\$210.22)
FRONT BRAKE PARTS - OLD TRUCK #5	1	240982	997633	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	\$445.81
FRONT BRAKE PARTS - OLD TRUCK #5	1	240982	997871	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	\$132.24

Check #: 0

PO/Invoice Total: \$347.74  
Vendor Total: \$347.74

FRONTIER.

Check Group:

NRMC TELEPHONE #1243	1	0	#1243 12/17-1/16/24	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$500.04
RETRO PYMT FOR CONTRACT INCREASE 10/23-12/16/23	1	0	#1243 12/17-1/16/24	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$272.16
HP TELEPHONE #6926	1	0	#6926 1/7-2/6/24 1/7/2024	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$245.86

Check #: 0

PO/Invoice Total: \$1,018.06  
Vendor Total: \$1,018.06

GRAINGER

Check Group:

WIRE LOOM FOR COMMUNICATION CABLES TO MODULAR OFFICES	1	0	9959348898	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$120.43
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Vendor #	QTY	PO No.	Invoice Date	Account	Amount
Check #: 0					
T1074					PO/Invoice Total: \$120.43
					Vendor Total: \$120.43
HAIN MATERIALS					
Check Group:					
CLASS 2 ASPHALT - PAVING TOOMEY LN PIPE	1	240960	12808	1005.043.4303.000000.57500.000000	\$352.00
CROSSING			12/11/2023	Road Repair - H.W.	
Check #: 0					
HARTFORD COURANT					
Check Group:					
IWC LEGAL NOTICE PUBLICATIONS - 12/26/23 & 12/28/23	1	0	85490699000	1005.041.4163.000000.55400.000000	\$60.77
			12/31/2023	Advertising - Inland/Wetland	
PZC LEGAL NOTICE PUBLICATION - 12/20/23	1	0	85491128000	1005.041.4153.000000.55400.000000	\$36.46
			12/31/2023	Advertising - P & Z	
Check #: 0					
Hillyard - New England					
Check Group:					
SUPER SHINE-ALL CLEANER HIL0014006	2	240952	605367323	1005.043.4399.000000.56100.000000	\$260.24
			1/22/2024	Supplies - Town Building Oper.	
MOP FINISH PREMIUM WB LARGE BLUE WHITE	10	240952	605367323	1005.043.4399.000000.56100.000000	\$197.10
			1/22/2024	Supplies - Town Building Oper.	
Check #: 0					
Hooker & Holcombe, Inc.					
Check Group:					
					PO/Invoice Total: \$457.34
					Vendor Total: \$457.34

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Vendor #	QTY	PO No.	Invoice Date	Account	Amount
<b>Check Group:</b>					
OPEB VALUATION & OPEB GASB 75 FINANCIAL REPORTING	1	0	HOH011394 TWN 1/11/2024	1005.041.4117.000000.53300.00000 Professional/Tech Services - Finan.	\$1,025.00
				Check #: 0	
				PO/InvoiceTotal:	\$1,025.00
				Vendor Total:	\$1,025.00
<b>J &amp; S RADIO SALES INC.</b>					
T-1794					
<b>Check Group:</b>					
RADIO ANTENNA REPAIR - TRUCK 2	1	240979	34169 1/8/2024	1005.043.4303.000000.54300.00000 Repairs & Maintenance Services - H.W.	\$336.90
				Check #: 0	
				PO/InvoiceTotal:	\$336.90
				Vendor Total:	\$336.90
<b>JAMES E THORN</b>					
<b>Check Group:</b>					
BASKETBALL REFEREE 1/13/24 12:45PM	1	0	REFEREE 1/13/24 #1 1/17/2024	2970.045.4503.300103.53400.00000 Youth Basketball - Other Professional Serv.	\$45.00
BASKETBALL REFEREE 1/13/24 1:45PM	1	0	REFEREE 1/13/24 #2 1/17/2024	2970.045.4503.300103.53400.00000 Youth Basketball - Other Professional Serv.	\$45.00
BASKETBALL REFEREE 1/13/24 2:45PM	1	0	REFEREE 1/13/24 #3 1/17/2024	2970.045.4503.300103.53400.00000 Youth Basketball - Other Professional Serv.	\$55.00
				Check #: 0	
				PO/InvoiceTotal:	\$145.00
				Vendor Total:	\$145.00
<b>JOHYNA RILEY</b>					
<b>Check Group:</b>					
BASKETBALL REFEREE 1/20/24 1:45PM	1	0	REFEREE 1/20/24 #1 1/22/2024	2970.045.4503.300103.53400.00000 Youth Basketball - Other Professional Serv.	\$45.00

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Vendor #	QTY	PO No.	Invoice Date	Account	Amount
				2970.045.4503.300103.53400.00000	\$45.00
BASKETBALL REFEREE 1/20/24 2:45PM	1	0	REFEREE 1/20/24 #2	Youth Basketball - Other Professional Serv.	
			1/22/2024		\$45.00
BASKETBALL REFEREE 1/20/24 3:45PM	1	0	REFEREE 1/20/24 #3	Youth Basketball - Other Professional Serv.	
			1/22/2024		\$55.00
BASKETBALL REFEREE 1/20/24 4:45PM	1	0	REFEREE 1/20/24 #4	Youth Basketball - Other Professional Serv.	
			1/22/2024		\$190.00
Check #: 0					PO/Invoice Total:
					Vendor Total:
					\$190.00
JONMIKAL RILEY					
Check Group:					
BASKETBALL REFEREE 1/20/24 3:45PM	1	0	REFEREE 1/20/24 #1	Youth Basketball - Other Professional Serv.	
			1/22/2024		\$45.00
BASKETBALL REFEREE 1/20/24 4:45PM	1	0	REFEREE 1/20/24 #2	Youth Basketball - Other Professional Serv.	
			1/22/2024		\$55.00
Check #: 0					PO/Invoice Total:
					Vendor Total:
					\$100.00
JOSEPH CAMPOSEO					
Check Group:					
BASKETBALL REFEREE 1/13/24 11:45AM	1	0	REFEREE 1/13/24	Youth Basketball - Other Professional Serv.	
			1/17/2024		\$45.00
BASKETBALL REFEREE 1/20/24 10:45AM	1	0	REFEREE 1/20/24	Youth Basketball - Other Professional Serv.	
			1/22/2024		\$55.00
Check #: 0					PO/Invoice Total:
					Vendor Total:
					\$100.00

