

**TOWN OF BOLTON
BOARD OF SELECTMEN
REGULAR MEETING
TUESDAY, JULY 29, 2025, 6:00 P.M.
TOWN HALL & ZOOM
MINUTES**

Board of Selectmen Present In-Person: First Selectman Rodney Fournier, Deputy First Selectman Robert Morra, Amanda Gordon (Arrived at 6:32 p.m.), Gwen Marrion, Pamela Sawyer

Board of Selectman Absent: Tim Sadler, Mather Clarke

Staff Present In-Person: Town Administrator Jim Rupert, Tax Collector Lori Bushnell

Staff Present Via Zoom: Recording Secretary Kacie Cannon

Others Present via Zoom: James Loersch

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

2. Public Comment: There was no Public Comment.

P. Sawyer MOVED to OPEN the Agenda to add Item No. 2(a) to discuss and possibly decide on modifying the current due date for Personal Property, Motor Vehicle, and Motor Vehicle Supplemental tax bills. R. Morra SECONDED. MOTION CARRIED 4:0:3 (T. Sadler, M. Clarke, and A. Gordon Absent).

a. Discussion and Possible Decision on Modifying Due Date for Taxes on Personal Property, Motor Vehicle and Supplemental Motor Vehicle

R. Morra suggested that the Board consider modifying the due date for personal property, motor vehicle, and supplemental motor vehicle taxes if the budget fails to pass to avoid the expense of sending the tax bills out twice. Tax Collector Lori Bushnell agreed, recommending that only real estate tax bills be sent at this time using the temporary mill rate. She added that if the budget passes today, the personal property and motor vehicle tax bills could potentially be issued by August 1st, depending on the software vendor's ability to meet the deadline. In that case, the due dates would remain unchanged.

R. Morra MOVED that if the budget does not pass in today's referendum, the due date for the Motor Vehicle, Supplemental Motor Vehicle, and Personal Property accounts will be determined at a later time. P. Sawyer SECONDED.

Discussion: G. Marrion asked if the motion was necessary and what would happen if the motion was not made. R. Morra explained that tax bills would need to be sent with the temporary mill rate and would require a second mailing with the permanent mill rate, resulting in unnecessary expenses. A. Gordon asked if the Town could avoid setting a fixed due date and instead base it on a set number of days after the mill rate is finalized (i.e., due 30 days after the mill rate is set). L. Bushnell stated that it would be difficult as the bills are structured to be due on the first of the month.

MOTION CARRIED 5:0:2 (T. Sadler and M. Clarke Absent).

R. Morra MOVED that if the budget does pass in today's referendum, the mill rate can be set on Wednesday, July 30, and if the tax software vendor can handle getting tax bills out for August 1st, the due dates for Motor Vehicle, Supplemental Motor Vehicle, and Personal Property accounts will remain at a due date of August 1, 2025 with a delinquent date of September 2, 2025. If one or more of the above criteria cannot be met for any reason, the due date for those bills will be determined at a later time. P. Sawyer SECONDED. MOTION CARRIED 5:0:2 (T. Sadler and M. Clarke Absent).

3. Consider and Act on A/P

P. Sawyer MOVED to APPROVE the July 31, 2025 FY 2025-2026 A/P Report in the amount of \$40,024.93. R. Morra SECONDED.

Discussion: G. Marrion asked if the street sweeping costs were paid with Nips funds, as noted on Page 8, and if that figure represented the total amount of Nips funds received. J. Rupert confirmed that some of the costs were paid with Nips, but it was not the total amount received. G. Marrion asked if street sweeping costs will continue to be paid with Nips funds. J. Rupert replied that doing so would be a good use of the funds. A. Gordon questioned why General Funds were used when Nips funds were available. J. Rupert explained that a specific amount was allocated from the General fund for this year, with Nips covering the remainder.

MOTION CARRIED 5:0:2 (T. Sadler and M. Clarke Absent).

The Board determined that the discussion above referred to the incorrect A/P report. Therefore, the original motion was withdrawn and restated to reflect the correct A/P report totaling \$218,481.88 as noted below.

P. Sawyer MOVED to WITHDRAW her original motion. A. Gordon SECONDED. MOTION CARRIED 5:0:2 (T. Sadler and M. Clarke Absent).

P. Sawyer MOVED to APPROVE the June 30, 2025 FY 2024-2025 A/P Report as presented in the amount of \$218,481.88. R. Morra SECONDED. MOTION CARRIED 5:0:2 (T. Sadler and M. Clarke Absent).

