

**BOLTON BOARD OF SELECTMEN  
REGULAR MEETING  
7:00 PM, TUESDAY, JUNE 4, 2024  
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD  
In-Person and Virtual (Hybrid Format)**

**MINUTES**

**Board of Selectmen Members Present In-Person:** First Selectman Rodney Fournier, Deputy First Selectman Robert Morra, Mather Clarke, Gwen Marrion, Pamela Sawyer, Amanda Gordon

**Board of Selectmen Members Present Via Zoom:** Tim Sadler

**Staff Present In-Person:** Town Administrator James Rupert

**Staff Present Via Zoom:** Recording Secretary Linda H. McDonald

**Others Present Via Zoom:** Nick Lavigne (Community Voice Channel)

**Others Present In-Person:** James Loersch

1. **Call to Order:** R. Fournier called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.
2. **Public Comment:** J. Loersch commented on the need for a new town hall facility.
3. **Correspondence:** No correspondence.
4. **Approval of Minutes:**
  - a. **May 7, 2024 regular meeting minutes:** The following amendments were made to the May 7, 2024 regular meeting minutes:

**“7.a FY 24 Budget Report:**

P. Sawyer MOVED that the Board of Selectmen accept the budget report as presented. T. Sadler SECONDED. P. Sadler Sawyer withdrew her motion.”

**“8.7.b Budget Transfers”**

P. Sawyer MOVED that the Board of Selectmen approve the May 7, 2024 regular meeting minutes as amended. M. Clarke SECONDED. MOTION CARRIED 7:0:0.

**b. May 21, 2024 special meeting minutes:** The following amendments (in bold) were made to the May 21, 2024 special meeting minutes:

**“2.3 Consider and Act on Budget Transfers:”**

**“3.4 Paggioli Driveway Application: Consider and Act on Discontinuing the Current Discussion and Set Date for Public Hearing:”**

**“4. P. Sawyer MOVED that the discussion be closed regarding the prior board’s meeting on the Paggioli driveway application. R. Morra SECONDED. MOTION CARRIED 6:0:1 with G. Marrion abstaining- recusing.”**

P. Sawyer MOVED the Board of Selectmen approve the May 21, 2024 special meeting minutes as amended. R. Morra SECONDED. MOTION CARRIED 7:0:0.

**5. Appointments/ Re-appointments and Resignations:**

P. Sawyer MOVED that the Board of Selectmen re-appoint James Loersch as a full member of the Inland Wetlands Commission. G. Marrion SECONDED. P. Sawyer rescinded her prior motion.

P. Sawyer MOVED that the Board of Selectmen make the following re-appointments:  
James Loersch as a full member to the Inland Wetlands Commission.

Michael McDonnell as a full member to the Inland Wetlands Commission.

Linda Rudolph as a full member to the Veterans Commission, term to start July 1, 2024.

Paul Toomey as an Alternate to the Veterans Commission, term to start July 1, 2024.

Bob Langton as a full member to the Fire Commission.

G. Marrion SECONDED. MOTION CARRIED 7:0:0.

P. Sawyer MOVED that the Board of Selectmen accept the following resignations:

Andrew Gordon from the Inland Wetlands Commission.

Erin Tonyali as Library page, effective June 13, 2024.

R. Morra SECONDED. P. Sawyer thanked both for their efforts and work to the town. MOTION CARRIED 7:0:0.

**6. Ongoing Business:** There was no ongoing business.

**7. New Business**

**7.a Consider and Act on Approval for Supervisors Contract:**

P. Sawyer MOVED that the Board of Selectmen accept the Supervisors Contract. R. Morra SECONDED with the stipulation to include the current language of the state health plan that was agreed upon that was not listed in the contract. P. Sawyer accepted the stipulation as an amendment. MOTION CARRIED 7:0:0.

**7.b Consider and Act on setting Special Town Meeting Date to approve Supervisors Local 818 Collective Bargaining Contract:**

R. Morra MOVED that the Board of Selectmen set a special town meeting to approve the Supervisors Local 818 Collective Bargaining Contract for Tuesday, June 25, 2024 at Bolton Town Hall at 6:30 p.m. A. Gordon SECONDED. MOTION CARRIED 6:0:1 with P. Sawyer abstaining.

**7.c Consider and Act on adding First Selectman Rodney Fournier as an Authorized Signer on the Town Checking Accounts:**

P. Sawyer MOVED that the Board of Selectmen approve adding First Selectman Rodney Fournier as an authorized signer on the Town checking accounts with the addition of correcting the Interim Town Administrator title on the document be corrected to Town Administrator. R. Morra SECONDED. MOTION CARRIED 7:0:0.

**7.d Discussion on First Selectman's Pay:**

The consensus of the members was this issue would first go to the Human Resources/Personnel Subcommittee to bring a proposal forward to the full board.

P. Sawyer MOVED that the Board of Selectmen table discussion on the First Selectman's pay until after the board has heard from the Human Resources/Personnel Subcommittee. A. Gordon SECONDED. MOTION CARRIED 7:0:0.

**7.e Consider and Act on Scheduling Public Hearing Date on First Selectman's Pay:**

P. Sawyer MOVED the Board of Selectmen table consideration and action on scheduling a public hearing on the First Selectman's pay until after the board has heard from the Human Resources/Personnel Subcommittee. R. Morra SECONDED. MOTION CARRIED 7:0:0.

**7.f Discussion on how to Proceed with Results of Retreat:**

The Selectmen began discussion on the high priority items that emerged during the retreat. R. Morra said one of the top priority items focused on was new town facilities. He said the town would have to plan far ahead. The temporary offices have just bought the town time so the board can plan ahead. He said, if the board does not start now, whoever is on the board in four years, will basically be starting from ground zero again if serious planning has not happened. The bonding situation for the town will be significantly better in five or six years and the town will be in a great position to move forward. He said the board needs to come up with actual locations for a new facility, hold public discussions for input and pick a site.