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Vendor #	QTY	PO No.	Invoice Date	Account	Amount
JOSEPH MARSALA T13809					
Check Group:					
BASKETBALL REFEREE 1/13/24 10:45AM	1	0	REFEREE 1/13/24	2970.045.4503.300103.53400.00000	\$55.00
Youth Basketball - Other Professional Serv.					
Check #: 0					
PO/InvoiceTotal:					\$55.00
Vendor Total:					\$55.00
JOSEPH TYLER PEZZINO					
Check Group:					
BASKETBALL REFEREE 1/19/24 7PM	1	0	REFEREE 1/19/24	2970.045.4503.300103.53400.00000	\$55.00
Youth Basketball - Other Professional Serv.					
BASKETBALL REFEREE 1/20/24 1:45PM	1	0	REFEREE 1/20/24 #1	2970.045.4503.300103.53400.00000	\$45.00
Youth Basketball - Other Professional Serv.					
BASKETBALL REFEREE 1/20/24 2:45PM	1	0	REFEREE 1/20/24 #2	2970.045.4503.300103.53400.00000	\$45.00
Youth Basketball - Other Professional Serv.					
Check #: 0					
PO/InvoiceTotal:					\$145.00
Vendor Total:					\$145.00
Laframboise Water Service Inc B3773					
Check Group:					
WELL OPERATOR CONTRACT FEB 2024 - NOTCH RD WELL SYSTEM	1	240918	59015	1005.043.4399.000000.54300.00000	\$441.74
Repair & Maint. Services - Town Build. Oper.					
Check #: 0					
PO/InvoiceTotal:					\$441.74
Vendor Total:					\$441.74
LANDIE CONSTRUCTION INC					
Check Group:					

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Vendor #	QTY	PO No.	Invoice Date	Account	Amount
CONNECT SEWER & WATER LINES FOR MODULAR BUILDING AS PER QUOTE	1	240865	5619	2960.049.4901.000000.25744.00000	\$19,082.00
Other Liabilities-Modular Offices					
Check #: 0					
PO/Invoice Total:					\$19,082.00
Vendor Total:					\$19,082.00
LOWES BUSINESS ACCOUNT					
Check Group: T1158					
RETURN: MASONITE PREHUNG DOOR PURCHASED ON INV #98459	1	0	70383	1005.043.4399.000000.56100.00000	(\$143.45)
Supplies - Town Building Oper.					
CAT 6 RISER BLUE DATA CABLE & 35-QT WAVEBREAK MOI/BUCKET	1	0	70400	1005.043.4399.000000.56100.00000	\$164.74
Supplies - Town Building Oper.					
MATERIALS FOR WIRING MODULAR BUILDING	1	0	86099	1005.043.4399.000000.56100.00000	\$97.24
Supplies - Town Building Oper.					
PHONE JACKS	1	0	88768	1005.043.4399.000000.56100.00000	\$3.78
Supplies - Town Building Oper.					
PHONE JACKS	1	0	88944	1005.043.4399.000000.56100.00000	\$12.39
Supplies - Town Building Oper.					
DOOR & BATHROOM ACCESSORIES	1	0	98459	1005.043.4399.000000.56100.00000	\$172.47
Supplies - Town Building Oper.					
Check #: 0					
PO/Invoice Total:					\$307.17
COMPUTER CABLE FOR MODULAR BUILDING	1	240869	81087	1005.043.4399.000000.56100.00000	\$274.01
Supplies - Town Building Oper.					
Check #: 0					
PO/Invoice Total:					\$274.01
Vendor Total:					\$581.18
MACC					
Check Group: T1741					



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Vendor #	QTY	PO No.	Invoice Date	Account	Amount
FY 23/24 SHARED SERVICES CONTRIBUTION - 3rd QTR	1	240114	QTR 3 PYMT FY 23/24 1/18/2024	1005.044.4427.000000.55010.00000 Shared Services/MACC - Sen. Serv. Check #: 0	\$2,000.00 PO/InvoiceTotal: \$2,000.00 Vendor Total: \$2,000.00
MCNEIL & COMPANY, INC Check Group:					
INLAND MARINE POLICY PYMT - ADD 2023 PIERCE PUMPER #5816	1	0	3087210 11/28/2023	1005.041.4157.000000.55200.00000 Property & Liability Insurance	\$1,267.50
COMMERCIAL POLICY PYMT - ADD 2023 PIERCE PUMPER #5816	1	0	3090210 11/28/2023	1005.041.4157.000000.55200.00000 Property & Liability Insurance Check #: 0	\$413.14 PO/InvoiceTotal: \$1,680.64 Vendor Total: \$1,680.64
MIDWEST TAPE Check Group:					
5 DVDs	1	240192	504486923 10/13/2023	1005.045.4501.000000.56400.00000 Library Materials - Libr. Check #: 0	\$119.20 PO/InvoiceTotal: \$119.20 Vendor Total: \$119.20
MONACO & SONS MOTOR SALES, INC. Check Group:					
MATERIALS TO ADD 2nd BATTERY TO 2019 F-350 PICKUP TRUCK	1	240944	988894 1/11/2024	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper. Check #: 0	\$708.10 PO/InvoiceTotal: \$708.10 Vendor Total: \$708.10

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Voucher Batch Number: 1253

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NAPA AUTO PARTS

Check Group:

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
RETURN - TIE ROD END PURCHASED ON 10/16/23 INV #0693-385184	1	0	0693-335461 10/17/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	(\$134.28)
2 CORE DEPOSIT REFUNDS - BATTERIES PURCHASED 10/13/23 INV #0693-334912	1	0	0693-335793 10/19/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	(\$165.00)
1 CORE DEPOSIT REFUND - BATTERY PURCHASED 9/15/23 INV #0693-331214	1	0	0693-335793 10/19/2023	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	(\$5.00)
6 CORE DEPOSIT REFUNDS - BATTERIES PURCHASED 12/18/23 INV #0693-343297	1	0	0693-343689 12/21/2023	1005.042.4203.000000.56100.00000 Repairs & Maint. Supplies - Fire Comm.	(\$162.00)
FILTERS	1	0	0693-346195 1/12/2024	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$24.58

Check #: 0

PO/Invoice Total: (\$441.70)

Check Group:

FILTERS, OIL, SPARK PLUGS AND OTHER MAINTENANCE SUPPLIES FOR EQUIPMENT & TRUCKS

1	240945	0693-346183	1005.043.4399.000000.56100.00000	\$415.15
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Check #: 0

PO/Invoice Total: \$415.15

Check Group:

FILTERS

1	240977	0693-337487	1005.043.4303.000000.56100.00000	\$8.92
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FILTERS & OIL

1	240977	0693-341510	1005.043.4303.000000.56100.00000	\$256.78
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OIL

1	240977	0693-341511	1005.043.4303.000000.56100.00000	\$44.94
---	--------	-------------	----------------------------------	---------

# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1253      02/01/2024

Fiscal Year: 2023-2024

Vendor Remit Name  
Description

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
	1	240977	0693-342748 12/13/2023	1005.043.4303.000000.56100.000000 Repair & Maintenance Supplies - H.W.	\$45.11

Check #: 0

PO/Invoice Total: \$355.75  
Vendor Total: \$329.20

NATHAN L. JACOBSON & ASSOC, INC.

