

**BOLTON BOARD OF SELECTMEN  
REGULAR MEETING  
7:00 PM, TUESDAY, MAY 7, 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, Tim Sadler, Amanda Gordon

**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), Attorney Dorian Famigletti

**Others Present In-Person:** Barry Stearns, Lori Vernier, Janine Gelineau, Robert Huyler, Fay Risley, Al Garrard, Sue Garrard, Cal Scallion, Irene Benedict, Priscilla Ward, Lori George

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:**

Jeanine Gelineau of 28 Anchorage Road, Vernon commented on additional things regarding the Cubles Drive issue. She said when the sewers went in, she, as president of the Bolton Lakes Shore Association (BLSA) and R. Morra worked with a team of lawyers to determine who owned those roads out there, but ownership was never clear. She said, until recently, the road has always been cared for by Bolton and Vernon. She said she confirmed with Vernon Public Works that the Town of Vernon owns Cubles Road up to the town line. It is only the 64-yard portion beyond the town line into Bolton. She and others are only asking Bolton or Vernon to take over this portion. She said BLSA cannot be responsible for the maintenance or liability for this section of the road, as they have no control over the road.

Lori Vernier of 50 Lynwood Drive, Bolton commented Cubles Road is a thoroughfare used by emergency vehicles, snowplows, and cars. She said, according to M&J Bus Company, they will not allow full-sized school busses to use a private road but school busses use this road as part of the daily bus route, so the bus company must assume they are travelling on a public road when going over the 64-yard portion. She said it is confusing that it acts and looks like a public road and was paved at some point, except now the 64 yards are now considered private.

3. **Correspondence:** No correspondence

P. Sawyer MOVED to move agenda item 4: Approval of Minutes to between items 7 and 8 of the agenda. T. Sadler SECONDED. MOTION CARRIED 7:0:0.

4. **Approval of Minutes:**

a. **April 2, 2024 regular meeting minutes:**

The following amendments were made to the April 2, 2024 regular meeting minutes:

Agenda item 4: “G. Marrion recused herself from this discussion as her husband and the attorney for the people are law partners and ~~he~~ **she is** also a personal friend of Attorney Hollister’s.”

Agenda item 10.b: “It was decided that the subcommittee (G. Marrion, R. Morra, and B. ~~Meyerson~~ **Mayerson**) would meet to discuss the options and then bring their recommendations to the BOS.”

R. Morra MOVED that the Board of Selectmen approve the April 2, 2024 regular meeting minutes as amended. A. Gordon SECONDED. MOTION CARRIED 7:0:0.

**b. April 9, 2024 special meeting minutes:** A. Gordon MOVED the Board of Selectmen approve the April 9, 2024 special meeting minutes as presented. R. Morra SECONDED. MOTION CARRIED 6:0:1 with R. Fournier abstaining.

**c. April 13, 2024 special meeting retreat minutes:** A. Gordon MOVED the Board of Selectmen approve the April 13, 2024 special meeting retreat minutes as presented. P. Sawyer SECONDED. MOTION CARRIED 7:0:0.

**d. April 16, 2024 special meeting minutes:** R. Morra MOVED the Board of Selectmen approve the April 9, 2024 special meeting minutes as presented. T. Sadler SECONDED. MOTION CARRIED 5:0:2 with A. Gordon and P. Sawyer abstaining.

**e. April 23, 2024 special meeting minutes:** R. Morra MOVED the Board of Selectmen approve the April 23, 2024 special meeting minutes as presented. A. Gordon SECONDED. MOTION CARRIED 6:0:1 with P. Sawyer abstaining.

**5. Ongoing Business:**

**5.a Consider and Possibly Act on Cubles Drive:**

Attachment A showing a map of private roads was distributed to the Selectmen.

R. Fournier explained the ask is that the Town of Bolton take over a portion of Cubles Drive that extends over the Vernon town line.

During consideration, board members had questions regarding this issue; including what entity performed road paving in the past and what is the burden to the town taking it over. After discussion, the consensus was there is a need for additional review and gathering of additional information and documentation on this issue.

P. Sawyer MOVED that the Board of Selectmen send this issue of Cubles Drive back to the Facilities and Public Safety subcommittee so board member questions can be answered and to bring the findings back to the full board at a future meeting. R. Morra SECONDED. MOTION CARRIED 7:0:0.

**5.b Discussion on Enrico Road:**

G. Marrion recused herself from the discussion.

R. Fournier said the board is here to discuss what options there are and what the path forward will be on this issue. He said the board could do nothing, abandon the property, sell the

property, uphold the original denial, or continue the process the board started and reach a decision.

R. Morra said this issue was presented to the prior board at a special meeting on September 14, 2023 and, in all fairness to all the parties here, should be presented to the current board as well so all members can hear the positions of all sides. At the September meeting the Selectmen voted to recess the meeting to be convened at a future date.

J. Rupert noted there are three parties involved now and all parties have legal representation. He agrees the right thing to do is to find a time when the three parties involved can come back before the board and present their information and cases. The Selectmen discussed having the presentation at a public hearing, in order to get public input.