P. Sawyer suggested the Facilities and Public Safety subcommittee look at existing sites and come up with a list of pros and cons.

G. Marrion said she served on two prior facility study committees and nothing ever happened with them. She expressed concern with getting stuck in that cycle again unless the board can agree as a group that they will not just bump this issue from month to month. The board has to be committed to taking a tangible step that actually progresses the issue.

The Selectmen heard from J. Rupert on the current town hall facility. J. Rupert said this is a beautiful facility but it does not meet the staff's current needs. The staff and others would be better served if they could be in an environment that was designed to meet today's needs and all of the staff could be under one roof to facilitate communication, work and good relationships. He also said he does not want to do this at a time that is not feasible for the taxpayers to afford it either and that is something the board would have to balance.

A. Gordon said she is of the opinion that the board needs a separate meeting to discuss the next steps of the retreat to give time and attention to each topic one by one and determine where each belongs.

J. Rupert said there have been some facilities studies done on the town's needs. He noted, a few years back, the town engaged with the UCONN School of Engineering who made a presentation of a three-dimensional project of a stand-alone building for a new town hall at sites identified for them at Notch Road and the other side of the State Trooper's office. He said they did look at facility needs at part of their planning. This information can be pulled together for the board.

A. Gordon MOVED that the Board of Selectmen set a date for a special meeting to further discuss next steps on the report outlined from the retreat. R. Morra SECONDED. MOTION CARRIED 7:0:0.

The consensus of the board was to schedule the special meeting for Tuesday, July 9, 2024 at 6:00 p.m. in Room A at the Notch Road Municipal Center, in-person and virtual.

P. Sawyer MOVED that the Facilities and Public Safety Subcommittee review and bring back to the board possible locations for a town hall facility or a town hall annex with a pro and con list for each one. R. Morra SECONDED. MOTION CARRIED 7:0:0.

The consensus of the members of the Facilities and Public Safety Subcommittee was to schedule a meeting for Monday, July 1, 2024 at 8:30 a.m. in Room A at the Notch Road Municipal Center, in-person and virtual.

**7.g Discussion on Public Act 24-46 Regarding the Governor's Law establishing Property Tax Exemption for Veterans who have service-connected permanent and total Service-Connected Disability:**

P. Sawyer recused herself from the discussion.

J. Rupert noted the Assessor has provided information on how she believes this bill would affect the Town of Bolton with the additional amount to be exempt on the 2024 Grand List. The impact of the bill will be on the next fiscal year. The Selectmen discussed the lack of specific information from the state regarding this bill and its impact on Connecticut towns.

R. Morra MOVED the Board of Selectmen table discussion to the next meeting in order to get a description of Public Act 24-46, the bill analysis, how it affects the Town of Bolton's tax base by either obtaining information from the Council of Small Towns, Connecticut Council of Municipalities or using the Town Attorney . MOTION CARRIED 6:0:1 with P. Sawyer recusing.

**8. Reports and Updates:**

**8.a FY 24 Budget Report:**

J. Rupert noted the Waste Collection budget is underfunded but will look better after the Finance Committee hopefully approves transfers to this line item. He reported the tax collection is going very well.

**8.b Consider and Act on A/P Report:**

P. Sawyer MOVED that the Board of Selectmen accept the A/P report as presented. A. Gordon SECONDED.

G. Marrion asked about the \$18,433 remittance to Firematic Supply Company for firetruck ET134, the newest firetruck. She noted this is a huge bill in addition to an already big purchase price, so there is more money the town keeps putting into the new firetruck and thinks the public needs to know that. In addition, she said there will be big interest payments on the bond for the truck alone. She said there are a lot of costs that people who voted for this truck probably did not realize and now they are bubbling to the surface and this is why she is putting emphasis on this.

MOTION CARRIED 7:0:0.

**8.c Budget Transfers:** Budget transfers in the meeting packet are for informational purposes only.

**8.d Report on Nathan Hale potential Parking Sites:**

G. Marrion reported on May 20<sup>th</sup>, she walked three sites (two on Stony Road and one on Howard Road) with T. Sadler, M. Clarke, and Brent Mayerson under consideration for potential parking sites for the Nathan Hale corridor. She said the Howard Road location is no longer



under consideration because the owner of property at the end of the road did not wish to give or sell a right-of-way or easement to the town between the end of Howard Road and 500 feet to connect to the Nathan Hale corridor.

G. Marrion described the pros and cons of the two Stony Road possible locations. The group is leaning toward recommending the old house lot site on Stony Road as a potential parking site. Discussion followed on informing the neighbors above and below this location on the town's plan for a potential parking lot for the corridor. The Selectmen asked the Town Administrator's office to manage the notifications.

J. Rupert will reach out to Highway Foreman Sean Bailey to make arrangements to review the grading of the potential site. He said it would be helpful if G. Marrion or members of her group could be available as well to share their vision directly. G. Marrion agreed and J. Rupert said he would set up an opportunity for G. Marrion to meet with S. Bailey. J. Rupert said he is hopeful that this is a project the town could accomplish using town resources.

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

**9.a Monthly Report:**

J. Rupert reported on the following:

- The town made enough money on the tax sale on properties to make the town whole with taxes.
- AED and CPR training has been scheduled for staff on June 10<sup>th</sup>, as well as Narcan training.
- The town will be participating in the statewide emergency drill on June 12, focusing on elections this year.
- The town has posted the MS4 2023 Stormwater Report.
- The annual picnic is tomorrow with a fire extinguisher training component.
- The town has opted to have a voluntary compliance check with CONN OSHA for the town garage facility
- The opening of Indian Notch Park is scheduled for June 22.
- Nine firms attended the pre-bid walk at the Notch Road Municipal Center for analysis and testing and report and monitoring of abatement process.

