

**TOWN OF BOLTON
BOARD OF SELECTMEN MEETING
Tuesday, September 01, 2026, at 6:30 p.m.
Town Hall & Zoom Meeting
MEETING MINUTES**

	ROSTER	IN-PERSON	ZOOM	ABSENT
FIRST SELECTMAN:	Rodney Fournier	X		
SELECTMEN:	Bryce Aaronson		X	
	Mather Clarke	X		
	David Cowles	X		
	Robert DePietro		X	
	Gwen Marrion	X		
	Tim Sadler	X		

STAFF:	James Rupert, Town Administrator
	Stephanie Smigala, Interim Finance Director
	Andrea Vassallo, Recording Secretary

1.0 Call to Order:

First Selectman Rodney Fournier called the meeting to order at 6:30 p.m.

2.0 Pledge of Allegiance:

3.0 Public Comment:

Ongoing “Masion Parties” at 27 Hanover Farms Road

- Multiple residents voiced strong complaints about frequent, large-scale commercial parties at a residential property.
- There is a strong desire for the town to protect the residential character and peace of the neighborhood.

Key Concerns Raised:

- **Commercial Activity:** Events feature ticket sales, sponsors, shuttle buses from offsite parking, performing artists, built stages, food trucks, alcohol sales (including bottle service), and vendors selling goods/services.
- **Noise & Disruption:** Residents reported noise levels of 65 dB (A scale) and up to 80 dB (C scale) at their homes, far exceeding state daytime limits (55 dB). Vibration caused household items to rattle for hours.
- **Traffic & Safety:** High volumes of traffic, shuttle buses, ATVs, and motorcycles disturb the neighborhood. Security guards are present at the property.
- **Environmental & Public Health:** Littering, personal hygiene items left on lawns, and concerns about overtaxed septic systems due to crowd sizes.

- **Community Impact:** Residents feel their quality of life and property enjoyment are severely compromised, with embarrassment when hosting guests.

Jay Brudz, 25 Hanover Farms Road

- Opposed the commercially promoted parties in a residential zoned neighborhood.
- Stated that the parties are heavily promoted and has been approximately seven (7) parties.
- Stated that the Zoning Enforcement Officer has been contacted with ongoing concerns by neighbors on Hanover Farms Road.
- Stated that he has been taking decibel readings of ongoing ambient noise from 27 Hanover Farms Road.

Jean Aldrich, Hanover Farm Road

- Opposed the commercially promoted parties in a residential zoned neighborhood.
- Stated advertisements for the parties are heavily promoted on Instagram selling tickets.
- Stated that parking is encouraged at a park-and-ride in Manchester, CT where shuttle busses were observed as dropping off party attendees at the property.
- Observed security personnel in front of the property.

Jamie Koin, 2 Brandi Street

- Opposed the commercially promoted parties in a residential zoned neighborhood.
- Concerned about ongoing alcohol sales, traffic volume, residential sewer system stress.

Joanne, 31 Hanover Farms

- Opposed the commercially promoted parties in a residential zoned neighborhood.
- Stated it appears that there is a banquet facility at the property.

Rich Martin, 15 Hanover Farms Road

- Thanked Town Administrator James Rupert for his ongoing efforts to rectify the issues.

Town's Response and Actions:

- **Legal Measures:**
 - Zoning enforcement officer issued a cease and desist order for unpermitted commercial activity; property owner appealed, leading to a legal stay.
 - Upcoming Zoning Board of Appeals (ZBA) hearing scheduled for September 14th at the high school.
 - Town attorney prepared an injunction, pending outcome of the ZBA appeal.
- **Health & Safety:**
 - Health department inspected the pool, determined it does not meet public pool regulations; issued a memorandum.
 - Fire marshal accompanied but found no code violations under his authority.
 - Police presence increased during events for safety.
- **Challenges:**
 - Legal process is slow and costly; enforcement limited during appeal stay.
 - If ZBA upholds the cease and desist, further legal action (injunction, contempt of court) is planned.

Sandy Periog, 37 Brandi Street,— Democratic Registrar of Voters

- **Issue:** Finance department moved out of Notch Road Annex, leaving registrar as sole tenant without daily access.
- **Concerns:** Security of expensive tabulators, lack of instructions for building maintenance, and uncertainty about relocation plans during election season.
- **Request:** Clear communication and advance notice about any required move.