P. Sawyer said the board needs to get a date to put into a motion to close out the other special meeting and that will give the board time to look at the calendar to set up a public hearing date. The consensus of the board was to add the close out of the September 14, 2023 meeting to the May 21, 2024 agenda. A future date for a meeting convenient to all parties involved will be determined after that.

No action taken.

**5.c Consider and Possibly Act on Scope of Work for Notch Road:**

J. Rupert reported the First Selectmen has reached out to some experts in the area and received documents that can be used as model documents to draft the scope of work for the hazardous materials investigation which will include selecting the firm to do the hazardous materials investigation after a site visit. Part of their scope of work would be to oversee the abatement and make sure all the required paperwork was filed with the appropriate agencies.

Discussion followed on whether the Facilities and Public Safety subcommittee could approve the scope of work or if it would need full board approval. Concern was expressed that the town could lose the ARPA funds if the deadline is not met.

G. Marrion MOVED the Board of Selectmen authorize the Town Administrator and First Selectman to approve the scope of work to determine the investigation and the oversight of the abatement of the hazardous materials at Notch Road Municipal Center. R. Morra SECONDED.

J. Rupert said part of the scope of work for the first company the town chooses will be to help the town develop bid documents for the abatement. MOTION CARRIED 7:0:0.

**6. New Business:**

**6.a Consider and Act on the Call for Annual Town Meeting (Thursday, May 16, 2024):**

P. Sawyer MOVED that the Board of Selectmen approve and sign the Call for the Annual Town Meeting as follows:

“The legal voters of the Town of Bolton are hereby warned and notified to meet in the Annual Town Meeting at the Town Hall, 222 Bolton Center Road, on Thursday, May 16, 2024 at 6:30 P.M. for the following purposes:

1. To hear annual reports from each town Commission, Board, Agency and Office.

2. To authorize the Board of Selectmen and the Treasurer of the Town of Bolton, when the annual budget is adopted, to borrow on specific accounts, or otherwise, such sums of money from time to time, and at such time or times as may be necessary to meet the expenses and obligations of said Town of Bolton for the fiscal year 2024-2025 in an amount not exceeding the appropriations authorized herein.

3. To consider and act upon the five (5) year capital improvement plan as presented by the Board of Selectmen in the annual budget document.”

R. Morra SECONDED. MOTION CARRIED 7:0:0.

A. Gordon said she wanted to be sure that the five-year capital improvement plan (CIP) mentioned in the call included the addition by the Finance Committee of \$400,000 to the capital improvement plan budget. The BOS has to approve this addition to CIP.

A. Gordon MOVED to add under New Business 6.g: Consideration and Approval of the addition of \$400,000 to the capital budget outlined by the Finance Committee. P. Sawyer SECONDED. MOTION CARRIED 7:0:0.

**6.b Consider and Act on Appointing J. Rupert to EHHD Board of Directors and R. Morra as an Alternate:**

P. Sawyer MOVED that the board of Selectmen appoint James Rupert to the Eastern Highlands Health District (EHHD) Board of Directors and Robert Morra as Alternate to the EHHD Board of Directors. A. Gordon SECONDED. MOTION CARRIED 7:0:0.

**6.c Consider and Act on Allowing the EMD to Apply for the EMPG Pool Grant:**

P. Sawyer MOVED that the Board of Selectmen allow the Emergency Management Director (EMD) to apply for the Emergency Management Performance Grant (EMPG). R. Morra SECONDED. The grant would be used to upgrade the Emergency Response Center at town hall. J. Rupert said no match by the town is required and the estimate for funds requested would be \$15,000 at most. MOTION CARRIED 7:0:0.

**6.d: Consider and Act on Adding First Selectman Rodney Fournier as a Signer on the Following Resolutions:**

**7.d.1 Emergency Management Performance Grant (EMPG) and 7.d.2 EMPG-Competitive Pool Grant):**

P. Sawyer MOVED that the Board of Selectmen add First Selectmen Rodney as a signer to the following resolutions: 1) Emergency Management Performance Grant (EMPG) and 2) EMPG-Competitive Pool Grant that says there is no match required. A. Gordon SECONDED.

After discussion, P. Sawyer withdrew her motion, with permission of her seconder.

G. Marrion MOVED to approve the resolutions as presented with the addition (in bold) as follows:

“RESOLVED, that the Board of Selectmen may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of

Emergency Management and Homeland Security, any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that Rodney Fournier, as First Selectman of the Town of Bolton, is authorized and directed to execute and deliver any and all documents on behalf of the Board of Selectmen and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents **as related to the EMPG Grant and the EMPG POOL Grant.**”

P. Sawyer SECONDED. MOTION CARRIED 7:0:0.

**6.e Consider and Act on Historic Documents Preservation Program Grant:**

P. Sawyer MOVED that the Board of Selectmen allow the grant to be submitted for the Historic Documents Preservation Program Grant for \$5,500 for mobile shelving. R. Morra SECONDED. MOTION CARRIED 7:0:0.