**9.b Other:** P. Sawyer asked for a moment on the passing of Raymond Soma who served on many boards and commissions and said he would be missed. The next A/P meeting is scheduled for Tuesday, June 18, 2024 at 6:00 p.m.

**10. Adjournment:** P. Sawyer MOVED to adjourn the meeting at 8:29 p.m. R. Morra SECONDED. MOTION CARRIED 7:0:0.

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.

**BOLTON BOARD OF SELECTMEN  
SPECIAL MEETING – A/P  
6:00 PM, TUESDAY, JUNE 18, 2024  
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD  
In-Person and Virtual (Hybrid Format)**

**MINUTES**

**Board of Selectmen Members Present In-Person:** First Selectman Rodney Fournier, Deputy First Selectman Robert Morra, Gwen Marrion, Pamela Sawyer

**Board of Selectmen Members Present Via Zoom:** Amanda Gordon and Tim Sadler

**Board of Selectmen Members Absent:** Mather Clarke

**Staff Present Via Zoom:** Recording Secretary Linda H. McDonald

**1. Call to Order:** R. Fournier called the meeting to order at 6:00 p.m.

**2. Consider and Act on A/P Report:**

P. Sawyer MOVED that the Board of Selectmen accept the A/P report as presented. R. Morra SECONDED. A. Gordon asked for an explanation on \$31,000 paid to CNG for an annual partial installment for natural gas infrastructure. R. Morra responded that is a payment for Bolton’s portion for the natural gas pipeline that runs through the town. R. Fournier said there is one installment left to pay. P. Sawyer added this was a state program under Governor Malloy to move the state to natural gas and would save the town quite a bit of money on oil. A. Gordon asked about \$19,000 for new radios, batteries, and chargers for the Fire Commission as it seems like a really big purchase. She asked for clarification from the Town Administrator as to why the town is spending \$19,000 if it is not 100% necessary. MOTION CARRIED 6:0:0.

**3. Consider and Act on Budget Transfers:** There were no budget transfers for consideration or action.

**4. Consider and Act on Approval of Personal Property and Motor Vehicle Taxes and Supplemental Motor Vehicle Taxes Resolution:**

P. Sawyer MOVED that the Board of Selectmen approve the following resolution:

RESOLVED that real estate, personal property and motor vehicle taxes are due on July 1, 2024 and that supplemental motor vehicle taxes are due on January 1, 2025.

R. Morra SECONDED. MOTION CARRIED 6:0:0.

**5. Adjournment:** P. Sawyer MOVED to adjourn the meeting at 6:06 p.m. R. Morra SECONDED. MOTION CARRIED 6:0:0.

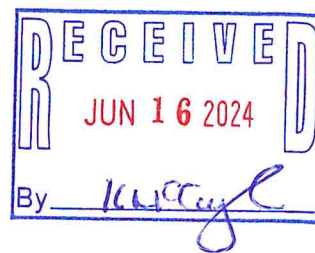
Respectfully submitted by Linda H. McDonald

*Linda H. McDonald*

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

5a.

Sean Bailey  
471 Jones Hollow Rd  
Marlborough, CT 06447  
860-622-8985



June 16, 2024

Dear Mr. Rupert,

I am writing to formally resign from my position as Road Foreman for the Town of Bolton, effective 30 days from when I gave my verbal notice on June 13, 2024. My last day will be July 13, 2024. This decision has not been made lightly and is comes after considerable reflection.

It has been a privilege to serve the town of Bolton, and I am grateful for the support and opportunities provided to me during my tenure. I am proud of the accomplishments we achieved as a team and the improvements we have made. The experience and skills I have gained in this role are invaluable.

I am committed to helping to ensure a smooth transition. Please let me know how I can assist during this period.

I want to express my appreciation for the support you have shown me while working for the Town of Bolton. Thank you once again for the opportunity to serve the community. I wish the town of Bolton continued success in all its endeavors.

Sincerely,

Handwritten signature of Sean Bailey.

Sean Bailey

2024 Reappointment

I wish to be reappointed as:

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

Board/Commission: Veterans Commission

Name: Ernest Richardson

Address: 12 Old Bolton Rd

Bolton, CT 06043

Day Phone: 860 643 5864

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

E-Mail: \_\_\_\_\_

PLEASE RETURN TO: [hr@boltonct.gov](mailto:hr@boltonct.gov)

or

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

By: June 10, 2024

2024 Reappointment

I wish to be reappointed as:

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

Board/Commission: VETERANS COMMISSION

Name: GREGORI CARINI

Address: 55 QUORT ROAD, BOLTON

Day Phone: 860 424 6757

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

E-Mail: GREGORICARINI50@GMAIL.COM

PLEASE RETURN TO: [hr@boltonct.org](mailto:hr@boltonct.org)  
 or  
 Jim Rupert, Town Administrator  
 222 Bolton Center Road  
 Bolton, CT 06043

By: June 10, 2024

2024 Reappointment

I wish to be reappointed as:

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

Board/Commission: CONSERVATION

Name: Rod Parlee

Address: 76 Brookfield Rd  
Bolton, CT 06043

Day Phone: H) 860-643-2948

Evening Phone: C) 860-306-7250

E-Mail: captundra@gmail.com

PLEASE RETURN TO: [hr@boltonct.gov](mailto:hr@boltonct.gov)  
 or  
 Jim Rupert, Town Administrator  
 222 Bolton Center Road  
 Bolton, CT 06043

By: June 10, 2024



2024 Reappointment

I wish to be reappointed as:

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

Board/Commission: Conservation

Name: Brenda Cafaldo

Address: 16 Brookfield Road  
Bolton CT 06043

Day Phone: 860-202-3297

Evening Phone: same

E-Mail: bvcphoto@aol.com

PLEASE RETURN TO: [hr@boltonct.gov](mailto:hr@boltonct.gov)  
or  
Jim Rupert, Town Administrator  
222 Bolton Center Road  
Bolton, CT 06043

By: June 10, 2024



2024 Reappointment

I wish to be reappointed as:

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

Board/Commission: Bolton Tennis & Farm Commission

Name: Cara Wright

Address: 17 Hebron Rd  
Bolton CT 06043

Day Phone: (860) 916-8930

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

E-Mail: caraemolloy@gmail.com

PLEASE RETURN TO: hr@boltonct.gov

or

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

*By: June 10, 2024*

59.