4.0 Bolton Prevention Council Presentation:

Selectman D. Cowles **MOVED to TABLE** the Bolton Prevention Council Presentation to a future BOS meeting. Selectman M. Clarke **SECONDED**;

Discussions:

The Bolton Prevention Council informed the Board of Selectmen (BOS) that it was not prepared to present at the current meeting and would welcome an opportunity to share its knowledge at a future BOS meeting. **MOTION CARRIED; 7:0:0**

Yea	Fournier, Aaronson, Clarke, Cowles, DePietro, Marrion, Sadler
Nay	0
Abstain	0

5.0 Appointments/Resignations:

a. James Quish – Deputy Fire Marshal & Asst. Building Official (resignation)

Selectman D. Cowles **MOVED to ACCEPT** the resignation of James Quish as Deputy Fire Marshal & Asst. Building Official. Selectwoman G. Marrion **SECONDED**;

Discussions:

First Selectman R. Fournier thanked Mr. Quish for his public service.

MOTION CARRIED; 7:0:0

Yea	Fournier, Aaronson, Clarke, Cowles, DePietro, Marrion, Sadler
Nay	0
Abstain	0

b. Larissa Webb – Library Board (Democrat) Full Member

Selectman D. Cowles **MOVED to APPOINT** Larissa Webb as a full-time member to the Library Board. Selectwoman G. Marrion **SECONDED; MOTION CARRIED; 7:0:0**

Yea	Fournier, Aaronson, Clarke, Cowles, DePietro, Marrion, Sadler
Nay	0
Abstain	0

6.0 Correspondence: None.

7.0 New Business:

a. Discussion on Legislative Grant

- Town Green
 - Pavillion Projects
-
- **Budget Shortfall:** Town Green project bids came in at \$350,000, exceeding the \$250,000 budget. Only two bids were received.
 - **Discussion Points:**
 - Consider rebidding to attract more competition.
 - Explore removing or donating specific project elements (e.g., granite blocks) to reduce costs.
 - Potentially reallocate funds between related projects (e.g., pavilions and Town Green).
 - Frustration expressed over delays due to changes in project scope and slow engineering turnaround.
 - **Next Steps:**
 - Consider rebidding with revised scope (e.g., removing granite blocks from bid, seeking donations, or sourcing fill locally). The bidding process takes approximately 3-weeks.
 - Potential to shift funds between projects (e.g., reduce number of pavilions to cover shortfall).
 - Push for more frequent communication with engineering firm (Nathan L. Jacobson & Associates), but also contemplate seeking alternative engineers for future projects.
 - **Broader Issues:**
 - Discussion about lack of formal contract with the engineering firm and possible incentives or penalties for timely completion.
 - Need for board to set clear project priorities and maintain pressure for progress.
 - There is currently no contract between the town and the engineering firm Nathan Jacob and Associates which has been the main engineering firm for approximately 20 years.

b. Discuss Priority Projects

- **Herrick Park**
 - **Community Septic**
 - **Trail**
 - **Vernon Road**
 - **Room A & B**
-
- **Herrick Park (Soccer Fields):** Engineering nearly complete; project high on priority list due to seasonal constraints.
 - **Room A & B (Town Hall):** Considered “low-hanging fruit” for quick conversion to usable space for registrars or other needs.

- **Vernon Road Realignment:** Petition-driven; engineering not yet complete, but efforts underway to expedite with possibly a new engineering firm.
- **Community Septic & Trail Projects:** Engineering close to completion; need to clarify deadlines and funding timelines.

c. Discussion on New Role Announcement with Public Comment

- **Background:** Town Administrator Jim Rupert requested a change in job description, due to personal matters, needing reduced responsibilities, yet continuing to offer institutional knowledge and professional services to the town.
 - A new hybrid role for “Senior Code Official and Special Projects Coordinator” is proposed.
 - The BOS is proceeding with creating a Senior Code Official position to retain expertise and support project management.
- **Proposed Position:** “Senior Code Official and Special Projects Coordinator” to leverage Mr. Rupert’s expertise in project management, grants, and code enforcement.
- **Financial Impact:** No net increase in town spending due to existing vacancies and anticipated transition savings.
- **New Town Administrator:** The Town Administrator job position is expected to be posted. Mr. Rupert would be available for future onboarding of the new hire while transitioning into his new role.
- **Timeline:** Transition pending legal review and final negotiations; expected within 4–6 weeks.
- **Public Support:** Residents and board members expressed strong appreciation for Jim’s service and supported efforts to retain his expertise in the town.