12272

Check Group:

SELECTMAN'S OFFICE: GENERAL CONSULTATION	1	0	98106 1/15/2024	1005.041.4107.000000.53300.000000 Professional/Tech Services - Admin.	\$1,749.37
SELECTMAN'S OFFICE: TOWN HALL EXPANSION	1	0	98107 1/15/2024	1005.041.4107.000000.53300.000000 Professional/Tech Services - Admin.	\$426.05
SELECTMAN'S OFFICE: HERRICK PARK SOCCER FIELD	1	0	98108 1/15/2024	1005.041.4107.000000.53300.000000 Professional/Tech Services - Admin.	\$493.50
SELECTMAN'S OFFICE: NPDES PHASE II	1	0	98109 1/15/2024	1005.041.4107.000000.53300.000000 Professional/Tech Services - Admin.	\$215.70
0963-0039 COMMUNITY CONNECTIVITY GRANT: STUDY	1	0	98110 1/15/2024	1005.041.4107.000000.53300.000000 Professional/Tech Services - Admin.	\$770.28
0963-0053 TOWN CENTER SSDS: PRELIMINARY DESIGN	1	0	98111 1/15/2024	1005.041.4107.000000.53300.000000 Professional/Tech Services - Admin.	\$210.08
1065-0003 LAUREL WOOD LN SUBDIVISION: REVIEW & INSPECTION	1	0	98127 1/15/2024	2988.041.4151.415145.25000.000000 Laurel Wood Lane	\$210.08
1257-0001 BOLTON LOTCIP SIDEWALK: PRELIM DESIGN & DESIGN DEVELOPMENT	1	0	98149 1/15/2024	1005.041.4107.000000.53300.000000 Professional/Tech Services - Admin.	\$6,474.41

Check #: 0

PO/Invoice Total: \$10,549.47  
Vendor Total: \$10,549.47

NORTH CENTRAL CONSERVATION DISTRICT

Check Group:

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2023-2024

Vendor Remit Name Description

Voucher Batch Number: 1253

02/01/2024

WETLANDS AGENT SERVICES - JAN 2024

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
1	240107	2538	1005.041.4151.000000.53300.00000	Professional/ Tech Serv - Build. & Land Use	\$1,257.00

Check #: 0

PO/InvoiceTotal: \$1,257.00  
Vendor Total: \$1,257.00

Novus Insight, Inc

Check Group:

SUPPORT, CLOUD SVCS & SECURITY SVCS - JAN 2024

1	0	17347	1005.041.4107.000000.53520.00000	Other Tech. Services - Admin.	\$3,829.00
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DECEMBER 2023 PROJECTS

1	0	17501	1005.041.4107.000000.53300.00000	Professional/Tech Services - Admin.	\$700.00
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MICROSOFT 365 BUSINESS PREMIUM LICENSE ORDER #442

1	0	17537	1005.041.4107.000000.53520.00000	Other Tech. Services - Admin.	\$132.00
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MICROSOFT LICENSES & MIGRATION BUNDLE

1	0	17551	1005.041.4107.000000.53520.00000	Other Tech. Services - Admin.	\$141.32
---	---	-------	----------------------------------	-------------------------------	----------

Check #: 0

PO/InvoiceTotal: \$4,802.32  
Vendor Total: \$4,802.32

PATRICE L CARSON

Check Group:

HOURLY CONSULTING SERVICES 1/8-1/14/24

29.5	0	W/E 1/14/24	1005.041.4151.000000.53300.00000	Professional/ Tech Serv - Build. & Land Use	\$2,065.00
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HOURLY CONSULTING SERVICES 1/15-1/21/24

23	0	W/E 1/21/24	1005.041.4151.000000.53300.00000	Professional/ Tech Serv - Build. & Land Use	\$1,610.00
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Check #: 0

PO/InvoiceTotal: \$3,675.00  
Vendor Total: \$3,675.00

PETE'S TIRE BARN, INC.

Check Group:

B35118

# Town of Bolton

## Voucher Detail Listing

Fiscal Year: 2023-2024

Vendor Remit Name  
Description

Voucher Batch Number: 1253

02/01/2024

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
	1	240981	185404	1005.043.4303.000000.54300.00000	\$215.70
			11/9/2023	Repairs & Maintenance Services - H.W.	
	1	240981	185405	1005.043.4303.000000.54300.00000	\$315.81
			11/9/2023	Repairs & Maintenance Services - H.W.	
Check #: 0					
PO/InvoiceTotal:					\$531.51
Vendor Total:					\$531.51
PHILIP JOHNSON					
Check Group:					
	1	0	REFEREE 1/13/24	2970.045.4503.300103.53400.00000	\$45.00
			1/17/2024	Youth Basketball - Other Professional Serv.	
Check #: 0					
PO/InvoiceTotal:					\$45.00
Vendor Total:					\$45.00
SMITH BROTHERS INSURANCE					
Check Group:					
	1	0	RENEWAL EFF 11/1/23	1005.041.4157.000000.55200.00000	\$700.00
			9/12/2023	Property & Liability Insurance	
Check #: 0					
PO/InvoiceTotal:					\$700.00
Vendor Total:					\$700.00
Smith's Auto Sales					
Check Group:					
	1	240978	769	1005.043.4303.000000.56100.00000	\$276.00
			1/9/2024	Repair & Maintenance Supplies - H.W.	
Check #: 0					
PO/InvoiceTotal:					\$276.00
Vendor Total:					\$276.00
Check Group:					

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1253

02/01/2024

Fiscal Year: 2023-2024

Vendor Remit Name  
Description

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
SNOWFLOW MODULE - TRUCK #38					
	1	240980	747	1005.043.4303.000000.56100.00000	\$320.05
			12/21/2023	Repair & Maintenance Supplies - H.W.	
				Check #: 0	
				PO/InvoiceTotal:	\$320.05
1.5 YARD SANDER - TRUCK 38					
	1	240988	791	1005.043.4303.000000.57300.00000	\$5,976.00
			1/18/2024	Equipment - H.W.	
				Check #: 0	
				PO/InvoiceTotal:	\$5,976.00
				Vendor Total:	\$6,572.05
STRYKER SALES, LLC.					
				PO/InvoiceTotal:	\$5,976.00
				Vendor Total:	\$6,572.05
BATTERIES FOR DEFIBRILLATOR UNITS					
	3	240935	9205392958	1005.043.4399.000000.56100.00000	\$979.25
			1/11/2024	Supplies - Town Building Oper.	
				Check #: 0	
				PO/InvoiceTotal:	\$979.25
				Vendor Total:	\$979.25
SUBURBAN PROPANE					
				PO/InvoiceTotal:	\$979.25
				Vendor Total:	\$979.25
FINANCIAL ASSISTANCE: 150-GAL PROPANE DELIVERY TO 510 HOP RIVER RD					
	1	240943	7335-660387	2860.000.0000.000000.25200.00000	\$599.85
			1/12/2024	Other Liability - Resident Assist. Fund	
				Check #: 0	
				PO/InvoiceTotal:	\$599.85
				Vendor Total:	\$599.85
SUPERIOR PRODUCTS DISTRIBUTORS INC					
				PO/InvoiceTotal:	\$599.85
				Vendor Total:	\$599.85
FLOW STAKES					
	1	0	S3303732.001	1005.043.4303.000000.56100.00000	\$184.50
			12/21/2023	Repair & Maintenance Supplies - H.W.	
				Check #: 0	

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1253 02/01/2024

Fiscal Year: 2023-2024

Vendor Remit Name Description

Vendor # QTY PO No. Invoice Date Account Amount

PO/InvoiceTotal: \$184.50  
Vendor Total: \$184.50

TOWN OF WINDHAM FINANCE DEPT.