### 2024 Reappointment

I wish to be reappointed as:

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

Board/Commission: Heritage Farm Commission

Name: Leslie Shea

Address: 26 Green Hill Drive

Day Phone: 860 559 9455

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

E-Mail: Leslie2052@gmail.com

PLEASE RETURN TO: [hr@boltonct.org](mailto:hr@boltonct.org)

or

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

*By: June 10, 2024*

*mic*

5h.

**2024 Reappointment**

I wish to be reappointed as:

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

**Board/Commission:** Senior Citizens Comm

**Name:** Helen Winkler

**Address:** 2 Commerce Rd

**Day Phone:** 860-649-4424

**Evening Phone:** \_\_\_\_\_

**E-Mail:** HWink36@GMail

**PLEASE RETURN TO:** [hr@boltonct.gov](mailto:hr@boltonct.gov)

or

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

*By: June 10, 2024*

7b.

**McCavanagh, Kathleen**

---

**From:** Rupert, Jim  
**Sent:** Thursday, June 27, 2024 1:15 PM  
**To:** McCavanagh, Kathleen  
**Cc:** Rodney Fournier  
**Subject:** Budget reductions

INKY: Internal (jrupert@boltonct.gov)

Kathy,

Please include this email as a document for the July 2, 2024 meeting. It is pertinent to the discussion and action regarding the required reduction of the Selectman's budget.

After discussion with Finance Director Jill Collins we recommend the following reductions in order to meet the approved budget amount.

Fifteen thousand (\$15,000.00) from workman's compensation.

Ten thousand (\$10,000.00) from liability insurance.

We are able to recommend these reductions based as a result of actual costs coming in lower than projected costs and historic workers comp claims that have been resolved.

Respectfully submitted,

Jim Rupert

Sent from my iPad

June 28, 2024

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

Re: Opinion No. 246  
Authority of Selectmen to Delegate the Approval of Driveway  
Permits to Staff

Dear Jim:

#### Background

Under date of June 24, 2024, you asked if the undersigned would opine on the ability of the Board of Selectmen to delegate the approval of driveway permits to staff. This inquiry is raised in connection with pending issues regarding driveway permits that have been approved by staff and/or denied by staff in the past. Bolton does have an ordinance regarding the issuance of driveway permits that was originally adopted in 1960, amended in April of 1982 and further amended in September of 1989. A provision of this ordinance pertinent to your inquiry follows:

No person or corporation shall install any driveway which connects with any such road until written application shall have been made to said Board (of Selectmen) for a permit therefore nor until such permit has been granted by said Board under such conditions as it shall deem equitable.

In the past several decades, the exact number of years unknown to this writer, driveway permits were submitted to the Town road superintendent who would approve, disapprove, and/or apply conditions regarding same. Apparently, there is no evidence that the Board of Selectmen had officially moved or resolved to shift this ministerial responsibility to the staff.

#### Discussion

In connection with this inquiry, I have reviewed the Bolton Town Charter, Bolton Ordinances, and the Connecticut General Statutes.

Section 1.3 of Bolton's Charter provides that the Town shall have all powers granted by this Charter and:

This Charter shall be the organic law of the Town in the administration of local affairs.

Section 5.1 provides that the Board of Selectmen "...shall have the powers and duties hereinafter conferred by this Charter...".

Section 5.1B. provides:

The Board of Selectmen, in addition to their other powers and duties set forth in this Charter shall have the following additional powers and duties:

7. Employ such staff, including professionals, and delegate to such staff such powers, duties and responsibilities, consistent with the provisions of this Charter, as the Board of Selectmen deems desirable for the purpose of carrying out the Board's duties and responsibilities; (emphasis added).

Hence, it is clear the Charter, the organic law of the Town, clearly empowers the Board of Selectmen to delegate duties and responsibilities to its staff as the Board of Selectmen in its judgment and, subject to its discretion, "deems desirable" for carrying out the purpose of the Board's duties and responsibilities. It is submitted that this power should be construed broadly. It therefore follows that notwithstanding the provisions of the ordinance quoted above, the Charter, a superior authority to an ordinance, does provide the Board of Selectmen with the authority to delegate the ministerial/administrative function of dealing with driveway permits.

It is submitted that the implied and historical delegation dealing with driveway permits to staff is consistent with the how the Bolton Board of Selectmen, a part-time Board, deals with administering and delegating other Charter designated functions including the purchase of supplies and materials, the maintenance of public buildings, parks, playgrounds, etc. It may have been practical at one time, including the 1960's when this ordinance was initially passed, for the Selectmen to be involved in issuing driveway permits. However, as the Town population grew and the complexities of governing increased, it was only logical for more efficient governing, for the Selectmen to delegate this administrative/ministerial function to staff.

### Conclusion

The Charter, as the Organic Law, is a superior authority to the ordinance and therefore trumps its provisions, thereby permitting the selectman to delegate the



Jim Rupert  
June 28, 2024  
Page 3

handling of driveway permits to Town staff. However, for clarity purposes, it is the undersigned's recommendation that the ordinance be amended so that this ambiguity will not arise in the future. Short of that, the Board of Selectmen, at a regularly scheduled meeting pursuant to an agenda item could pass a motion or a resolution providing for the delegation of dealing with the driveway permits to one or more positions of the staff.