P. Sawyer MOVED to APPROVE the July 31, 2025 FY 2025-2026 A/P Report in the amount of \$40,024.93. R. Morra SECONDED.

Discussion: A. Gordon asked about the deductible increase for liability insurance on Page 5. J. Rupert explained that the deductibles were increased to lower the premiums on Fire Department vehicles.

A. Gordon also asked about the cemetery mapping charges on Page 8. J. Rupert explained that Phase I, which includes aerial views and ground-penetrating radar, has been completed. He added that the results are expected in a few weeks and explained that the red flags that have been placed in the cemetery represent unmarked graves.

A. Gordon asked for confirmation on whether the costs for the bands for the summer concerts were paid for with sponsorships and asked if the bands were supposed to be paid different amounts. J. Rupert confirmed that they were paid with sponsorships at different amounts.

MOTION CARRIED 5:0:2 (T. Sadler and M. Clarke Absent).

4. Consider and Act on Budget Transfers

J. Rupert addressed G. Marrion's prior inquiries regarding invoices from Gowans Knight Co., Inc. and confirmed that fire truck inspections are done annually. He also addressed firefighter certification reimbursements, noting that certifications are only granted after meeting specific employment and performance requirements. He added that the Fire Chief will be providing information on the process in writing. G. Marrion thanked J. Rupert for the information and for providing public transparency on the required maintenance for fire trucks each year. She recommended that the Board consider the additional testing costs when approving purchases of new fire trucks and other apparatus.

A. Gordon asked if the invoice for \$12,000 from Gowans Knight Co., Inc. was included as part of the \$21,000.00 invoice. J. Rupert clarified that the larger amount reflected the updated purchase order, which included the inspection and required repairs.

P. Sawyer MOVED to APPROVE the Budget Transfer Request from the Highway Department from the category of Sand and Salt to the category of Road Repair in the amount of \$21,000.00 to pay the balance of repaving the Town Hall parking lot. R. Morra SECONDED. MOTION CARRIED 5:0:2 (T. Sadler and M. Clarke Absent).

P. Sawyer MOVED to APPROVE the Budget Transfer Request from the Highway Department from the category of Equipment to the category of Road Repair in the amount of \$8,000.00 to pay the balance of repaving the Town Hall parking lot. R. Morra SECONDED. MOTION CARRIED 5:0:2 (T. Sadler and M. Clarke Absent).

P. Sawyer MOVED to APPROVE the Budget Transfer Request from the Highway Department from the category of Overtime to the category of Road Repair in the amount of \$8,000.00 to pay the balance of repaving the Town Hall parking lot. R. Morra SECONDED. MOTION CARRIED 5:0:2 (T. Sadler and M. Clarke Absent).

P. Sawyer outlined the remaining budget transfers included in the meeting packet that do not require budget approval since the amounts were under \$2,000.00.

A Gordon expressed concern that the budget transfers were requested after the paving project's completion and noted that the project should not have been approved if the funds were not available. J. Rupert replied that the Board had discussed the need for transfers prior to approving the project. R. Morra confirmed that the discussion took place several months ago. J. Rupert added that the Town has maintained its paving schedule and made various improvements using Town Aid Road funds, without impacting taxpayers.

5. Approval of Minutes:

a. July 15, 2025 – Regular Meeting

P. Sawyer MOVED to APPROVE the July 15, 2025 Meeting Minutes as written. R. Morra SECONDED.

Discussion: Board Clerk Kacie Cannon noted that the title of the July 15, 2025 meeting was listed as a Special A/P Meeting rather than a Regular Meeting as listed on the agenda title above. J. Rupert

explained that all meetings should be listed as Regular Meetings so that items can be added to the agenda as needed.

P. Sawyer requested that the title of the July 15, 2025 Meeting Minutes be corrected to remove the title of "Special Meeting" and rescinded her original motion.

P. Sawyer MOVED to APPROVE the July 15, 2025 Board of Selectman Meeting Minutes of July 15, 2025 with the deletion of the words "Special Meeting" in the title. R. Morra SECONDED.

MOTION CARRIED 4:1:2 (A. Gordon Abstained, T. Sadler and M. Clarke Absent).

6. Adjourn

R. Morra MOVED to ADJOURN the meeting at 6:42 p.m. A. Gordon SECONDED. MOTION CARRIED 5:0:2 (T. Sadler and M. Clarke Absent).

Respectfully submitted by Kacie Cannon

Kacie Cannon

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