Check Group:

TOWN'S SHARE OF MID-NEROC EXPENSES  
10/1-12/31/23

1 0 MIDNEROC OCT-DEC23 1005.084.8405.000000.55010.00000  
1/4/2024 Shared Services - Ref. Serv.

\$385.98

Check #: 0

PO/InvoiceTotal: \$385.98  
Vendor Total: \$385.98

TRUGREEN PROCESSING CENTER

Check Group:

BROWN BAG ICE MELT

1 240953 186994880 1005.043.4399.000000.56100.00000  
1/17/2024 Supplies - Town Building Oper.

\$1,004.00

Check #: 0

PO/InvoiceTotal: \$1,004.00  
Vendor Total: \$1,004.00

Verizon Wireless

Check Group:

FIRE DEPT CELL PHONE 17-2/6/24

1 0 9953510877 1005.042.4203.000000.55300.00000  
1/7/2024 Communications - Fire Comm.

\$124.12

Check #: 0

PO/InvoiceTotal: \$124.12  
Vendor Total: \$124.12

VILLAGE SPRING DISTRIBUTOR LLC

T1169

Check Group:

WATER

1 0 166228 - TOWN HALL 1005.043.4399.000000.56100.00000  
12/27/2023 Supplies - Town Building Oper.

\$38.75

# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1253      02/01/2024

Fiscal Year: 2023-2024

Vendor Remit Name  
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
WATER	1	0	166670 - TOWN HALL 1/24/2024	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$45.70
WATER	1	0	166674 - FINANCE DEP 1/24/2024	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$17.90
WATER	1	0	166675 - SENIOR CTR 1/24/2024	1005.044.4427.000000.56010.00000 Supplies - Sen. Serv.	\$24.85

Check #: 0

PO/InvoiceTotal: \$127.20

Vendor Total: \$127.20

W.H. PREUSS & SONS, INC.      T24631

Check Group:

CLUTCH CABLE FOR SNOW THROWER

1	0	169317	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$12.59
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Check #: 0

PO/InvoiceTotal: \$12.59

Check Group:

5-GAL JUGS HUSKY FUEL

2	240976	169080	1005.042.4203.000000.56100.00000 Repairs & Maint. Supplies - Fire Comm.	\$229.98
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Check #: 0

PO/InvoiceTotal: \$229.98

Vendor Total: \$242.57

Grand Total: \$99,299.29

End of Report



BUDGET TRANSFER REQUEST  
TO  
BOARD OF SELECTMEN

BUDGET: Fire Commisson

Transfer \$ 3,500.00 from category Repairs to category Fire Security Mtce

(within budget) from 042 - 4203 - 0000 - 5610C to 042 - 4203 - 0000 - 54302

Transfer \$ \_\_\_\_\_ from Budget \_\_\_\_\_ to Budget \_\_\_\_\_

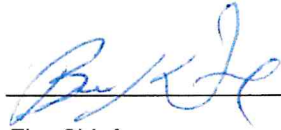
from category \_\_\_\_\_ to category \_\_\_\_\_

from \_\_\_\_\_ - 0000 - to \_\_\_\_\_ - 0000 -

Other \$ \_\_\_\_\_

Explanation: R134 Emergency Repairs - EGR valve - Stewart/Stevenson -

Transfer for purchase new Officer helmets Fire Stor



Signature

Fire Chief

Title

12-18-2023

Date

Board of Selectmen

Approved

Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Yes

No

Date \_\_\_\_\_

**TOWN OF BOLTON**

222 Bolton Center Road  
 Bolton, CT 06043-7698  
 860 649-8066 fax 860 643-0021

**For Business Office Use Only**

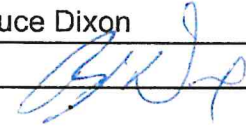
Purchase Order No. \_\_\_\_\_

PO Date: \_\_\_\_\_

**PURCHASE ORDER**

Vendor Name <u>Stewart &amp; Stevenson</u>	Ship To: <u>TOWN OF BOLTON</u>
Address <u>PO Box 301063</u>	
City <u>Dallas</u> State <u>TX</u> Zip <u>75303-10</u>	<u>Bolton, CT 06043-7698</u>
Phone _____	
Dept. Budget <u>FIRE COMMISSION</u>	
Account #: <u>1 0 0 5</u> <u>0 4 2</u> <u>4 2 0 3</u> - 0 0 0 0 0 0 - <u>5 4 3 0 2</u> - 0 0 0 0 0	
Account Name: <u>Fire Security Mtce</u>	

Quantity	Unit Price	Description	Total Price
		Service work on Rescue 134	8034.54
		EGR Valve replacement	
		see attached work order	

Approval _____	Date <u>12-18-2023</u>	Sub-Total _____
Requested By: <u>Bruce Dixon</u>		Shipping & Handling _____
Authorized By: 		Taxes ----- Exempt _____
Selectmen's Office _____		Total <b>8034.54</b>

**Notes/Remarks**

Send to: Name: \_\_\_\_\_

Fax: \_\_\_\_\_

Phone: \_\_\_\_\_

**BUDGET TRANSFER REQUEST  
TO  
BOARD OF SELECTMEN**

BUDGET: Fire Commisson

Transfer \$ 6,000.00 from category Uniforms to category Fire Security Mtce

(within budget) from 042 - 4203 - 0000 - - 5693C to 042 - 4203 - 0000 - - 54302

Transfer \$ \_\_\_\_\_ from Budget \_\_\_\_\_ to Budget \_\_\_\_\_

from category \_\_\_\_\_ to category \_\_\_\_\_

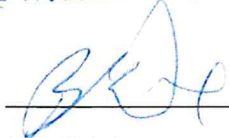
from \_\_\_\_\_ - - - - 0000 - - - - to \_\_\_\_\_ - - - - 0000 - - - -

Other \$ \_\_\_\_\_

Explanation:

*Transfer to pay for Emergency Repair for R134 - Attlate Defect \$ 8,400 B.11  
Transfer to pay to Ladder @ these Annual testing*