Should this opinion engender further questions or comments, please do not hesitate to contact me.

Best regards.

Sincerely yours,

*Richard L. Barger*

Richard L. Barger

RLB/hjw

**Motion:**

Moved, that the Board of Selectmen delegate the review and approval of driveway permits to the Highway Foreman. The Highway Foreman shall seek advice from the local traffic authority or town engineer as necessary. In the absence of the Highway Foreman such authority is given to the Town Administrator who is also the local traffic authority.

FY2024 June 27, 2024	Adopted Budget	Revised Budget	Expense YTD	Balance	Encumbrance	Unexpended	% Expended	FY23	FY22	FY21
Administration	\$ 700,500.00	\$ 700,500.00	\$ 604,417.23	\$ 96,082.77	\$ 13,387.64	\$ 82,695.13	88.19%	72.83%	69.34%	81.80%
Board of Finance	\$ 2,450.00	\$ 2,450.00	\$ 1,375.00	\$ 1,075.00	\$ 144.80	\$ 930.20	62.03%	97.68%	81.01%	79.53%
Financial Administration	\$ 240,308.00	\$ 240,308.00	\$ 228,914.05	\$ 11,393.95	\$ 237.08	\$ 11,156.87	95.36%	86.20%	86.28%	64.29%
Auditing	\$ 45,000.00	\$ 45,000.00	\$ 24,500.00	\$ 20,500.00	\$ -	\$ 20,500.00	54.44%	81.03%	73.58%	77.36%
Assessor	\$ 160,971.00	\$ 160,971.00	\$ 150,001.22	\$ 10,969.78	\$ -	\$ 10,969.78	93.19%	92.49%	82.21%	87.81%
Tax Collector	\$ 94,912.00	\$ 94,912.00	\$ 84,348.18	\$ 10,563.82	\$ 3,174.75	\$ 7,389.07	92.21%	84.53%	87.26%	85.94%
Fringe Benefits	\$ 1,071,100.00	\$ 1,048,667.00	\$ 997,106.07	\$ 51,560.93	\$ -	\$ 51,560.93	95.08%	86.21%	86.74%	79.26%
Town Clerk	\$ 141,440.00	\$ 141,440.00	\$ 138,260.82	\$ 3,179.18	\$ 740.00	\$ 2,439.18	98.28%	89.87%	90.46%	89.71%
Land Use	\$ 386,837.00	\$ 370,337.00	\$ 338,874.24	\$ 31,462.76	\$ 2,965.83	\$ 28,496.93	92.31%	80.16%	73.41%	86.82%
Planning & Zoning	\$ 4,205.00	\$ 4,205.00	\$ 1,749.93	\$ 2,455.07	\$ 589.40	\$ 1,865.67	55.63%	58.11%	73.38%	30.36%
Zoning Board of Appeals	\$ 1,650.00	\$ 1,650.00	\$ 781.93	\$ 868.07	\$ -	\$ 868.07	47.39%	56.97%	42.29%	10.67%
Property Insurance	\$ 155,000.00	\$ 155,000.00	\$ 113,029.83	\$ 41,970.17	\$ -	\$ 41,970.17	72.92%	69.85%	72.71%	78.32%
Probate	\$ 7,258.00	\$ 7,258.00	\$ 6,059.00	\$ 1,199.00	\$ -	\$ 1,199.00	83.48%	94.92%	100.00%	10.00%
Inlands/Wetlands	\$ 2,235.00	\$ 2,235.00	\$ 1,088.69	\$ 1,146.31	\$ -	\$ 1,146.31	48.71%	30.40%	34.79%	24.38%
Economic Development	\$ 2,500.00	\$ 2,500.00	\$ 2,000.00	\$ 500.00	\$ -	\$ 500.00	80.00%			
Elections	\$ 67,830.00	\$ 67,830.00	\$ 55,756.74	\$ 12,073.26	\$ 1,146.24	\$ 10,927.02	83.89%	70.15%	63.38%	70.69%
Police	\$ 311,300.00	\$ 311,300.00	\$ 1,666.69	\$ 309,633.31	\$ -	\$ 309,633.31	0.54%	0.39%	9.77%	1.71%
Fire Commission	\$ 257,981.00	\$ 252,981.00	\$ 225,081.00	\$ 27,900.00	\$ 18,400.50	\$ 9,499.50	96.24%	77.17%	70.27%	86.11%
Animal Control	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ -	\$ -	\$ -	100.00%	96.77%	100.00%	100.00%
Fire Marshal	\$ 32,000.00	\$ 32,000.00	\$ 22,714.89	\$ 9,285.11	\$ 964.49	\$ 8,320.62	74.00%	53.68%	65.51%	39.64%
Emergency Management	\$ 11,000.00	\$ 11,000.00	\$ 5,472.18	\$ 5,527.82	\$ -	\$ 5,527.82	49.75%	66.48%	71.76%	76.72%
Highways and Streets	\$ 1,067,767.00	\$ 1,033,528.26	\$ 819,448.88	\$ 214,079.38	\$ 20,660.72	\$ 193,418.66	81.29%	91.12%	89.29%	87.00%
Public Building Commission	\$ 4,100.00	\$ 4,100.00	\$ -	\$ 4,100.00	\$ -	\$ 4,100.00	0.00%	8.21%	15.39%	0.00%
Parks/Town Building Ops	\$ 826,719.00	\$ 826,719.00	\$ 745,066.14	\$ 81,652.86	\$ 8,337.13	\$ 73,315.73	91.13%	81.58%	82.37%	78.15%
Public Health Admin	\$ 28,409.00	\$ 28,534.00	\$ 28,533.04	\$ 0.96	\$ -	\$ 0.96	100.00%	97.01%	99.89%	93.54%
Veterans' Commission	\$ 600.00	\$ 600.00	\$ -	\$ 600.00	\$ -	\$ 600.00	0.00%			
Seniors / Social Services	\$ 175,469.00	\$ 175,344.00	\$ 158,152.19	\$ 17,191.81	\$ 1,156.63	\$ 16,035.18	90.86%	81.79%	88.44%	72.36%
Library	\$ 307,561.00	\$ 307,561.00	\$ 284,525.78	\$ 23,035.22	\$ 2,687.80	\$ 20,347.42	93.38%	88.81%	88.89%	89.34%
Recreation	\$ 11,144.00	\$ 11,144.00	\$ 11,144.00	\$ -	\$ -	\$ -	100.00%			
Conservation	\$ 2,105.00	\$ 2,105.00	\$ 2,035.00	\$ 70.00	\$ -	\$ 70.00	96.67%	71.02%	76.48%	76.31%
Waste Collection	\$ 597,230.00	\$ 656,968.74	\$ 629,864.70	\$ 27,104.04	\$ 1,400.00	\$ 25,704.04	96.09%	91.50%	88.36%	83.25%
<b>Totals</b>	<b>\$ 6,724,081.00</b>	<b>\$ 6,705,648.00</b>	<b>\$ 5,688,467.42</b>	<b>\$ 1,017,180.58</b>	<b>\$ 75,993.01</b>	<b>\$ 941,187.57</b>	<b>86.00%</b>	<b>69.56%</b>	<b>66.18%</b>	<b>78.83%</b>

