



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION
DISTRICT I



1107 CROMWELL AVENUE
ROCKY HILL, CONNECTICUT 06067
PHONE: (860) 258-4502

January 31, 2024

VIA-EMAIL

Ms. Kathy McCavanagh, Assistant Town Administrator
hr@boltonct.gov
222 Bolton Center Road
Bolton, CT 06043

Dear Ms. McCavanagh:

Subject: Tentative Vendor-in-Place Paving Program
2024 Construction Season
State of Connecticut-District 1

This letter is to advise you of the Department of Transportation (Department) tentative Vendor-In-Place Paving Program scheduled for the 2024 construction season.

The routes on the enclosed list indicate the tentative sections of state highways selected for resurfacing in your community. In some cases, a situation may develop causing adjustments to the selected projects.

Incidental rehabilitative activities are included in projects of this nature. This may include roadway drainage revisions, selected termini roadway reclamation, replacement of obsolete protective fences with metal guiderails, sign replacement, minor geometric revisions, and any other items that promote safe traveling conditions.

We respectfully request that you provide copies of this notification letter to the various departments within your administration that may be affected by this work; particularly Public Works, Engineering, Sewer, Police (Traffic Coordination) and others as may be applicable.

The Department also request information on any activities such as fairs, festivals, parades, etc., which may be planned within your municipality and would be adversely impacted by our work. Notification of such events will enable us to adjust our schedules to avoid conflicts.

If you have any further questions or concerns, please contact Mr. Steven Jamele, Transportation Maintenance Planner, at (860) 597-2157 or in writing to the Department of Transportation, 1107 Cromwell Avenue, Rocky Hill, Connecticut 06067, Steven.Jamele@ct.gov.

Very truly yours,

Daniel A. DiReinzo
Trans. District Maintenance Special
Services Section Manager
Bureau of Highway Operations

Attachments

TENTATIVE 2024 VIP RESURFACING PROGRAM INCLUDING SAFETY RELATED IMPROVEMENTS

DISTRICT 1

PMG	LL	RTE	TOWN(S)	TERMINI	BGN LOG MILES	END LOG MILES	LOG LENGTH	2-LANE MILES	CUM MILES
SECTION 11									
A	190	ENFIELD		EB EX TO SR 515 TO ENTRANCE TO ENFIELD PRO PARK	3.00	5.10	2.10	4.50	4.50
B	515	ENFIELD		PEARL ST. TO US 5 (ENFIELD ST.)	0.00	0.20	0.20	0.20	4.70
C	178	BLOOMFIELD	WINDSOR	ROUTE 189 (BLOOMFIELD AVE) TO ROUTE 159 (WINDSOR)	1.69	6.89	5.20	5.80	10.50
D	189	BLOOMFIELD		MILLS LA (No. 1) TO ROUTE 187 (BLUES HILLS AVE)	4.19	7.16	2.97	3.21	13.71
E	31	VERNON		ROUTE 74 (EAST MAIN ST.) TO ROUTE 30 (HARTFORD TPKE)	0.00	0.79	0.79	0.81	14.52
F	74	VERNON		ELLINGTON - VERNON TL TO BGN OVLP RTE 83	4.46	5.01	0.55	0.65	15.17
G	19	STAFFORD		CON TO HYDEVILLE RD TO MASS STATE LINE	2.97	6.99	4.02	4.02	19.19
H	32	STAFFORD		SPRING ST. TO ROUTE 319 (ORCUTTVILLE RD)	48.94	50.78	1.84	1.84	21.03
I	5	EAST HARTFORD	SOUTH WINDSOR	RANNEY ST. TO ROUTE 30 (ELLINGTON RD.)	36.39	38.63	2.24	5.11	26.14
J	32	MANSFIELD		WINDHAM-MANSFIELD TL TO ROUTE 275 (SOUTH EAGLE RD.)	31.09	35.62	4.53	4.53	30.67
K	SR 533	BOLTON		US 6 & US 44 (BOSTON TPKE) TO GOODWIN RD.	0.00	0.71	0.71	0.71	31.38

SECTION 11 TOTALS====>

25.15

31.38

SECTION 13

AA	10	CHESHIRE		ROUTE 42 (No. BROOKSVALE RD.) TO STONEY HILL RD.	15.95	18.76	2.81	3.49	3.49
BB	17	MIDDLETOWN		ROUTE 155 (RANDOLPH RD) TO SOUTH MAIN ST.	19.95	21.52	1.57	1.68	5.17
CC	66	MIDDLETOWN		ROUTE 3 (NEWFIELD ST) TO MAIN ST.	6.12	6.70	0.58	1.18	6.35
DD	160	GLASTONBURY		WEST/EAST BANK CT RIVER TO ROUTE 17 (MAIN ST.)	6.09	7.36	1.27	1.27	12.51
EE	71	MERIDEN		WALLINGFORD/MERIDEN TL TO WEST MAIN ST. No. 2	1.21	3.84	2.63	2.86	11.24
FF	177	PLAINVILLE	FARMINGTON	ROUTE 372 (WEST MAIN ST.) TO US 6 (SCOTT SWAMP RD)	1.56	4.14	2.58	3.40	15.91
GG	70	MERIDEN		NEW HANOVER AVE. TO ROUTE 71 OLD COLONY RD	10.16	10.92	0.76	0.76	7.11
HH	SR 424	WETHERSFIELD		ROUTE 175 (WELLS RD) TO END SR 424	0.00	0.86	0.86	0.86	19.63
II	SR 529	WEST HARTFORD	HARTFORD	ROUTE 173 (NEWINGTON RD) to NEWINGTON AVE	0.00	1.33	1.33	2.95	22.58
JJ	70	CHESHIRE		SR 801 (WATERBURY RD.) to E JCT OLD WATERBURY RD	0.00	0.79	0.79	1.27	8.38
KK	801	CHESHIRE		WATERBURY - CHESHIRE TL TO RTE 70 (WATERBURY)	2.22	2.61	0.39	0.44	18.77

**BOLTON BOARD OF SELECTMEN
REGULAR MEETING
7:00 PM, TUESDAY, JANUARY 2, 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, Amanda Gordon, Mather Clarke, Gwen Marrion, Tim Sadler, Pamela Sawyer

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), Rhea Klein, Sandra Pierog

Others Present In-Person: Jim Loersch, Sylvia Ounpuu, David Keating, Tatiana Keating, Barbara Amodio

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:
Jim Loersch of Brookfield Road commented that the town needs a new town hall. He believes the perfect location is at the old elementary school location. He said this current facility is obsolete.