Transfer for purchase new Officer helmets Fire Stor



Signature

Fire Chief

Title

~~6-13-2023~~

1-24-24

Date

Board of Selectmen

Approved

Comments:

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Date \_\_\_\_\_

*please check to see if transfer that was requested for \$ 3,500 and approved by the Selectmen was completed. Fire Commission Summary report dated on 1-22-24 does not reflect this transfer get under adjustments.*

Ⓟ





**Fire Commission Summary with Salary Expense**

From Date: 7/1/2023 To Date: 1/31/2024

Fiscal Year: 2023-2024

Include pre encumbrance  Print accounts with zero balance  Filter Encumbrance Detail by Date Range  
 Exclude inactive accounts with zero balance

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
1005.042.4203.000000.53400.00000	Other Professional Services - Fire Comm.	\$7,200.00	(\$1,000.00)	\$6,200.00	\$1,441.02	\$1,441.02	\$4,758.98	\$4,058.98	\$700.00	11.29%

Transaction Date	Entry	Check Number	Deposit No.	Invoice Number	PO Number	Voucher	Shipment	Memo	Vendor	Amount	Journal
10/09/2023	774	14044	0	260948	240232	1107		0	MEMBER PHYSICALS AT CORP/ CONNECTICUT OCCUPATIONAL	\$278.00	Accounts Payable
10/19/2023	830	14094	0	261191	240232	1121		0	MEMBER PHYSICALS AT CORP/ CONNECTICUT OCCUPATIONAL	\$326.51	Accounts Payable
11/06/2023	953	14155	0	261532	240232	1142		0	MEMBER PHYSICALS AT CORP/ CONNECTICUT OCCUPATIONAL	\$100.00	Accounts Payable
11/06/2023	953	14155	0	261640	240232	1142		0	MEMBER PHYSICALS AT CORP/ CONNECTICUT OCCUPATIONAL	\$284.00	Accounts Payable
11/22/2023	1071	14263	0	262082	240232	1166		0	MEMBER PHYSICALS AT CORP/ CONNECTICUT OCCUPATIONAL	\$66.00	Accounts Payable
11/22/2023	1071	14263	0	261726	240232	1166		0	MEMBER PHYSICALS AT CORP/ CONNECTICUT OCCUPATIONAL	\$386.51	Accounts Payable
Detail Total:										\$1,441.02	

Encumbrance Reference Number	Detail (Standard)	Requisition Number	PO/Ship Number	Description	Amount	Journal
0	254	240232		CONNECTICUT OCCUPATIONAL MEDICINE PARTNE	\$4,058.98	\$4,058.98
Detail Total:					\$3,327.29	7.21%

Transaction Date	Entry	Check Number	Deposit No.	Invoice Number	PO Number	Voucher	Shipment	Memo	Vendor	Amount	Journal
08/24/2023	360	13875	0	61841	240231	1052		0	GAS METER CALIBRATIONS	\$268.47	Accounts Payable
08/24/2023	360	13886	0	33703	240229	1052		0	PORTABLE RADIO REPAIRS IN SJ & S RADIO SALES INC.	\$213.00	Accounts Payable
10/05/2023	774	14049	0	CTINV11236	240507	1107		0	BODY REPAIRS TO FIRE DEPT TR FIREMATIC SUPPLY CO. INC	\$1,010.09	Accounts Payable
10/05/2023	774	14049	0	CTINV11294	240507	1107		0	BODY REPAIRS TO FIRE DEPT TR FIREMATIC SUPPLY CO. INC	\$105.72	Accounts Payable
10/19/2023	830	14086	0	43818	240579	1121		0	ANNUAL EXHAUST REMOVAL SY AIR CLEANING SPECIALIST O	\$908.00	Accounts Payable
11/10/2023	1037	14218	0	IN1944991	240231	1152		0	QUARTERLY INSPECTION ACBA MUNICIPAL EMERGENCY SERVI	\$378.68	Accounts Payable
12/21/2023	1257	14395	0	IN1976132	240236	1198		0	GAS METER CALIBRATION & SER ELECTRONIC MEASUREMENT LA	\$268.47	Accounts Payable
12/21/2023	1257	14402	0	185514	240747	1198		0	YEARLY MAINTENANCE: SCBA A MUNICIPAL EMERGENCY SERVI	\$955.00	Accounts Payable
01/18/2024	1435	14513	0	T139352	240886	1235		0	4 TIRES FOR S-234 PETE'S TIRE BARN, INC.	\$1,500.00	Accounts Payable
01/18/2024	1435	14473	0	119922	0	1235		0	TOWING BILL FOR RESCUE 134 TOLLAND AUTOMOTIVE	\$55.40	Accounts Payable
01/18/2024	1435	14484	0	219094	240888	1235		0	FLAT TIRE REPAIR - SERVICE TR BOLTON MOTORS INC	\$2,763.50	Accounts Payable
01/18/2024	1435	14484	0	219094	240888	1235		0	SERVICE OF AMKUS HYDRAULIC FIRE TECH AND SAFETY	\$8,718.52	Accounts Payable
Detail Total:										\$33,327.29	

Encumbrance Reference Number	Detail (Standard)	Requisition Number	PO/Ship Number	Description	Amount	Journal
0	256	240233		GOWANS-KNIGHT CO. INC	\$12,000.00	
0	257	240236		MUNICIPAL EMERGENCY SERVICES	\$5,829.13	
0	259	240229		J & S RADIO SALES INC.	\$4,287.00	
0	261	240231		ELECTRONIC MEASUREMENT LABS., INC.	\$1,963.06	
0	549	240507		FIREMATIC SUPPLY CO. INC	\$0.00	
0	610	240570		FIREMATIC SUPPLY CO. INC	\$10,000.00	
0	620	240579		AIR CLEANING SPECIALIST OF NE	\$0.00	
0	787	240747		PETE'S TIRE BARN, INC.	\$0.00	
0	933	240886		TOLLAND AUTOMOTIVE	\$0.00	
0	935	240888		FIRE TECH AND SAFETY	\$0.00	
Detail Total:					\$34,079.19	



Bruce Dixon &lt;boltonchief34@gmail.com&gt;

**Stewart & Stevenson**

1 message

**Matos, Jenna** <jmatos@boltonct.gov>  
To: Bruce Dixon <boltonchief34@gmail.com>

Fri, Jan 5, 2024 at 1:38 PM

Hello Bruce,

The available balance in the Fire/Security Maint. & Supply account (54302) is **\$6,882.69** which includes the approved budget transfer for \$3,500.00. This leaves a shortage of **\$1,151.85** on the Stewart & Stevenson bill, so there will have to be an additional transfer of sufficient funds before I'm able to remit payment.

Please keep in mind that the balance of \$6,882.69 could change with the upcoming AP as it does not include pending invoices. I apologize for any inconvenience!