**6.f Discussion on Veterans Commission Monument Request:**

Barry Stearns of the Bolton Veterans Commission explained the Veterans Commission was asked to research the placing a monument on the town green in memory of the Bolton men and women who served during the Revolutionary War, the War of 1812, and the American Civil War. The cost estimate for a granite monument was \$5,000 to \$7,000, depending on the size. The estimate for a bronze cast plaque mounted on a stone is \$3,000 and the estimate for an aluminum cast plaque mounted on a stone is \$1,700. He described how each option would look.

P. Sawyer asked about the possible option of two smaller pillar-shaped monuments. She recommended this go to the Facilities and Public Safety subcommittee for additional discussion, asking B. Stearns be a liaison at this meeting and to extend an invitation to the Historical Commission to also send a liaison to the meeting .

P. Sawyer MOVED that the Board of Selectmen refer the issue of a special new monument to go to the Facilities and Public Safety subcommittee and have them report back to the full board. R. Morra SECONDED. MOTION CARRIED 7:0:0.

**6.g: Consideration and Approval of the addition of \$400,000 to the capital budget outlined by the Finance Committee:**

A. Gordon MOVED that the Board of Selectmen add \$400,000 to a new category in the Capital Improvement Plan titled “Planning and Implementing Improvements to Town Facilities, Infrastructure and Operations”. R. Morra SECONDED. MOTION CARRIED 7:0:0.

**7. Reports and Updates:**

**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 withdrew her motion. T. Sadler withdrew his second of the motion.

P. Sawyer MOVED that the Board of Selectmen accept the A/P report as presented. T. Sadler SECONDED. J. Rupert answered questions from the Selectmen. MOTION CARRIED 7:0:0.

**8.b Budget Transfers:** P. Sawyer MOVED the Board of Selectmen accept the following budget transfers:

1. Transfer of \$200 from Dues & Fees to Professional Educational Training in the Assessor budget.
2. Transfer of \$750 from Training to Seasonal Payroll in the Town Buildings Operations budget.
3. Transfer of \$750 from Uniforms to Seasonal Payroll in the Town Buildings Operations budget.
4. Transfer of \$2,000 from Overtime to Seasonal Payroll in the Town Buildings Operations budget.
5. Transfer of \$4,400 from Heating Fuel to Communications in the Town Buildings Operations budget.
6. Transfer of \$375 from Supplies to Regular Payroll in the Zoning Board of Appeals budget.
7. Transfer of \$250 from Other Professional Services to Other Payroll in the Conservation Commission budget.
8. Transfer of \$2,000 from Uniforms to Fire Security in the Fire Commission budget.
9. Transfer of \$400 from Communications to Other Supplies in the Fire Commission budget.
10. Transfer of \$750 from Training to Seasonal Payroll in the Town Buildings Operations budget.
11. Transfer of \$4,000 from Medical to Equipment in the Fire Commission budget.
12. Transfer of \$500 from Other Professional Services to Office Equipment in the Fire Commission budget.

A. Gordon SECONDED. MOTION CARRIED 7:0:0.

**8. First Selectman's Report:** R. Fournier reported he has been helping facilitate the Notch Road issue and attending meetings. He attended the Fireman's awards ceremony and found it quite rewarding. He reported he attended the CT Siting Council public hearing and spoke on the motion made by the BOS.

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

**9.a Monthly Report:**

J. Rupert provided a written report to the Selectmen. John Elsesser is finalizing his facilitator report on the BOS retreat. J. Rupert said he should have a draft overlay map for the trail and planned future improvements at the Heritage Farm requested from the Town Engineer tomorrow, and if he approves, there should be a final map by the end of the week. The tour date for the town hall annex is May 14<sup>th</sup> from 2:00 p.m. to 6:30 p.m.

J. Rupert reported the church next door to town hall was contacted by a parishioner who is a member of the South Windsor SWAT team to have a drill at the church at a future date. The SWAT team reached out to town hall staff before meeting with the pastor to see if the town had any concerns and J. Rupert responded that it has to be made clear to the public that this is a drill, not a real event. It will be put out by social media, the bulletin board, and the group also displays plenty of signage.

**9.b Other:** The consensus of the board was to schedule the next A/P meeting for Tuesday, May 21, 2024 at 6:00 p.m.

**10. Adjournment:** R. Morra MOVED to adjourn the meeting at 8:45 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.

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# Town of Bolton

## Sign In Sheet

Meeting: \_\_\_\_\_

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

Print Name	Print Address
1. Janine Gelineau	28 Anchorage Rd V.
2. Lori Vernier	50 Lynwood Dr. Bolton
3. ROBERT HUYER	32 Cubles Pr. Vernon, CT
4. Fay Risley	29 Anchorage Rd Vernon, CT
5. Al + Sue Garrard	59 Cubles Dr Vernon CT
6. Cal Scallio	28 Anchorage Vernon
7. Irene Benedict	33 Cubles Dr Vernon
8. Steve Benedict	" " " "
9. <i>[Signature]</i>	22 Anchorage Rd Vernon CT
10. <i>[Signature]</i>	44 Currier Rd., Bolton
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