Sandra Pierog reported that the Registrars met with the Board of Education (BOE). The BOE voted to change the current year calendar so there will be no school on April 2, 2024 so the Presidential Preference primary can be held at Bolton Center School (BCS) for District 1. She said federal law requires that the Presidential Preference primary and the Presidential election be held in the same location. That means, for District 1, that location will be BCS and District 2 will remain at St. Maurice Church. S. Pierog asked for an update on the status of the planning of the proposed trail to come through the Heritage Farm and down Brandy Street. She said, as a former First Selectman, she is opposed to delegating the approval of pistol permits to anyone other than the First Selectman. She said the First Selectman has knowledge of the community and the residents that are not shared by the Town Administrator or any other member of the BOS. Working with the Resident Trooper, she doubts the Town Administrator would have that kind of knowledge. S. Pierog noted there has been a lot of talk about the First Selectman’s salary and taking duties away from First Selectman is not the way to impress the community with the need to increase that salary. She commented that the costs of the pension and health insurance should be kept in mind when the BOS is looking at benefits. S. Pierog stated she believes a small increase of several thousand dollars would be appropriate for a First Selectman.

Sylvia Ounpuu of 48 Stonehedge Lane said she is representing Bike Walk Bolton (BWB) and read the following document into the record:

“In an effort to understand how we can reduce lane widths and improve safety for all road users on state roads in Bolton, Bike Walk Bolton attended the CT Bike Ped Advisory Board meeting on December 15, 2023 and requested information in the public comment section of the meeting.

We were referring specifically to Rte 44 in Bolton which has just been repainted with lane widths up to 17 feet in many sections.

Stephen Hall, Transportation Engineer at the CT DOT provided the following information:

- An updated Complete Streets Controlling Design Criteria went into effect 9/1/2023.
- The re-striping that recently occurred on Rt 44 was probably authorized before 9/1/2023, which explains why the DOT didn't reduce the lane widths. The next time re-striping occurs, the updated Complete Streets Criteria will apply. This will result in narrowed lanes and increased shoulder width on state roads.
- The updated Complete Streets Controlling Design Criteria applies for re-striping projects and does not require repaving to be part of the project.
- It is the responsibility of the DOT to execute the updated criteria on state roads, with no requirement that the towns request a change. The towns will be notified when DOT plans to make changes per the new criteria, but the towns cannot simply say they don't want the changes. If a town does not want the reduced lane widths, there must be a valid technical reason and the DOT Chief Engineer would need to approve a waiver.

Bike Walk Bolton hopes that the Town of Bolton will also apply the Complete Streets criteria on any new painting of town toads in Bolton wherever possible to improve the safety of all Bolton road users and reduce motorist speeding."

Barbara Amodio commented she never knows why the BOS cannot ask questions during public comment and where does a comment from public go from there. J. Rupert responded that a topic brought up during public comment could be put on a future agenda.

Dave and Tatiana Keating of 17 Brandy Street said they heard about sidewalks coming in and asked when that would happen.

3. Correspondence: No correspondence.

4. Approval of Minutes:

4.a Regular Meeting Minutes -December 5, 2023: The minutes of the December 5, 2023 regular meeting were amended as follows:

5.a A. Gordon proposed that the board could hear from ~~prior the~~ First Selectmen at the public hearing and suggested the board members consider tracking and documenting what they **do**, believing it is important **for town residents to understand the roles and responsibilities of the Board of Selectmen.** ~~to the future of Bolton.~~

P. Sawyer MOVED to approve the December 5, 2023 regular meeting minutes as amended. G. Marrion SECONDED. MOTION CARRIED 7:0:0.

4.b Special A/P Meeting Minutes–December 19, 2023: The minutes of the December 19, 2023 special meeting were amended as follows:

~~Responding to a question from A. Gordon, he said the total cost is less than renting the unit for three years.~~ **J. Butrymovich said the ramp would be about \$600 per month, which would equal \$21,600, which was actually less than the amount to purchase, but because of**

projecting to extend the lease beyond the three-years, it will end up being the more economical option.

R. Morra MOVED to approve the December 19, 2023 special meeting minutes as amended. T. Sadler SECONDED. MOTION CARRIED 6:0:1 with P. Sawyer abstaining.

5. Ongoing Business:

5.a Consider and Act on Giving the Town Administrator the Authorization to Perform Various Firearms Permitting and Administrative Functions:

J. Rupert reported he had spoken with the Town Attorney since the last meeting. The attorney is working on a clarifying memo which includes answering the question, does the Charter give the BOS the authority to delegate those types of activities.

P. Sawyer MOVED to table consideration and action on giving the Town Administrator the authorization to perform various firearms permitting and administrative functions to next month's regular meeting. R. Morra SECONDED. MOTION CARRIED 7:0:0.

5.b Consider and Act on changing BOS Meeting Date of October 8, 2024 to October 1, 2024:

P. Sawyer MOVED the Board of Selectmen change the BOS regular meeting date of October 8, 2024 to October 1, 2024. A. Gordon SECONDED. MOTION CARRIED 7:0:0.

6. New Business

6.a Consider and Act on the Grant for the Parking Lot near Munson's:

G. Marrion MOVED to re-apply for that grant. A. Gordon SECONDED.

G. Marrion provided background information on the prior grant application by the town to the Recreational Trail Program through the Department of Energy and Environmental Protection (DEEP). She said the grant was for the construction of a parking lot on Route 6 in order to gain access to 153 acres of open space owned by the town. The grant was submitted and the town did not receive the funding. G. Marrion said there is a new round of funding under the same program being offered. She acknowledged there are some concerns about this location. She described the location of the proposed 6 to 8 car parking lot and said not a lot of heavy construction would have to be done.

Discussion followed regarding the safety of cars entering and exiting the parking lot and possible options.

P. Sawyer MOVED to table consideration and action on the grant for the parking lot near Munson's to the next meeting with the desire to have outreach to the State Traffic Commission to look at this particular item. R. Morra SECONDED. MOTION CARRIED 7:0:0.

No action taken.

7. Reports and Updates:

7.a Properties and Facilities Administrator Report: J. Rupert reported the ramp for the town hall annex building is scheduled to be installed this week and work is continuing for computer and internet connectivity.

R. Morra commented that the prior BOS hired Landie Construction to do the walkway and then extended the contract to have them complete the work on the trail. J. Rupert explained there were two different projects that was not made clear in the minutes. He asked the BOS to consider a clarifying motion. The two actions taken were initially for Landie Construction to do the drainage work for the amount of \$19,850. The BOS later discussed that they would like Landie Construction to finish the trail in the amount of \$17,000. J. Rupert said there was a bid waiver for both projects. There was also a bid waiver for the purchasing of stone. The clarifying motion would allow Landie Construction to be paid for the initial project for the drainage work.

R. Morra MOVED that the Board of Selectmen approve the \$19,850 to Landie Construction for completion of the drainage work as part of the Connectivity Trail and waiving the bid process for such. G. Marrion SECONDED. MOTION CARRIED 4:0:3 with A. Gordon, G. Marrion and M. Clarke abstaining.

7.b FY 24 Budget Report: J. Rupert reported the tax collection report indicates the town is right on track with the tax collection rate as of 11/30/2023. He noted the Tax Collector does an amazing job. He reported he is watching the waste collection budget and is concerned there may be some underbudget there, partially due to higher disposal costs and fluctuations in the commodities market for recyclables. All other categories within the budget are on track.