- Jenna

*Jenna S. Matos*

Administrative Clerk I

Finance Department

Town of Bolton

222 Bolton Center Rd.

Bolton, CT 06043

860-649-7780 x4153

⊗ Transfer does not show on Fire Commission Summary dated 1-22-24

Info only

BUDGET TRANSFER REQUEST  
TO  
BOARD OF SELECTMEN

BUDGET: Seniors

Transfer \$ 300 from category General Suppliers to category Repairs & Maint.  
(within budget) from 1005 - 044 - 4427 - - 56100 to 1005 - 044 - 4427 - - 54300

Transfer \$ \_\_\_\_\_ from Budget \_\_\_\_\_ to Budget \_\_\_\_\_  
from category \_\_\_\_\_ to category \_\_\_\_\_  
from \_\_\_\_\_ - \_\_\_\_\_ - 0000 - - to \_\_\_\_\_ - \_\_\_\_\_ - 0000 - -

Other \$ \_\_\_\_\_

Explanation:

Repair to awning.

[Signature] Signature  
Director Title  
1/22/24 Date

Board of Selectmen

Approved

Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Tom Apis 1/22/24

Date \_\_\_\_\_

Info  
only

BUDGET TRANSFER REQUEST  
TO  
BOARD OF SELECTMEN

BUDGET: Tax Collector

Transfer \$ 373.48 from category Other payroll to category Regular payroll

(within budget) from # 1005-041-4135-000000-51620-00000

to # 1005-041-4135-000000-51610-00000

Transfer \$ \_\_\_\_\_ from Budget \_\_\_\_\_ to Budget \_\_\_\_\_

from category \_\_\_\_\_ to category \_\_\_\_\_

from # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - 000000 - \_\_\_\_\_ - 000000

to # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - 000000 - \_\_\_\_\_ - 000000

Other \$ \_\_\_\_\_

Explanation:

Shortage

Lori Bushell Signature  
Tax Collector Title  
1/18/24 Date

Board of Selectmen

Approved

Comments:

Yes No

Approved 1/18/24  
Taron Apis

Date \_\_\_\_\_



BOLTON BUDGET WORKSHOP

SENIOR & SOCIAL SERVICES

No. 29

Code 4427	SENIOR & SOCIAL SERVICES				Unaudited Actual Expenditures 2022-2023	Approp. for this year 2023-2024	Request for 2024-2025	Proposed by Selectmen 2024-2025
	Accounting Codes	Category	Adopted Expenditures 2022-2023	Actual Expenditures 2022-2023				
51610	Payroll	138,998	122,612	148,969	165,396			
53200	Professional Educational Training	250	50	250	200			
53400	Other Professional Services	2,500	2,000	4,000	2,500			
54300	Repairs & Maintenance Services	2,500	4,888	3,000	5,000			
55010	Shared Services/MACC	8,000	8,000	8,000	8,000			
55300	Telephone	500	439	500	500			
55400	Advertising	500	651	500	500			
56010	Supplies	3,500	3,756	6,000	6,000			
56100	General Supplies	500	427	2,000	2,000			
56120	Office Operation Expenditures	2,000	1,902	2,000	2,000			
58100	Dues & Fees	250	130	250	300			
	<b>Total</b>	<b>159,498</b>	<b>144,855</b>	<b>175,469</b>	<b>192,396</b>		<b>0</b>	

Any Change (+/-) in a category please explain.

By: Carrie Concatelli

Signature(s): Carrie Concatelli

Line Item Explanation/Discription

51610-Payroll FTE =1, PT =7 (2 in office, 5 van drivers). Increase in salaries, compared with other towns and Bolton pays less than other towns.

53200-Professional Educational Training Attend two conferences, request is 50 dollars less than last year

53400-Other Professional Services Hiring entertainers for an event, atmost less by 1,500 than last years

54300-Repairs & Maintenance Services Repairs on vans that can not be done by town staff, increase of 2,000 dollars

55010-Shared Services/MACC Food pantries, and other services shared with neighboring communities. Amount the same as last year.

55300-Telephone Self explanatory, amount the same as last years

55400-Advertising Advertising events held by the center, amount the same as last years

56010-Supplies Office Supplies, amount the same as last years

56100-General Supplies Maintenance on vans done by town staff, money for van parts. Amount the same as last year

56120-Office Operation Expenditures Software Fees, amount the same as last years

58100-Dues & Fees Membership to organizations in the state, amount increase of 50 dollars

**Senior and Social Services Budget 2024-2025**

**Line-Item Narrative**

**Line Item 51610 – Payroll**

<b>SENIOR AND SOCIAL SERVICE PAYROLL</b>			
<b>TRANSPORTATION</b>	<b>HOURS</b>	<b>RATE</b>	<b>TOTAL</b>
Vans	20/month	\$20.00	\$4,800
Minivans	25/week	\$20.00	\$26,000
<b>TOTAL TRANSPORTATION</b>			<b>\$30,800</b>
<b>OFFICE STAFF</b>	<b>HOURS</b>	<b>RATE</b>	<b>TOTAL</b>
Program Coordinator/Admin	28/week	\$23.00	\$33,488
Extra Payroll Day (Monday)	7 hours	\$23.00	\$161
Administrative Assistant	17/week	\$21.00	\$18,564
Additional Admin Coverage	100 hours	\$21.00	\$2,100
<b>TOTAL OFFICE STAFF</b>			<b>\$54,313</b>
<b>SUMMARY</b>			
Commission Clerk			\$375
Transportation			\$30,800
Office Staff			\$54,313
Director		3% placeholder	\$79,908
<b>TOTAL REQUEST</b>			<b>\$165,396</b>
<b>REVENUE – CT DOT GRANT</b>			<b>\$11,825</b>

<b>POSITION</b>	<b>CURRENT FY 2024</b>	<b>FY 2025 WITH 2.75%</b>	<b>PROPOSED FY 2025</b>
Van Drivers	\$17.28	\$17.75	\$20.00
Admin. Assistant	\$17.72	\$18.20	\$21.00
Program Coordinator	\$19.86	\$20.40	\$23.00
<b>TOTAL FY COST</b>	<b>\$72,747</b>	<b>\$75,090</b>	<b>\$85,113</b>
<b>DIFFERENCE IN TOTAL COST</b>			<b>\$10,023 INCREASE</b>

**AMOUNT OVER CT \$15.69 MINIMUM WAGE (1/1/24)**

<b>POSITION</b>	<b>CURRENT FY 2024</b>	<b>FY 2025 WITH 2.75%</b>	<b>PROPOSED FY 2025</b>
Van Drivers	\$1.59	\$2.06	\$4.31
Admin. Assistant	\$2.03	\$2.51	\$5.31
Program Coordinator	\$4.17	\$4.71	\$7.31

**Line Item 51610 - Explanation of Increase**

The payroll line item includes all staff members of the Bolton Senior and Social Services Department: Director (full time, Supervisor’s union, 37 hours per week), one Program Coordinator/Administrative Assistant (part time, non-union, 28 hours per week), one Administrative Assistant (part time, non-union, 17 hours per week), and five per diem Van Drivers (non-union).