8.0 Old Business:

a. Consider and Act on Veteran’s Tax Exemption

Selectman T. Sadler **MOVED to APPROVE** the Veteran’s & Spouse Tax Exemption as written and submitted to the BOS. Selectman R. DePietro **SECONDED; MOTION CARRIED; 7:0:0**

Yea	Fournier, Aaronson, Clarke, Cowles, DePietro, Marrion, Sadler
Nay	0
Abstain	0

b. Consider and Act on Approving Updated CFO job Description

Selectman T. Sadler **MOVED to APPROVE** the CFO job description as written and referred by the Finance & Administration Subcommittee. Selectman R. DePietro **SECONDED; MOTION CARRIED; 7:0:0**

Yea	Fournier, Aaronson, Clarke, Cowles, DePietro, Marrion, Sadler
Nay	0
Abstain	0

c. Pick a Date for BOS Retreat

The BOS Retreat is scheduled for Monday, November 2, 2026, at 6 PM to be held at Town Hall.

****Selectman D. Cowles MOVED to ADD Agenda Item 8d. Heritage Farm – Discuss and Act to Approve Funds for Founders Day. Selectman T. Sadler SECONDED; MOTION CARRIED; 7:0:0****

Yea	Fournier, Aaronson, Clarke, Cowles, DePietro, Marrion, Sadler
Nay	0
Abstain	0

d. Heritage Farm – Discuss and Act to Approve Funds for Founders Day.

Interim Finance Director, Stephanie Smigala, stated that the request for \$3000.00 to be applied to the Founders Day Event, September 19-20, 2026, is an approved budget item and allocated for Heritage Farm use.

Selectman D. Cowles **MOVED to APPROVE** \$3000.00 to be utilized by Heritage Farm for the Founders Day Event. Selectman T. Sadler **SECONDED; MOTION CARRIED; 7:0:0**

Yea	Fournier, Aaronson, Clarke, Cowles, DePietro, Marrion, Sadler
Nay	0
Abstain	0

9.0 Approval of Minutes:

a. August 11, 2026 – BOS Regular Meeting

Selectman T. Sadler **MOVED to APPROVE** August 11, 2026, BOS Regular Meeting Minutes. Selectwoman G. Marrion **SECONDED; MOTION CARRIED; 4:0:3**

Yea	Fournier, DePietro, Marrion, Sadler
Nay	0
Abstain	Aaronson, Clarke, Cowles,

10.0 Consider and Act on Budget Transfers:

No action required by the BOS as transfers were observed as being under the \$2000.00 threshold for approval. Budget transfers for this meeting are an informational notice to the BOS.

11.0 Finance Report:

Interim Finance Director, Stephaie Smigala, reported to the BOS the following on Finance Reports. Presented historical context on expenses that come in after the fiscal year ends.

Expenditure and Revenue Updates

- **FY2026 Expenditures:** \$6,795,123.83 spent (94.25% of budget); historical context provided for post-fiscal-year invoices.
- **FY2027 Expenditures (to Aug 27):** \$1,087,720.84 (20% of budget), slightly ahead of last year.
- **Tax Collection:** \$18,358,800 collected (93.83% of current levy), marginally ahead of previous year.
- **Capital Projects:** Request for more detailed capital expenditure/progress reports to ensure transparency and oversight.

Budget Practices and Controls

- **Year-End Spending:** Discussion about instituting a spending freeze (possibly June 1 or earlier) to prevent unnecessary late-year expenditures and improve budget closure.
- **Purchase Order Approvals:** Consider lowering the threshold for required approvals during freeze periods to tighten controls.
- **Impact:** These measures would facilitate timely audits and more accurate financial planning.

12.0 Town Administrator's Report:

Bond Anticipatory Note (Fire Truck)

- **Financial Strategy:** Town has been rolling over a bond anticipatory note for a fire truck, incurring significant interest and administrative costs.
- **Action:** Recently paid down \$35,000 in principle; seeking strategies to pay off the note more efficiently to avoid excessive long-term costs.

13.0 Executive Session: Contract for Director of Community Development and Advertising for Finance Director

Selectman D. Cowles **MOVED to START** the Executive Session at 8:14 PM and invite Interim Finance Director, Stephanie Smigala, and Town Administrator James Rupert to the discussion.

MOTION CARRIED; 7:0:0

Start Executive Session:

End Executive Session: **X:XX PM**

14.0 Adjourn:

Consensus to ADJOURN at X:XX PM. MOTION CARRIED 7:0:0.

Respectfully submitted by Andrea Vassallo, Recording Clerk

Andrea Vassallo

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

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Town of Bolton

Sign In Sheet

Meeting: Board of Selectmen

Date: 09/01/2026

Print Name	Print Address
1. Joanne Post	31 Hanover Farms Rd.
2. Joseph Post	31 Hanover Farms Rd
3. Sherrie Deveau	111 Vernon Rd.
4. Kim Ffanga	15 Vernon Road
5. Ruth & Diane Morin	15 HANOVER FARMS RD
6. Barbara Medio	50 Volpe Rd
7. Teanne Aldrich	35 Hanover Farms Rd
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