7.c A/P Report:

P. Sawyer MOVED that the Board of Selectmen accept the A/P report as presented. R. Morra SECONDED. MOTION CARRIED 7:0:0.

7.d Budget Transfers:

P. Sawyer MOVED that the Board of Selectmen approve a \$3,500 budget transfer from category Repairs to category Fire Service Maintenance in the Fire Commission budget. R. Morra SECONDED. MOTION CARRIED 7:0:0.

8. First Selectman's Report:

R. Fournier reported he participated in a meeting with the Registrars of Voters and ROV will be moving into the annex building where they will conduct early voting. He said he attended a press conference at the firehouse announcing a bill passed by the U. S. Congress dubbed the Sargeant First Class Michael Clark TRICARE Reservist Parity Act. Sargent 1st Class Clark, from Bolton, was killed during a training exercise in 2022 while serving in the U.S. Army Reserve. The families of those who die while training within the U.S. Army Reserve and the National Guard will now receive the same health benefits as those received by the families of active-duty soldiers.

9. Administrative Officer's Report :

10.a Monthly Report:

Highlights from J. Rupert's report include:

- Interviews were conducted for Fire Marshal, Assistant Building Official and Library I position and offers are being finalized
- There was storm damage heavy impact from recent December storm (trees down, power outages)
- FOIA training was conducted on 12/14
- Web EOC training was conducted for the Selectman's office staff

- The Emergency Operations Plan (EOP) was updated to meet new guidelines from Homeland Security
- UCONN Technical Assistance for Brownfields (TAB) presentation on the re-use of the Notch Road space. When available, a copy of the presentation will be shared with the BOS
- Information has been posted for the farm lease at the Heritage Farm
- J. Rupert met with the Town of Vernon mayor and Town Administrator along with Friends of Bolton Lake to discuss the drawdown policy of the Bolton Lakes and Bolton watershed. He acknowledged the Friends of Bolton Lake, made up of persons from Bolton and Vernon, for all their volunteer work on all three lakes. He said they are a tremendous asset looking out for the lakes.

9.b Other: J. Rupert commented that, at the last meeting, G. Marrion brought up the idea of having a workshop meeting for members to come together to see if they have common goals and ideas the BOS would like to work on. He said this would be a public meeting with an agenda and available to the public. He said the members have to determine when and where this workshop would occur and decide if they would like to have a facilitator.

J. Rupert reported the Town Engineer walked the Heritage Farm site with G. Marrion and put forth some ideas on how to traverse that property. He noted there have been several meetings with those who have concerns to try to address those concerns. After a setback from an injury, a draftsman from Nathan L. Jacobson and Associates is wrapping up the plans so the town can hold a second informational meeting.

The consensus of the board was to schedule the next A/P meeting for Tuesday, January 16, 2024 at 6:00 p.m.

10. Adjournment: P. Sawyer MOVED to adjourn the meeting at 8:47 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, JANUARY 16, 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, Tim Sadler, Amanda Gordon

Board of Selectmen Members Present Via Zoom: Pamela Sawyer

Staff Present In-Person: Town Administrator James Rupert, Highway Foreman Shawn Bailey, Buildings and Grounds Supervisor John Butrymovich

Staff Present Via Zoom: Recording Secretary Linda H. McDonald

1. **Call to Order:** R. Fournier called the meeting to order at 6:05 p.m.
2. **Consider and Act on the A/P Report:**
P. Sawyer MOVED to accept the A/P report as presented. A. Gordon SECONDED. MOTION CARRIED 7:0:0.
3. **Consider and Act on Budget Transfers:**
T. Sadler MOVED to approve the transfer of \$5,976 from the Tree Trimming category to the Equipment New category in the Highway budget P. Sawyer SECONDED. MOTION CARRIED 7:0:0.
4. **Consider and Act on Rose Farm Lease Winning Bid:**
J. Rupert said two bids were received for the two-year lease of the hay ground at Rose Farm; Leonard Giglio (Rockland Farm LLC) in the amount of \$5,126 per year and Kyle Paggioli in the amount of \$3,635 per year. He noted that both parties were aware of the reduction of acreage available for hay ground due to the future installation of a community septic system.

G. Marrion MOVED to award the bid for the Rose Farmland two-year lease of the hay ground from 1/31/2024 – 12/31/2025 to Leonard Giglio (Rockland Farm LLC) in the amount of \$5,126 per year. P. Sawyer SECONDED. MOTION CARRIED 7:0:0.
5. **Adjournment:** R. Morra MOVED to adjourn the meeting at 6:25 p.m. A. Gordon 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
Budget Workshop #1
TUESDAY, JANUARY 16, 2024
Immediately following BOS Special A/P Meeting
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, Tim Sadler, Amanda Gordon
Board of Selectmen Members Absent: Pamela Sawyer

Staff Present In-Person: Town Administrator James Rupert, Highway Foreman Shawn Bailey, Buildings and Grounds Supervisor John Butrymovich
Staff Present Via Zoom: Recording Secretary Linda H. McDonald

1. **Call to Order:** R. Fournier called the meeting to order at 6:30 p.m.
2. **Budgets:**
 - Town Building Operations:**
J. Butrymovich presented the requested FY2024-2025 town building operations budget, explaining increases and reductions in the line items. He and J. Rupert answered questions from the board members.
 - Highway:**
S. Bailey presented the requested FY2024-2025 highway department budget, explaining increases and reductions in the line items. He, J. Butrymovich and J. Rupert answered questions from the board members.
3. **Adjournment:** R. Morra MOVED to adjourn the meeting at 7:14 p.m. M. Clarke 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.

**BOLTON BOARD OF SELECTMEN
Special Meeting & Budget Workshop #2
6:30 p.m. TUESDAY, JANUARY 23, 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, Amanda Gordon, Pamela Sawyer (7:11 p.m.)

Board of Selectmen Members Absent: Tim Sadler

Staff Present In-Person: Town Administrator James Rupert, Tax Collector Lori Bushnell, Library Director Elizabeth Thornton

Staff Present Via Zoom: Recording Secretary Linda H. McDonald, Finance Director Jill Collins

Others Present In-Person: Fire Commission Chairman John Morianos, Fire Chief Bruce Dixon (7:10 p.m.), Library Board of Directors Chair Rebecca Holliman, Deputy Chief Matthew Perriera, and others

Others Present Via Zoom: Library Board of Directors member Dorothy Neil, Jim Loersch, Fire Lieutenant Jason Vincent, Assistant Fire Chief Michael Eremita (6:43 p.m.), Robert Neil

- 1. **Call to Order:** R. Fournier called the meeting to order at 6:32 p.m.
- 2. **Consider and Act on Call for Town Meeting:** R. Fournier read the call for Special Meeting into the record as follows:

The legal voters of the Town of Bolton are hereby warned and notified to meet in the Special Town Meeting at the Town Hall, 222 Bolton Center Road, on Tuesday, February 6, 2024, at 6:30 P.M. for the following purposes:

- 1. To authorize the approval of the remaining funds from the 2017 borrowing allocation for the Board of Education projects at the Bolton Center School, according to Section (a)(iv) of the approved resolution of the town meeting on January 25, 2017, for the purposes of the replacement of the cafeteria kitchen stove, energy management system, and lockers, to the extent of the remaining available funds continue to be available for those approved purposes through December 31, 2024.