An evaluation of staff pay rates has been conducted. Add packages were suggested in budget sessions for FY 2023 (December 2021) and FY 2024 (December 2022). Another evaluation was conducted in August 2023 with review of FY 2024 rates. Comparisons were made with other Tolland County towns (Coventry, Stafford, Tolland) and similar sized towns (East Granby, Lebanon). Additional data was requested from the Connecticut Conference of Municipalities (CCM), however, there was no information available for these specific job titles.

The Administrative Assistant and Program Coordinator positions both require extensive training, computer skills across multiple programs, exceptional customer services skills, and confidentiality regarding sensitive social service information. Similar positions in other Bolton town departments currently receive a higher rate of pay.

The Van Driver positions are per diem and receive no other benefits such as paid time off or holiday pay. They have responsibilities that include the safety and wellbeing of transporting seniors to critical health services across a wide coverage area. All Van Drivers have either CDL or passenger-service classifications which require yearly physicals at an expense to them.

During the budgeting process there have never been any adjustments to the pay scales other than the same percentage increase as other non-union employees. This continues to keep these positions at a lower level than comparable positions. As minimum wage increased in the State of Connecticut, this further eroded the current compensation. There is potential that another mid-year minimum wage increase could occur in 2025.

To better reflect the essential value of these positions to Bolton residents, in August 2023 I proposed a modest increase for these positions over two years. The increase was not acted on for FY 2024. I have included a proposed FY 2025 rate that better matches neighboring towns. This would involve a \$10,023 increase over the original rates for FY 2025 if staff were to remain stagnant in their current pay scale.

**Comparison of Tolland County and Similar Size Towns**

**Note: Current FY 2024 Rates**

<b>Town</b>	<b>Position</b>	<b>Rate</b>
<i>Bolton</i>	<i>Program Coordinator/Adminin.</i>	<i>\$19.86</i>
Coventry	Senior Center Coordinator	\$33.57
East Granby	NA	NA
Lebanon	NA	NA
Stafford	NA	NA
Tolland	NA	NA

<b>Town</b>	<b>Position</b>	<b>Rate</b>
<i>Bolton</i>	<i>Administrative Assistant</i>	<i>\$17.72</i>
Coventry	Senior Center Assistant	\$19.97 (increased to \$21.00 November 2023)
East Granby	NA	NA
Lebanon	NA	NA
Stafford	NA	NA
Tolland	Administrative Assistant	\$24.63
<b>Town</b>	<b>Position</b>	<b>Rate</b>
<i>Bolton</i>	<i>Van Driver</i>	<i>\$17.28</i>
Coventry	Van Driver	\$19.97
East Granby	Van Driver	\$17.00 - \$20.00
Lebanon	Van Driver	\$18.13
Stafford	Van Driver	\$19.00
Tolland	NA	NA

**Line Item 53200 – Professional Education Training**

Covers paid conferences for professional development. Anticipated to include the “AgingCT Conference” (Area Agencies on Aging) and a conference for the Connecticut Association for Senior Center Personnel (CASCP). Reduced by \$50 to increase Dues and Fees by the same amount.

**Line Item 53400 – Other Professional Services**

This line item is for hiring the services of an instructor or entertainer for Senior Center programming (\$2,000 allotted). A reduction of \$2,000 was made because the contract with UR Community Cares was discontinued in July 2023 due to lack of participation. However, an additional \$500 was included to reimburse Van Driver annual physicals (\$100 per five drivers). Both Coventry and East Granby reimburse all physical expenses in full. Net reduction of \$1500.

**Line Item 54300 – Repairs and Maintenance Services**

This covers the upkeep of the outdoor awning, including take down, winter storage, hanging, and repairs. This also includes the mandatory vehicle and brake inspection required for DMV registration, which alternates between the 10-passenger van and the 20-passenger van each year. This covers all repairs to Senior Center vehicles that are provided by an off-site vendor. This line item has been underfunded and the vehicles are requiring more costly repairs as the fleet ages. The current vehicles are 2015, 2016, 2017, and 2020. Increased by \$2,000 based on historical need for budget transfers.

**Line Item 55010 – Shared Services/MACC**

Contract with Manchester Area Conference of Churches (MACC). Bolton residents have access to their services, including perishable items at the food pantry, community kitchen, Operation Fuel, and emergency outreach/shelter services. This is a longstanding collaboration at a fixed rate. No change.

**Line Item 55300 – Telephone**

Two flip mobile phones used by the van drivers. No change.

**Line Item 55400 – Advertising**

Newspaper advertising for open staff positions. Currently allows for two ads per year. No change.

**Line Item 56010 – Supplies**

Used for all food and other items used during Senior Center programming. Also includes monthly water delivery. Participation and food costs are increasing. Senior Inc. received a grant to fund some reusable products to reduce reliance and the cost of disposables, but anticipated cost savings unknown. No change.

**Line Item 56100 – General Supplies**

For vehicle repair parts that are installed in-house by the Highway Department. No change.

**Line Item 56120 – Office Operation Expenditures**

Covers annual software license fee, our portion of the Constant Contact subscription for newsletter distribution, our portion of the Canva subscription, and other general office supplies. No change.

**Line Item 58100 – Dues and Fees**

Covers association memberships for the Director and Program Coordinator for the Connecticut Association for Senior Center Personnel (CASCP) and the Director’s membership for the Connecticut Local Administrators of Social Services (CLASS). Both associations provide professional development and resource sharing. The Director renews the Certified Connecticut Municipal Officer (CCMO) designation annually. An additional \$50 was added because CLASS dues are anticipated to increase.

**Senior and Social Services Statistics**

Note: Does not include all information for December 2023.

<b>Calendar Year</b>	<b>Total Visits to Senior Center</b>	<b>Unduplicated Participants</b>	<b>Total Rides</b>	<b>Food Pantry Visits</b>
<b>2022</b>	5,413	406	1,127	151
<b>2023</b>	6,362+	449+	1,555+	185+
<b>Increase</b>	17.5%	10.5%	38%	22.5%

BOLTON BUDGET WORKSHOP

PUBLIC HEALTH

No. 27

Code 4401	PUBLIC HEALTH						
Accounting Codes	Category	Adopted Expenditures 2022-2023	Unaudited Actual Expenditures 2022-2023	Approp. for this year 2023-2024	Request for 2024-2025	Proposed by Selectmen 2024-2025	
55010	Other Contracts	28,878	28,015	28,409	28,409		
	<b>Total</b>	<b>28,878</b>	<b>28,015</b>	<b>28,409</b>	<b>28,409</b>	<b>0</b>	

Any Change (+/-) in a category please explain.