Department that will be underbudgeted

The difference between Adopted and Revised Budget is \$18,433. This is the money that was moved to Capital Improvement to pay for additional items needed for the new fire truck.

**TAX COLLECTOR  
5.31.24**

	ADOPTED	REVISED	COLLECTIONS YTD	REFUNDS	RETURNED PAYMENTS	TAX COLL. TRANSFERS	NET COLLECTION 5.31.24	PERCENTAGE
								COLLECTED FY 24 BUDGET
CURRENT YR. LEVY	\$ 17,614,056.00	\$ 17,800,000.00	\$ 17,872,506.46	\$ (9,250.19)	\$ (54,055.90)	\$ 855.12	\$ 17,810,055.49	100.06%
MOTOR VEHICLE	\$ 1,787,741.00	\$ 1,787,741.00	\$ 1,777,287.82	\$ (8,482.47)	\$ (638.17)	\$ 581.58	\$ 1,768,748.76	98.94%
SUPP. MV LEVY	\$ 195,000.00	\$ 195,000.00	\$ 186,865.02	\$ (476.99)	\$ -	\$ 389.37	\$ 186,777.40	95.78%
<b>SUB TOTAL</b>	<b>\$ 19,596,797.00</b>	<b>\$ 19,782,741.00</b>	<b>\$ 19,836,659.30</b>	<b>\$ (18,209.65)</b>	<b>\$ (54,694.07)</b>	<b>\$ 1,826.07</b>	<b>\$ 19,765,581.65</b>	<b>99.91%</b>
PRIOR YEARS	\$ 75,000.00	\$ 137,000.00	\$ 155,552.31	\$ (1,895.97)	\$ -	\$ (1,821.72)	\$ 151,834.62	110.83%
INTEREST & FEES	\$ 55,000.00	\$ 71,000.00	\$ 83,490.24	\$ (64.90)	\$ (12.74)	\$ (4.35)	\$ 83,408.25	117.48%
<b>TOTAL</b>	<b>\$ 19,726,797.00</b>	<b>\$ 19,990,741.00</b>	<b>\$ 20,075,701.85</b>	<b>\$ (20,170.52)</b>	<b>\$ (54,706.81)</b>	<b>\$ 0.00</b>	<b>\$ 20,000,824.52</b>	<b>100.05%</b>

**PREVIOUS YEAR CURRENT YR LEVY COLLECTED**

7.31.2023	8.31.2023	9.30.2023	10.31.2023	11.30.2023	12.31.2023
80.73%	99.99%	100.34%	100.45%	100.54%	100.77%
1.31.2024	2.29.24	3.31.2024	4.30.2024	5.31.2024	6.30.2024
100.85%	100.92%	100.94%	100.96%	100.06%	
7.31.2022	8.31.2022	9.30.2022	10.31.2022	11.30.2022	12.31.2022
86.13%	99.24%	99.63%	100.92%	101.10%	101.25%
1.31.2023	2.28.2023	3.31.2023	4.30.2023	5.31.2023	6.30.2023
101.23%	101.29%	101.38%	99.98%	100.11%	100.11%

80.

**BUDGET TRANSFER REQUEST  
TO  
BOARD OF SELECTMEN**

BUDGET: Administration

Transfer \$ 10,000 from category Payroll to category Professional & Technical  
(within budget) from # 1005 - 041 - 4107 - 000000 - 51610 - 00000  
to # 1005 - 041 - 4107 - 000000 - 53300 - 00000

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

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

**Explanation:**

To cover costs associated with survey work fro Brandy Street drainage project.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

---

<u>Board of Selectmen</u>	<u>Approved</u>		<u>Comments:</u>
	Yes	No	
<u>Rodney Fournier</u>	___	___	
<u>Robert Morra</u>	___	___	
<u>Pam Sawyer</u>	___	___	
<u>Gwen Marrion</u>	___	___	
<u>Amanda Gordon</u>	___	___	
<u>Tim Sadler</u>	___	___	
<u>Mather Clarke</u>	___	___	