Dated at Bolton, Connecticut, this 23rd day of January 2024.

R. Morra MOVED the Board of Selectmen approve the call for special town meeting. A. Gordon SECONDED.

J. Rupert explained the BOE has used up most the money for approved projects and did get an extension last year through the end of this fiscal year. The BOE found, if they do the HVAC project before the end of June, they will have to pay some of the money for overtime. J. Rupert said the money for the approved HVAC project would go further if the work were done during the summer so work could be done during the day. The BOE has asked the BOS to consider taking this to town meeting to have the voters allow them to do this and use any

remaining funds for approved purposes through December 31, 2024. J. Collins said the BOE was given a time limit for the projects which has expired and are asking for an extension. She noted this is bonded money and cannot just be used for anything.
MOTION CARRIED 5:0:0.

3. Consider and Act on Date for Town Meeting:

A. Gordon MOVED to set the date for a Special Town Meeting at the Town Hall, 222 Bolton Center Road, for Tuesday, February 6, 2024 for the call that was previously read. R. Morra SECONDED. MOTION CARRIED 5:0:0.

4. Discussion and Possible Action for BOS Retreat: Discussion followed on finding a facilitator for the retreat, possibly scheduled for the second or third Saturday in March. Further discussion and possible action was tabled to the next meeting.

5. Budgets:

- **Tax**

Tax Collector Lori Bushnell presented the requested FY2024-2025 Tax Collector budget. The only increase is in negotiated salary. She answered questions from the board members.

- **Library**

Library Director Elizabeth Thornton presented the requested FY2024-2025 Library budget. The main increases are in payroll, to cover possible contract negotiated salaries and other contracts, anticipated overage in the copier contract. She answered questions from the board members and staff.

- **Fire Commission**

Presenting the requested FY2024-2025 Fire Commission budget, Chief Bruce Dixon explained the fire department has seen a lack of volunteers in the last two years. He said many of the fire department volunteers work during the day and are unavailable for calls. In addition, over the last few years, a number of the volunteer members have been hired in paid fire departments or ambulance services. He presented two options for the Personnel budget category, both of which include requests for additional monies.

Option 1 is a proposal for a package that compensates the Fire Chief and other officers and rewards members with certifications in Firefighting, EMS and/or TIM to respond to more emergency calls for service.

Option 2 includes the Option 1 proposal with the addition of two paid firefighters with EMT certifications to handle emergencies during the day as well as being tasked to handle a lot of the in-house maintenance associated with the fire house building and detailed fire/rescue/medical equipment and vehicle checks. Chief Dixon answered questions from the board members and staff.

6. Adjournment: A. Gordon MOVED to adjourn the meeting at 8:14 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.

BOLTON BOARD OF SELECTMEN
Special Meeting & Budget Workshop #3
6:15 p.m. TUESDAY, JANUARY 30, 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, Tim Sadler, Amanda Gordon (6:22 p.m.), Mather Clarke (6:26 p.m.)

Staff Present In-Person: Town Administrator James Rupert, Senior and Social Services Director Carrie Concatelli, Tax Assessor Kara Fishman (7:27 p.m.)

Staff Present Via Zoom: Recording Secretary Linda H. McDonald, Finance Director Jill Collins, Town Clerk Elizabeth Waters (6:32 p.m.)

1. **Call to Order:** R. Fournier called the meeting to order at 6:17 p.m.

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

P. Sawyer MOVED the Board of Selectmen accept the A/P report as presented. R. Morra SECONDED. J. Rupert answered questions from the board members. MOTION CARRIED 6:0:0.

3. **Consider and Act on Budget Transfers:**

P. Sawyer MOVED the Board of Selectmen approve the transfer of \$3,500 from the Repairs category to the Fire Security Maintenance category in the Fire Commission budget. She withdrew her motion as this transfer was already approved.

P. Sawyer MOVED the Board of Selectmen approve the transfer of \$6,000 from the Uniforms category to the Fire Security Maintenance category in the Fire Commission budget. R. Morra SECONDED. MOTION CARRIED 6:0:0.

4. **Discussion and Possible Action for BOS Retreat:**

J. Rupert said former Coventry Town Manager John Elsesser would facilitate the meeting and discussed his fees. Discussion followed on whether to pursue a facilitator for the retreat and in what capacity. J. Rupert said he believes the purpose of the retreat is for the members to find common ground and determine what are the goals for the next two years.

A. Gordon MOVED that the Board of Selectmen authorize up to \$1,200 for the purpose of a Board of Selectmen retreat and authorize the Town Administrator work to schedule a retreat with John Elsesser and that the Board of Selectmen schedule a special meeting or add to a future meeting's agenda to set the agenda for said retreat. R. Morra SECONDED. 7:0:0.

P. Sawyer said she would like to see the motion split for a vote, one for setting the meeting and setting the agenda and the second for hiring a facilitator.

A. Gordon amended her prior motion and MOVED that the Board of Selectmen authorize the Town Administrator to spend up to \$1,200 to hire a consultant for the purposes of a strategic planning meeting and to work with that consultant to set a meeting date that works for the board. M. Clarke SECONDED. MOTION CARRIED 5:2:0 with R. Fournier and P. Sawyer against.

A. Gordon MOVED that the Board of Selectmen set aside time on an agenda of a regular meeting or set a special meeting date to discuss and set the agenda for this retreat. P. Sawyer SECONDED. MOTION CARRIED 7:0:0.

5. **Budgets:**

- **Senior Social Services/ Public Health:**

Senior and Social Services Director Carrie Concatelli presented the requested FY2024-2025 Senior Social Services/ Public Health budgets. Her proposed budget includes pay increases for the per diem van drivers and an increase in the Repairs and Maintenance Services category as the vehicles are getting older and have high mileage. She answered questions from the board members.

P. Sawyer asked that a future agenda include discussion on how to make it more attractive for the van drivers to get their CDL.

C. Concatelli presented the Public Health budget. This budget is Bolton's contribution to the EHHD health district and the amount is set according to the per capita of the town.

- **Town Clerk:**

Town Clerk Elizabeth Waters presented the requested FY2024-2025 Town Clerk budget. She answered questions from the board members.

- **Assessor:**

Tax Assessor Kara Fishman presented the requested FY2024-2025 Assessor budget. She answered questions from the board members.