By: Carrie Concatelli

Signature(s): Carrie Concatelli

BOLTON BUDGET WORKSHOP

TOWN CLERK

NO. 9

Code 4147	TOWN CLERK	Adopted Expenditures 2022-2023	Unaudited Actual Expenditures 2022-2023	Approp. for this year 2023-2024	Request for 2024-2025	Proposed by Selectmen 2024-2025
Accounting Codes	Category					
51610	Payroll	123,825	124,118	126,921	131,100	
53200	Professional Educational Training	1,700	947	1,700	1,700	
53520	Other Contracts	9,368	9,571	9,952	10,142	
55400	Advertising	517	428	517	917	
56120	Office Operation Expenditures	2,000	1,284	2,000	2,000	
58100	Dues & Fees	350	250	350	350	
	<b>Total</b>	<b>137,760</b>	<b>136,598</b>	<b>141,440</b>	<b>146,209</b>	<b>0</b>

**51610 payroll increased due to Longevity and 2.75% increases**

**53520 other contracts - due to addition of Property check \$25/month and BAS 5% increase to \$709.74**

**55400 Advertising - increased because of 2024 Presidential election, more legal filings**

Any Change (+/-) in a category please explain.

By: Elizabeth Waters

Line Item	Explanation/Discription
51610-Payroll	FTE=2, Pay roll increase of 4,179
53200-Professional Educational Training	Attend two conferences, required by CT Statutes. Amount the same as last year.
53520-Other Contracts	Dog licensing, property check, land records software, BAS, COG. Increase of 190 dollars due to BAS and property check
55400-Advertising	Legal notices, increase of 400 dollars due to presidential election legal notices
56120-Office Operation Expenditures	Office supplies such as ink, paper, etc. Amount requested is same as last year
58100-Dues & Fees	Membership to various organizations, no increase



**Decision Package # 1 out of # 1 .**  
*#1 being the most important to fund*

**Department:** Town Clerk

**Subject:** Budget FY25

Explain proposed addition here (programs or services added and their effect on hours, etc.): see below

Explain why this particular item was selected: see below

Quantify categories that are added/funded:

Budget Category	Addition Amount	Staffing Impact	Comments
Payroll	\$4179	None	This is due to staff raises per Union contracts and longevity.
Professional/ Technical Services			
Repairs & Maintenance Supplies			
Office Operating Expenses			
Other Supplies			
Equipment			
Other (specify line item)	\$33.80 – BAS \$300 – COTT \$400 - Advertising	None	BAS contract has a 5% increase and Property Check (COTT) adds an additional \$25/month. Increase to advertising for legal notices 2024 Presidential election
<b>Total</b>	<b>\$4912.8</b>		

Summary: BAS;s annual fee for 2024 will increased from \$643.75 to &709.74 which is another 5% from last years rate.

COTT's contract with the town monthly hosted software holds at \$715, however, the Town has decided to add the new feature "Property Check" to our monthly fee. The fee for PC is \$25/month, for a total of \$300 a year more. Everify for Land Record document auditing will stay at same cost per contract. COTT creates the microfilm for all of our recorded documents that is then sent to Adkins for storage.

The addition to advertising is to cover the multitude of legals that are required to be published for the upcoming Presidential primaries and election.

**Decision Package # 1 out of # 1 .**  
*#1 being the most important to fund*

**Department:** Town Clerk

**Subject:** Budget FY25

Explain proposed addition here (programs or services added and their effect on hours, etc.): see below

Explain why this particular item was selected: see below

Quantify categories that are added/funded:

<b>Budget Category</b>	<b>Addition Amount</b>	<b>Staffing Impact</b>	<b>Comments</b>
Payroll	\$4179	None	This is due to staff raises per Union contracts and longevity.
Professional/ Technical Services			
Repairs & Maintenance Supplies			
Office Operating Expenses			
Other Supplies			
Equipment			
Other (specify line item)	\$33.80 – BAS \$300 – COTT \$400 - Advertising	None	BAS contract has a 5% increase and Property Check (COTT) adds an additional \$25/month. Increase to advertising for legal notices 2024 Presidential election
<b>Total</b>	<b>\$4912.8</b>		

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BOLTON BUDGET WORKSHOP

ASSESSOR

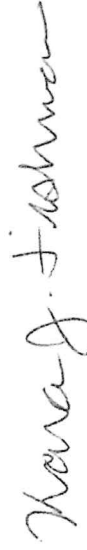
NO. 5

Code 4131	ASSESSOR		Unaudited Actual Expenditures 2022-2023	Adopted Expenditures 2022-2023	Any Change (+/-) in a category please explain.	Request for 2024-2025	Proposed by Selectmen 2024-2025
Accounting Codes	Category		2022-2023	2022-2023	2023-2024	2024-2025	2024-2025
51610	Payroll		130,934	126,662	152,072	153,549	
53200	Professional Educational Training		910	1,350	3,090	3,090	
55400	Advertising		294	200	286	332	
55500	Printing & Binding		0	0	1,629	1,696	
56120	Office Operating Expenditures		2,809	2,750	2,827	3,501	
58100	Due & Fees		1,611	150	2,591	2,553	
	<b>Total</b>		<b>136,558</b>	<b>131,112</b>	<b>160,971</b>	<b>164,721</b>	<b>0</b>

Any Change (+/-) in a category please explain.

By: Kara Fishman

Signature(s):



Shared w/Will.

Acct No.  
53200

Y (partial)

1,540 \$50 anticipated increase in Assessor School registration for 2 people; \$10 increase in fall & spring symposiums for 2 people; 10% of total for textbooks

Y (partial)

\$700 estimated cost for an IAAO course held in CT for assessor; \$400 for additional course cost for assistant (e.g., spring road show or NRAAO annual conference); \$50 cost for BAA member to attend seminar; \$200 per person for additional seminars & workshops

3,090 No increase

55400

200 PP legal ad Hartford Courant - est.

132 BAA legal ads Hartford Courant - 2 @ \$60 + 10% (1 in spring, 1 in fall)

332 \$46 increase

55500

1,696 Printing and binding of Grand List & MVS books; Printing and mailing declarations & increase notices. Based on quote from QDS.

56120

Motor Vehicle Pricing and Pricing Books. JD Powers basic pricing package is \$600, up 25% from \$440 in 2023; 20% increase in pricing books; new \$300 per user on-line pricing program; order online pricing program for \$250.

1,251 Based on FY 24 to date (\$561) times 1.25 for remainder of FY; cost for printer/copier/scanner for 11 x 17 pages (\$550 est cost w/ink for ink jet)

3,501

58100

561 Dues IAAO, CAAO, IAAO-CT, WAAA, HAAA; used last year's dues for Kara and Ashleigh plus 10%.

462 MLS Fees. Increase 10% from FY 2024

864 ECAR dues. Increase 10% from FY 2024

366 State of CT Appraisal Certification. Last year's fee plus 10%.

300 DMV online

2,553

Y

Y

Y

Y