Date \_\_\_\_\_



7/2/2024  
June Highlights  
From the Town Administrator

- Participated in emergency statewide drill which focused on incidents that may occur during voting
- Narcan training for staff (16 staff members trained)
- Fire Extinguisher training staff (28 staff members trained)
- CPR/AED/Stop the Bleed training for staff (36 staff members trained)
- Town Staff BBQ
- Completed (CJIS) Criminal Justice Information System Audit
- Completed ordering supplies for SOR Opiate Grant
- Union contract negotiations completed
- Posting of/Interviews for/walk through and awarding of Contract for Notch Road completed
- Bid put out for ice cream vendor at Indian Notch - awarded to Ice Cream Sundae
- Posted job openings for:
  - Cemetery Maintenance Groundskeeper - hired 6/24/24
  - Senior Van Driver - still open
  - Library Page(s) - (2) hired 6/26/24
  - Highway Foreman - still open
- Worked with town attorney regarding HR issues
- Completed summer help files, background checks and all paperwork
- Worked with Yankee Street Fair church committee regarding permits and event parking

The Following Documents are  
For Information Purposes Only



**BUDGET TRANSFER REQUEST  
TO  
BOARD OF SELECTMEN**

BUDGET: Administration

Transfer \$ 5,000 from category Professional Educ. to category Professional & Technical  
(within budget) from # 1005-041-4107-000000-53200-00000  
to # 1005-041-4107-000000-53300-00000

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

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

Explanation: Lon Road plans and specifications for drainage work.

*Thomas de Ruyter* Signature  
Town Administrator Title  
6/26/2024 Date

<u>Board of Selectmen</u>	<u>Approved</u>		<u>Comments:</u>
	Yes	No	
<u>Rodney Fournier</u>	___	___	
<u>Robert Morra</u>	___	___	
<u>Pam Sawyer</u>	___	___	
<u>Gwen Marrion</u>	___	___	
<u>Amanda Gordon</u>	___	___	
<u>Tim Sadler</u>	___	___	
<u>Mather Clarke</u>	___	___	

Date \_\_\_\_\_

**BUDGET TRANSFER REQUEST  
TO  
BOARD OF SELECTMEN**

BUDGET: Administration

Transfer \$ 5,000 from category Equipment to category Professional & Technical  
 (within budget) from # 1 005-041 4107-000000 - 57300-00000  
 to # 1005 - 041 4107 - 000000 53300 - 000000

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

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

Explanation:

To install a new rack and switches at  
Natch Road Municipal Center in preparation for  
demolition.

*James M. Rypert* Signature  
Town Administrator Title  
6/26/2024 Date

<u>Board of Selectmen</u>	<u>Approved</u>		<u>Comments:</u>
	Yes	No	
<u>Rodney Fournier</u>	___	___	
<u>Robert Morra</u>	___	___	
<u>Pam Sawyer</u>	___	___	
<u>Gwen Marrion</u>	___	___	
<u>Amanda Gordon</u>	___	___	
<u>Tim Sadler</u>	___	___	
<u>Mather Clarke</u>	___	___	

Date \_\_\_\_\_

**BUDGET TRANSFER REQUEST  
TO  
BOARD OF SELECTMEN**

BUDGET: Library

Transfer \$ 1000.00 from category Library Materials to category Technical Services

(within budget) from # 1005 - 045 - 4501 - 000000 - 56400 - 00000

to # 1005 - 045 - 4501 - 000000 - 53520 - 00000

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

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

from # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - 000000 - \_\_\_\_\_ - 00000

to # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - 000000 - \_\_\_\_\_ - 00000

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

Explanation: For Constant Contact (reimburse to Selectmen's Office) and quarterly copier user fees.

*[Signature]*  
 \_\_\_\_\_ Administrative Officer  
 \_\_\_\_\_ Date

Board of Selectmen

Approved

Comments:

	Yes	No
<u>Robert Morra</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Pam Sawyer</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Timothy Sadler</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Mather Clarke</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Amanda Gordon</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Gwen Marrion</u>	<input type="checkbox"/>	<input type="checkbox"/>

Date \_\_\_\_\_

**BUDGET TRANSFER REQUEST  
TO  
BOARD OF SELECTMEN**

BUDGET: Town Clerk

Transfer \$ 44 from category Dues & Fees to category PAYROLL

(within budget) from #1005-041-4147-000000-58100-00000

to #1005-041-4147-000000-51510-00000

Transfer \$ 4 from Budget \_\_\_\_\_ to Budget \_\_\_\_\_

from category Dues & Fee to category Office Supplies

from #1005-041-4147-000000-58100-00000

to #1005-041-4147-000000-56120-00000

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

Explanation: \$44 is due to shortfall in Payroll - cover Cindy  
\$ 4 is due to Shortfall from order of Dog Paper needed for licenses. The shipping put my budget over by small amount.

Elizabeth C. Waters Signature  
Town Clerk Title  
6/26/24 Date

Board of Selectmen

Approved

Comments:

Yes No

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Town Clerk  
6/27/24  
(10)

Date \_\_\_\_\_

BUDGET TRANSFER REQUEST  
TO  
BOARD OF SELECTMEN

BUDGET: Highway

Transfer \$ 45.00 from category Rep. + Maint. Supplies to category Supplies

(within budget) from # 1005-043-4303-000000-56100-00000  
to # 1005-043-4303-000000-56010-00000

Transfer \$ \_\_\_\_\_ from Budget \_\_\_\_\_ to Budget \_\_\_\_\_  
from category \_\_\_\_\_ to category \_\_\_\_\_  
from # \_\_\_\_\_ - \_\_\_\_\_ - 000000 - \_\_\_\_\_ - 000000  
to # \_\_\_\_\_ - \_\_\_\_\_ - 000000 - \_\_\_\_\_ - 000000

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

Explanation: To cover the cost of drinking water for May and June.