6. **Adjournment:** P. Sawyer MOVED to adjourn the meeting at 7:45 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 Heritage Farm Business Plan

Update: February 2024

On February 4, 2020, the Bolton Board of Selectmen [BOS] unanimously approved the Business Plan submitted by the Bolton Heritage Farm Commission [BHFC], and requested periodic updates. This document is intended to outline progress made at the farm since the original plan was approved.

During the months after the Business Plan was approved, the BHFC applied for and was awarded a Survey and Planning grant from the State Historic Preservation Office [SHPO] to create a Master Site Development Plan for the farm. The goal was to establish a phased approach to development of the farm for expanded public use, with an eye towards increased financial contributions to assist with the maintenance of the property. Nelson Edwards Architects was the lead consultant, with assistance from Elmore Design Collaborative, Public Archaeology Survey Team [PAST] and GNCB Consulting Engineers. The BHFC was charged with discovering and interviewing colleague properties - venues around the state that developed public space for educational, social, historic and other uses from historic homes, barns and farms. The design team researched the Heritage Farm property with guidance from the colleague interviews, determined the best alternatives for future development, and suggested phased tasks and sources of potential funding to accomplish them.

The Bolton Heritage Farm Master Plan for Site Development was presented to the BOS on June 7, 2022 and was formally approved in August of that year. The plan is posted on the town's website under the BHFC tab. It will hopefully become the guide for all future development opportunities at the farm.

Subsequent to these efforts, several grant opportunities were sought for specific improvements in keeping with the plan's recommendations. In 2023, the town was awarded \$1.5MM to create walkable connectivity between the Town Hall, the Heritage Farm and Bolton High School. Funding for this initiative was provided by LOTCIP - Local Transportation Capital Improvement Program, a Capitol Region Council of Governments [CCROG] program administered through the Department of Transportation. Design work is continuing on the path to and through the farm; a public hearing will be held prior to formal approval and construction can begin. The Master Site Plan of Development Design Team has offered their services to consult on the areas affecting the farm, a copy of their proposal is attached to this update report. The implementation of the connectivity path will have major implications for the development of the farm

site, including to handicapped access to the existing barn and to-be-built sanitation building, handicapped parking areas, parking lot improvements, driveway access improvements, and event space development, including catering access areas. We strongly urge the BOS to consider utilizing these consultants and their research prior to finalizing design where it impacts the farm.

In anticipation of the 250th anniversary of the War for Independence in 2026, the National Park Service [NPS] is creating a national historic trail following Rochambeau's march from Newport to Yorktown in 1781. To advertise the Washington Rochambeau [WARO] trail, NPS awarded the town of Bolton a grant to create Interpretive Signage for the farm to celebrate the Revolutionary era relationship with the French government, as the farm is Camp #5 in CT along this route. Ben Jacobson, a senior at Bolton High School, took this on as a capstone project, and with Wilderness Graphics and his mentor Rhea Klein, curated the information to be presented on the signs and assisted with the grant application. The NPS required additional conditions in order to fund the grant, including Bolton hosting an event to celebrate the WARO trail. This event took place on October 7th and 8th, 2023 featuring several revolutionary reenactment regiments from New England. Over 200 people attended the weekend, were exposed to the farm and its beauty, and set the stage for a larger event in 2026.

In December 2022, the BHFC was awarded a \$6000 grant from the Hartford Foundation for Public Giving's Bolton Community Fund to bring potable water back to the farm. There are two existing wells at the farm, one for the farmhouse which will require further investigation, and one at the barn, which has now been reactivated. This involved replacing the submersible pump, upgrading the tank and installing a new hydrant and filter. This is a tremendous addition to expanded use at the farm, as previously all drinking water had to be brought in separately.

Currently the BHFC is pursuing several other initiatives following the phasing in the site development plan.

- During the summer of 2023, the Connecticut State Library sponsored an archaeology program titled Digging Into History, and selected the Heritage Farm as their preferred dig site due to its location along the WARO trail. 29 students from France and Connecticut spent 2 weeks studying the science of archaeology and digging at the farm site, where several artifacts were uncovered. All expenses were covered by the program.

- **As a result of the dig and past artifacts found at the farm, the State Historic Preservation Office through their restoration fund has offered to work with us to obtain funds for the purchase of a climate controlled display case, so that artifacts found in Bolton can remain in Bolton. Work is just beginning on this effort.**
- **A final piece of the NPS grant includes wayfinding signs to be installed along the WARO Route directing the public to the farm. Personnel changes in town have delayed the decision on the locations as well as the number and types of signs needed to mark the route, and in some cases State DOT approval is needed, but the BHFC is hopeful to resurrect this initiative.**
- **The BHFC is hoping to secure in-kind services for filling in the manure pit and leveling the surrounding areas. The site is a safety hazard as well as unsightly. In keeping with the Master Site Plan Design, once the pit is filled and leveled, a concrete pad will be sited and poured for an event tent platform. Work on this effort is just beginning.**
- **The town is pursuing the creation of a community septic system to be located in the upper field on the farm. This system would serve the library, state trooper's building, town hall (with any expansion), the development of the sanitation building at the farm, and the farmhouse. The town reserved 12 acres at the farm for municipal use, and this falls under that category. Should it become a reality, the funding would be provided in part by a \$500k Small Town Economic Assistance Program grant [STEAP] through the State of Connecticut Office of Policy and Management. Design work is ongoing and local approvals are pending final design.**

Two additional Eagle Scout projects from Troop 73 Bolton were completed since the Business Plan was developed. In 2020, Joseph Griffin created trail signs highlighting the history and ecology of the farm. In 2021, Edward Steele created a flower garden at the "V" entrance to the farm on Bolton Center Road. The commission continues to be grateful for these volunteer efforts.



NELSON
EDWARDS
COMPANY
ARCHITECTS LLC

March 3, 2023

Ms. Arlene F. Fiano, Chair
Ms. Beth A. Harley, Secretary
Bolton Heritage Farm Commission
Town of Bolton
222 Bolton Center Road
Bolton, CT 06043

Re: Proposal for Limited Consulting Services – Bolton Heritage Farm
Coordination of Town Infrastructure projects – LOTCIP and STEAP – with Approved Master Plan for
Bolton Heritage Farm

Dear Arlene and Beth:

Please consider this a formal proposal for limited consulting services related to review and coordination of Town infrastructure projects with direct bearing on the approved Master Plan for Bolton Heritage Farm. The projects include the LOTCIP funded project for Town Connectivity/Accessibility and a STEAP funded project, if approved, for a community septic system. The completion of both of the LOTCIP and STEAP projects precede construction of the Heritage Farm Toilet Building and surrounding site improvements and the LOTCIP project provides the backbone for site accessibility, pathways and parking indicated in the Master Plan.

Background:

During our work on the Heritage Farm Master Plan we met with Joe Dillon of Nathan L. Jacobson and Associates, Inc. to review the design concept for the LOTCIP project and to coordinate key recommendations for the now-approved Master Plan for the Heritage Farm. During the meeting we identified several coordination issues related to maintenance of historic site character, road/path alignment, parking location/layout and grading for the accessible route from parking to barn. At that time we were given to understand that the identified coordination items would be incorporated in the final LOTCIP application.

The purpose of this proposal for limited consultation is to provide timely review of the evolution of the design documents for both LOTCIP and STEAP projects to ensure coordination of both with the Master Plan and to identify and help resolve any coordination issues with collective town-stakeholders. The work scope of this proposal includes review of documents prepared by others and participation in any coordination meetings with Town stakeholders.

Project Team members

Historic Architect: Sara Nelson, AIA, Nelson Edwards Company Architects, LLC
Historic Landscape Architect: Thomas J. Elmore, ASLA, Elmore Design Collaborative, LLC

Professional Services Fees

We propose to charge for our time on an hourly basis with a not-to-exceed amount of 20 hours or \$2,700.00. The hourly rate for either Tom Elmore or Sara Nelson is \$135.00 / hour. We propose to work on an as-requested basis at the direction of the Town / Commission.

Reimbursable Expenses

Reimbursable expenses are in addition to the cost of professional services fees and include travel (2023 IRS rates) if on-site meetings are requested. We recommend an allowance budget of \$250.00 for travel.

We feel that 20 hours is sufficient amount of time for the limited consulting and coordination work anticipated. Should this time be expended, or if the consultant's scope is expanded at the request of the Heritage Farm Commission / Town, we would advise you in advance of any changes in time / fee and request permission to proceed.

We thank you for the opportunity to be of continued service to the Town in the stewardship of this remarkable site. If we are authorized to proceed with this limited consulting scope we will prepare a letter of agreement and forward it to the Commission / Town for signature.

Most sincerely,



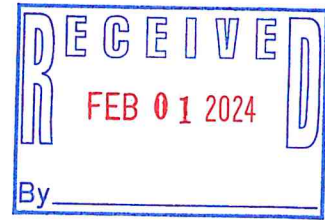
Sara O. Nelson, AIA
Principal

/sn

cc: Elmore Design Collaborative, LLC

7a.

Damian Pec and Agnieszka Jackiewicz-Pec
149 South Rd
Bolton CT, 06043
Forestego@gmail.com
860-597-4496



January 25, 2024

**Board of Selectmen
Town of Bolton
222 Bolton Center Road
Bolton, CT 06043**

Subject: Opposition to Public Parking on South Rd

Dear Members of the Board of Selectmen,

We are writing to express our deep concern and opposition to the proposal of establishing a public parking area on South Rd, specifically in front of our property at 149 South Rd, Bolton, CT. While we understand the need for public facilities, we firmly believe that this particular location poses serious threats to both property values and the safety of residents, especially our small children.

One of our primary concerns is the negative impact this proposed public parking would have on the value of our property. The presence of a parking area in close proximity could deter potential buyers and significantly diminish the market value of our home. This is a matter of great importance, as it directly affects the financial well-being of our family.

Moreover, the safety of our small children is paramount. We have 3- and 7-year-old boys who currently enjoy playing ball and riding their bikes in the front yard due to the limited space in the back. The proposed public parking area directly in front of our driveway poses a considerable risk to their well-being. There's no control over who might park there, potentially jeopardizing the safety of our kids.

Another risk factor is the oncoming traffic speeding down the blind hill towards Route 6, which we previously reported. This risk extends not only to our children but also to cars pulling out of the proposed parking and members of the public attempting to cross the road to access the trails.

We also echo the concerns raised by the Board of Selectmen regarding undesirable activities in public spaces, which was discussed during previous meetings regarding other potential sites for public parking. The potential for people to congregate and engage in activities such as smoking and drinking during nighttime is troubling. This not only compromises the safety and peace of mind of residents but also raises questions about the town's ability to effectively manage and monitor such spaces.

We encountered issues at the small pull-over area on South Rd a few years ago, where drug dealing was taking place after dusk. Despite reporting it to the resident state trooper, no action was ever taken, and we were left with two choices - get used to it or address the problem on our

own. In addition, people often pause at that location to take care of their physiological elimination needs. We are concerned that the introduction of public parking may worsen this issue, affecting the entire length of the road.

Furthermore, the persistent problem of trash on that stretch of the road is disheartening. The presence of a public parking area will exacerbate this issue, leading to a decline in the overall aesthetics and cleanliness of the neighborhood.

I am disappointed that the town has not taken into consideration how this proposed public parking area would impact our lives and our property.

My family and I carefully selected this property for its seclusion and privacy, which are now at risk of being compromised. Additionally, the lot size was a crucial factor for us, as we had plans to build an addition in the near future to accommodate our growing family. Unfortunately, these plans are now on hold due to the potential impact of the town's proposed changes.

We kindly urge the Board of Selectmen to reconsider the location of the public parking area and take into account the valid concerns raised by residents in the affected area. It is my sincere hope that the board will prioritize the well-being and concerns of the community and our kids, and explore alternative locations that are less likely to negatively impact the lives and properties of the residents. For instance, the space on Stony Rd could offer ample parking without impacting any residential properties.

Thank you for your attention to this matter. I trust that your decision will be one that reflects the best interests of the community.

Sincerely,

Damian Pec and Agnieszka Jackiewicz-Pec

Christopher and Stacey Bain
150 South Rd
Bolton, CT 06043
staceybain@gmail.com
860-803-3514



January 31, 2024
Board of Selectmen
Town of Bolton
222 Bolton Center Rd
Bolton, CT 06043

Subject: Opposition to Public Parking on South Road

Dear Members of the Board of Selectmen,

As long-standing members of the Bolton community residing at 150 South Road, my spouse Christopher and I wish to express our grave concerns over the proposed public parking on South Road. We understand the importance of public facilities, but are compelled to address the specific risks associated with this proposal, which we believe are not in the best interests of our community.

The planned parking area's proximity to our home poses a significant threat to our property's value. Prospective buyers may be discouraged by the close presence of a public lot, which has the potential to diminish the appeal and financial value of our property significantly.

Safety is another critical issue. Although we do not have children ourselves, the welfare of the neighborhood's children is a matter of communal concern. Moreover, this area of South Road has already seen a higher-than-average number of traffic incidents, and the addition of a parking area in this accident-prone section would likely increase the risk of further accidents, given the steep incline and the existing sharp corner.

The absence of a local police force compounds these safety issues, leaving the proposed remote parking area vulnerable to becoming a hub for illegal activities. The history of such activities in similar out-of-the-way spots within Bolton, coupled with the difficulty in ensuring proper surveillance and intervention, makes this a pressing issue.

Past experiences with the small pull-over area on South Rd, which saw an upswing in criminal behavior, have left us with little faith that the introduction of a new public parking space would not lead to similar or worse problems. This issue is further aggravated by the littering that already plagues this area, which would only be intensified by the increased footfall and lack of oversight.

Our home was chosen for its seclusion and privacy, which are now in jeopardy. Our planned home expansions are on hold in light of the uncertainties surrounding this proposal.