James M. Repert  
Signature  
\_\_\_\_\_  
Title  
6/27/25  
Date  
(M)

<u>Board of Selectmen</u>	<u>Approved</u>		<u>Comments:</u>
	Yes	No	
_____	___	___	
_____	___	___	
_____	___	___	
_____	___	___	
_____	___	___	

Date \_\_\_\_\_



# Town of Bolton

222 BOLTON CENTER ROAD • BOLTON, CT 06043

Assessors Office  
(860) 649-8066 Phone  
(860) 643-0021 Fax

To: Board of Selectman  
From: Bolton Assessor's Office, Kara Fishman, Assessor  
Date: June 25, 2024  
Topic: Tax Assessment-Changes from the 2024 Regular Legislative Session

**Note that these changes do not include anything passed in the Special Session held 6/26 & 27, 2024.**

## PA 24-26

Establishes new subsection CGS 12-81(83): AN ACT ESTABLISHING A PROPERTY TAX EXEMPTION FOR VETERANS WHO HAVE A SERVICE-CONNECTED PERMANENT AND TOTAL DISABILITY RATING.

Resident veterans with a service-connected permanent and total disability rating of 100% from the VA will receive an automatic tax exemption on their residence, to include the dwelling, house lot and any non-commercial outbuildings in the curtilage area, that is, the area surrounding a dwelling-house that includes the grounds and outbuildings immediately surrounding it.\*

If the veteran does not own his or her dwelling, the 100% exemption will apply to a motor vehicle. If the veteran owns more than one vehicle, the exemption will be applied to the vehicle with the highest assessed value.

The exemption will be effective if the dwelling or motor vehicle is in a spouse's name.

Veterans with a 100% rating will automatically receive the exemption. Veterans with a change in their percentage rating should bring the new rating letter to the Assessor's Office.

The exemption carries over to the surviving spouse so long as the spouse remains unmarried.

Veterans that have not been able to file their 100% rating letter, have up to one year from their receipt of the letter to apply for the exemption. It can be granted retroactively for up to 3 years, starting with the assessment date that follows the disability determination date.

\* "The enclosed space of ground and buildings immediately surrounding a dwelling-house. In its most comprehensive and proper legal signification, it includes all that space of ground and

*buildings thereon which is usually enclosed within the general fence immediately surrounding a principal messuage and outbuildings, and yard closely adjoining to a dwelling-house, but it may be large enough for cattle to be levant and couchant therein."* The Law Dictionary, <https://thelawdictionary.org/curtilage/>, accessed 6/25/2024 at 1:05 pm.

Section

#### **PA 24-55**

Replaces CGS 29-265d - Owners of properties with a concrete foundation adjustment must be notified that their property will be revalued along with all other properties in town.

#### **PA 24-70**

Modifies CGS 12-107c & e – An owner, the BAA or an Assessor can request an advisory opinion from the Commissioner of Agriculture pursuant to the designation of farmland and open space. Section If the advisory opinion indicates that the land of interest constitutes farmland or open space, it is. THIS CHANGE MAKES THE ADVISORY OPINION INTO A MANDATORY ONE.

#### **PA 24-132**

Modifies CGS 12-62c(a)(1) - Changes phase-in revaluation minimal annual percentage from 25% to 20%.

#### **PA 24-151**

##### Section 70

Modifies CGS 12-91(b) – Increases the local option additional farm machinery exemption from 100,000 assessment to 250,000. BOLTON DOES NOT HAVE OPTION.

Modifies CGS 12-91(c) - Increases the local option farm building exemption from 100,000 assessment per building to 500,000. BOLTON DOES HAVE THIS ORDINANCE. See the attached.

##### Section 71

Establishes new section:

“Any municipality may, upon approval by its legislative body or, in a municipality where the legislative body is a town meeting, by vote of the board of selectmen, provide an exemption from property tax of not less than five per cent and not more than thirty-five per cent of the assessed value, for owner-occupied dwellings, including condominiums, as defined in section 47-68a of the general statutes, and units in a common interest community, as defined in section 47-202 of the general statutes, that are the primary residences of such owners and consist of not more than two units.” THIS IS AN OPTIONAL PARTIAL HOMESTEAD EXEMPTION.



# Property Tax Exemption For Buildings Used in Farming

Adopted by the Board of Selectmen: March 1, 2011

Published: The Hartford Courant, March 8, 2011

Effective Date: April 7, 2011

**Tax Exemption: PROPERTY TAX EXEMPTION FOR BUILDINGS USED IN FARMING**

Section 1. Pursuant to the authority granted under C.G.S. § 12-91(c), as amended, any building used actually and exclusively in farming, as defined in C.G.S. § 1-1, upon proper application being made in accordance with this section, shall be exempt from property tax to the extent of an assessed value of not more than one hundred thousand dollars (\$100,000.00).

Section 2. This exemption shall not apply to any buildings used for residential purposes on any farm. Should an accessory building be used as an outhouse, cabana, or any such purpose on a farm, the exemption would not apply.

Section 3. Annually, within thirty (30) days after the assessment date, each individual farmer, group of farmers, partnership or corporation shall make written application for the exemption provided in Section 1 of this ordinance to the assessor, including therewith a notarized affidavit certifying that such farmer, individually or as part of a group, partnership or corporation, derived at least fifteen thousand dollars (\$15,000.00) in gross sales from such farming operation, or incurred at least fifteen thousand dollars (\$15,000.00) in expenses related to such farming operation, with respect to the most recently completed taxable year of such farmer prior to the commencement of the assessment year for which such application is made, on forms prescribed by the commissioner of agriculture. Failure to file such application in said manner and form within the time limit prescribed shall be considered a waiver of the right to such exemption for the assessment year.

Section 4. This ordinance shall apply to the Grand List of the Town of Bolton October 1, 2011 and subsequent years.