We urge the Board of Selectmen to reconsider the proposed location for the parking area and to acknowledge the serious accidents that have occurred on South Road when assessing the suitability of this site. We suggest that alternative locations be considered, such as Stony Rd or farther north near the beginning of the trail, which could serve the community's needs without imposing on residential properties or safety.

We thank you for your attention to these significant issues and trust that your decision will prioritize the well-being and harmony of the entire community.

Sincerely,

Stacey and Christopher Bain

ROBB GOEHRING
126 SOUTH ROAD
BOLTON, CT 06043



Attn: Bolton Board of Selectmen
Re: Nathan Hale Greenway

I am writing this letter not only to voice my stance against a public parking area on South Road but because I am against the entire project moving forward at all.

There are so many trails in the area already, where does it end?

How would any of you like it if the public was given access to the back of your property?

Some may say no problem but that is an easy thing to say if you are not actually faced with the problem. Try to picture yourselves in this position at your homes.

It would be a safety and security issue for anyone with property near or bordering the public path, as well as possibly for some users due to the remoteness of the proposed trail.

There is no way to control who uses these trails, and there will always be a certain number of people with bad intentions, let's not make it easy for them. There is also some hunting and or target shooting that happens on some of the privately owned areas large enough to allow it, is it safe to have the public close to these areas?

For the 7-1/2 years I have been at this location I am constantly picking up garbage between #146 to #126 South Road, this would very likely get worse with a public parking area. This is also a dangerous blind hill area, exiting my driveway and going left I have had some close calls with people speeding down over the blind hill, this would not be safe for parking area or pedestrians crossing in this area.

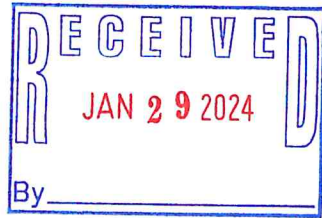
It seems that there is a small number of people that are for this trail that make most of the noise for it, what about the rest of us?

I never could have imagined that a public path could happen here when I got my dream property in 2016, if this goes forward it won't be the same. This location was chosen for privacy, security, and seclusion.

Thanks for reading,

Robb Goehring
126 South Road

7b.



8 Lyman Road
Bolton, Connecticut 06043
January 25, 2024

Board of Selectmen
Bolton Town Hall
222 Bolton Center Road
Bolton, Connecticut 06043

Friends,

The new town offices at the Notch Road Municipal Center site are not yet well known to the people of Bolton. Would you please offer the community a tour of the new facility? A well publicized early evening tour, scheduled for sometime between March 1 and April 15 would be greatly appreciated, with a supporting printed handout that clarifies what branches of Bolton government reside there, who represents each branch, and their contact information.

Thank you.

Richard Treat

(860) 682-8825

Memorandum

TO: Rodney Fournier
First Selectman

Jim Rupert
Town Administrative Officer

FR: Kristin B. Heckt
Superintendent of Schools

DT: January 4, 2024

RE: Written Waiver Justifications for the Novus Insight High Priority Remediation Projects for 2022-2023 and Novus Insight Managed IT Support for 2023-2024 per Bolton Town Ordinance

CC: Andrew Broneill, Chair of the Board of Education
Jill Collins, Town Chief Financial Officer
Kusal Huynh, BPS Director of Business and Finance

The auditor indicated that both the Town and the BOE will have an audit finding for the lack of bid waivers for the Novus Insight High Priority Remediation Projects for 2022-2023 and Novus Insight Managed IT Support for 2023-2024. He further indicated that in order to remediate these findings that BOE should retroactively approve these bid waivers and then we will have the two issues noted as corrected. As such, the BOE unanimously voted to waive the bids for the Novus Insight High Priority Remediation Projects for 2022-2023 and Novus Insight Managed IT Support for 2023-2024 at their December 14, 2023 meeting.

FY2024 January 30, 2023	Adopted Budget	Revised Budget	Expense YTD	Balance	Encumbrance	Unexpended	% Expended	FY23	FY22	FY21
Administration	\$ 700,500.00	\$ 700,500.00	\$ 353,448.04	\$ 347,051.96	\$ 479.86	\$ 346,572.10	50.53%	38.78%	38.68%	42.10%
Board of Finance	\$ 2,450.00	\$ 2,450.00	\$ 350.00	\$ 2,100.00	\$ -	\$ 2,100.00	14.29%	17.39%	17.47%	12.73%
Financial Administration	\$ 240,308.00	\$ 240,308.00	\$ 128,943.80	\$ 111,364.20	\$ 222.99	\$ 111,141.21	53.75%	52.84%	53.17%	53.56%
Auditing	\$ 45,000.00	\$ 45,000.00	\$ 8,000.00	\$ 37,000.00	\$ -	\$ 37,000.00	17.78%	17.24%	18.87%	18.87%
Assessor	\$ 160,971.00	\$ 160,971.00	\$ 83,347.60	\$ 77,623.40	\$ 414.95	\$ 77,208.45	52.04%	52.57%	47.48%	54.60%
Tax Collector	\$ 94,912.00	\$ 94,912.00	\$ 47,012.22	\$ 47,899.78	\$ 859.83	\$ 47,039.95	50.44%	52.62%	57.24%	56.07%
Fringe Benefits	\$ 1,071,100.00	\$ 1,071,100.00	\$ 662,691.27	\$ 408,408.73	\$ -	\$ 408,408.73	61.87%	50.10%	49.15%	50.96%
Town Clerk	\$ 141,440.00	\$ 141,440.00	\$ 78,704.29	\$ 62,735.71	\$ 3,700.00	\$ 59,035.71	58.26%	57.53%	57.50%	56.98%
Land Use	\$ 386,837.00	\$ 386,837.00	\$ 188,916.30	\$ 197,920.70	\$ 19,542.00	\$ 178,378.70	53.89%	47.54%	46.11%	59.68%
Planning & Zoning	\$ 4,205.00	\$ 4,205.00	\$ 669.67	\$ 3,535.33	\$ -	\$ 3,535.33	15.93%	39.36%	16.02%	6.46%
Zoning Board of Appeals	\$ 1,650.00	\$ 1,650.00	\$ 291.85	\$ 1,358.15	\$ -	\$ 1,358.15	17.69%	18.55%	10.27%	3.96%
Property Insurance	\$ 155,000.00	\$ 155,000.00	\$ 82,962.54	\$ 72,037.46	\$ -	\$ 72,037.46	53.52%	54.26%	51.07%	60.59%
Probate	\$ 7,258.00	\$ 7,258.00	\$ 6,059.00	\$ 1,199.00	\$ -	\$ 1,199.00	83.48%	0.00%	95.18%	0.00%
Inlands/Wetlands	\$ 2,235.00	\$ 2,235.00	\$ 525.00	\$ 1,710.00	\$ -	\$ 1,710.00	23.49%	27.04%	22.75%	10.96%
Economic Development	\$ 2,500.00	\$ 2,500.00	\$ 2,000.00	\$ 500.00	\$ -	\$ 500.00	80.00%			
Elections	\$ 67,830.00	\$ 67,830.00	\$ 18,638.48	\$ 49,191.52	\$ -	\$ 49,191.52	27.48%	59.73%	48.79%	59.96%
Police	\$ 311,300.00	\$ 311,300.00	\$ 120.89	\$ 311,179.11	\$ -	\$ 311,179.11	0.04%	0.37%	1.77%	0.02%
Fire Commission	\$ 257,981.00	\$ 257,981.00	\$ 110,626.33	\$ 147,354.67	\$ 56,602.69	\$ 90,751.98	64.82%	56.58%	59.49%	51.03%
Animal Control	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ -	\$ -	\$ -	100.00%	96.77%	0.00%	100.00%
Fire Marshal	\$ 32,000.00	\$ 32,000.00	\$ 11,019.27	\$ 20,980.73	\$ -	\$ 20,980.73	34.44%	29.55%	31.85%	23.40%
Emergency Management	\$ 11,000.00	\$ 11,000.00	\$ 3,126.72	\$ 7,873.28	\$ -	\$ 7,873.28	28.42%	57.98%	46.31%	49.90%
Highways and Streets	\$ 1,067,767.00	\$ 1,067,767.00	\$ 494,169.84	\$ 573,597.16	\$ 112,598.88	\$ 460,998.28	56.83%	65.98%	47.86%	61.65%
Public Building Commission	\$ 4,100.00	\$ 4,100.00	\$ -	\$ 4,100.00	\$ -	\$ 4,100.00	0.00%	3.94%	0.00%	0.00%
Parks/Town Building Ops	\$ 826,719.00	\$ 826,719.00	\$ 418,992.05	\$ 407,726.95	\$ 15,827.98	\$ 391,898.97	52.60%	46.81%	47.41%	45.09%
Public Health Admin	\$ 28,409.00	\$ 28,534.00	\$ 14,529.02	\$ 14,004.98	\$ -	\$ 14,004.98	50.92%	50.48%	71.12%	46.27%
Veterans' Commission	\$ 600.00	\$ 600.00	\$ -	\$ 600.00	\$ -	\$ 600.00	0.00%			
Seniors / Social Services	\$ 175,469.00	\$ 175,344.00	\$ 87,322.89	\$ 88,021.11	\$ 4,985.79	\$ 83,035.32	52.64%	53.21%	51.17%	45.67%
Library	\$ 307,561.00	\$ 307,561.00	\$ 172,477.22	\$ 135,083.78	\$ 10,048.05	\$ 125,035.73	59.35%	58.02%	60.25%	56.72%
Recreation	\$ 11,144.00	\$ 11,144.00	\$ -	\$ 11,144.00	\$ -	\$ 11,144.00	0.00%			
Conservation	\$ 2,105.00	\$ 2,105.00	\$ 1,095.00	\$ 1,010.00	\$ -	\$ 1,010.00	52.02%	44.89%	38.43%	45.23%
Waste Collection	\$ 597,230.00	\$ 597,230.00	\$ 345,663.00	\$ 251,567.00	\$ 450.00	\$ 251,117.00	57.95%	53.71%	50.23%	51.03%
Totals	\$ 6,724,081.00	\$ 6,724,081.00	\$ 3,328,202.29	\$ 3,395,878.71	\$ 225,733.02	\$ 3,170,145.69	52.85%	36.86%	36.89%	40.28%

Department that will be underbudgeted

TAX COLLECTOR
12.31.23

	ADOPTED	COLLECTIONS		REFUNDS	RETURNED PAYMENTS	Transfers	NET COLLECTION		PERCENTAGE COLLECTED FY 24 BUDGET
		YTD					12.31.23		
CURRENT YR.LEVY	\$ 17,614,056.00	\$ 17,811,487.76	\$ (8,966.12)	\$ (54,055.90)	\$ 855.12	\$ 17,749,320.86		100.77%	
MOTOR VEHICLE	\$ 1,787,741.00	\$ 1,727,523.58	\$ (6,746.36)	\$ (638.17)	\$ 970.95	\$ 1,721,110.00		96.27%	
SUPP.MV LEVY	\$ 195,000.00	\$ 16,353.92	\$ -	\$ -	\$ -	\$ 16,353.92		0.00%	
SUB TOTAL	\$ 19,596,797.00	\$ 19,555,365.26	\$ (15,712.48)	\$ (54,694.07)	\$ 1,826.07	\$ 19,486,784.78		99.44%	
PRIOR YEARS	\$ 75,000.00	\$ 103,174.12	\$ (1,895.97)	\$ -	\$ (1,883.88)	\$ 99,394.27		132.53%	
INTEREST & FEES	\$ 55,000.00	\$ 52,342.23	\$ (64.90)	\$ (12.74)	\$ 57.81	\$ 52,322.40		95.13%	
TOTAL	\$ 19,726,797.00	\$ 19,710,881.61	\$ (17,673.35)	\$ (54,706.81)	\$ 0.00	\$ 19,638,501.45		99.55%	

PREVIOUS YEAR CURRENT YR LEVY COLLECTED

7.31.2023	8.31.2023	9.30.23	10.31.2023	11.30.2023	12.31.2023
80.73%	99.99%	100.34%	100.45%	100.54%	100.77%
1.31.2024	2.28.2024	3.31.2024	4.30.2024	5.31.2024	6.30.2024
7.31.2022	8.31.2022	9.30.2022	10.31.2022	11.30.2022	12.31.2022
86.13%	99.24%	99.63%	100.92%	101.10%	101.25%
1.31.2023	2.28.2023	3.31.2023	4.30.2023	5.31.2023	6.30.2023
101.23%	101.29%	101.38%	99.98%	100.11%	100.11%

1/6/24

January Highlights

From the Town Administrator

- Budget workshops and support for supervisors new to the process
- CAPA budget meetings with Finance Committee
- Annual report in process
- Attended migrant webinar with DEMHS (emergency management)
- Attended Eversource storm webinar
- Completed OSHA 300 Log
- Working on cyber insurance application
- Participated in board meeting of Central CT Solid Waste Authority.
- Rolled out multi factor authentication
- Began cyber security training for staff. (KnowBe4)
- Participated in CRCOG Policy Board meeting and orientation event
- Worked on developing Bolton lakes budget and held meeting
- Continuing to make Town hall Annex ready to occupy
- Participated in CCM Legislative Committee meeting
- Met with CRCOG to discuss use of Regional Performance Incentive Grant funds to develop and pioneer a building inspector mentoring program with Marlborough and CRCOG.
- Attended program at FD to recognize the bill that was passed in honor of Michael Clark
- Working on planning to honor Vietnam Veterans with Lt. Governors office
- Attended the monthly Eastern Highlands Health District meeting
- Completed the first four weeks of the ICMA High performance leadership Course and led our breakout session on 2/1/24.

Respectfully submitted,

James Rupert
Town Administrator