

**Bolton Board of Selectmen  
Regular Meeting  
7:00 p.m. Tuesday, September 1, 2020  
Virtual Meeting Utilizing Zoom  
Minutes**

The Board of Selectmen held its regular meeting on September 1, 2020, virtually with First Selectman Sandra Pierog presiding. Also in attendance were Deputy Selectman Kim Miller, Selectmen Robert DePietro (joined the call at 7:11 p.m.), Mike Eremita and Robert Morra and Administrative Officer Joshua Kelly

Members of the public: Arlene Fiano, Rhea Kline, Kathleen McCavanagh, and one unidentified caller.

**1. Call to Order**

S. Pierog called the meeting to order at 7:06 p.m.

**2. Public Comment:** None

**3. Approval of Minutes**

**August 11, 2020 Regular Meeting**

M. Eremita made a motion to accept the minutes as presented. R. Morra seconded. The motion passed unanimously 4:0:0.

**4. Appointments:** None

**5. Correspondence:**

Copies of two letters were received from State Representative Robin Green. These were to be presented at the PURA public hearings to be held on August 24, 2020. One letter spoke of Eversource's response to power outages after storm Isaias and the other spoke about the recent spike in Eversource utility bills.

**6. Reports & Updates:**

**A. Subcommittee Reports**

The Human Resources subcommittee met twice to discuss the Town Administrators goals.

S. Pierog made a motion to accept the Town Administrators goals as presented and discussed in the subcommittee meetings. Seconded by M. Eremita. The motion passed unanimously 4:0:0.

**B. Properties and Facilities Report**

J. Kelly noted that work on the tennis courts is underway with an expected full completion absolutely no later than mid October. Indian Notch Park remains closed. People are respecting the closure and the grounds have remained pristine. Schools are scheduled to open tomorrow.

**C. Open Space Management & Acquisition**

There was nothing new to report.

**D. Lower Bolton Lake Report**

J. Kelly noted that there have not been any flare-ups of invasives or algae blooms.

**E. FY 20 & FY 21 Budget Reports**

J. Kelly presented the budget reports. For FY2020, as of August 31, 2020, 91.60% of the budget has been expended. \$520,048 remains unexpended and is expected to shift only slightly. For FY 2021, as of August 31, 2020, 16.27% of the budget has been expended. This is a bit higher than expected but many expenses come out of the budget early in the fiscal year. There is nothing unusual to report and there are no areas of great concern.

Tax collections are over 80% and bills are not due until October 1, 2020. S. Pierog noted that tax collections are ahead of what was expected. Cash flows are being monitored and a meeting will be held next week to go over the status.

## **7. Ongoing Business:**

### **A. Consider and possibly act on Budget Transfers and/or Appropriation Requests**

No activity.

### **B. Other**

R. DePietro asked if additional funds would be needed to compensate for increased school expenses. S. Pierog said that in her conversations with School Superintendent Kristin Heckt there have some overruns at the BOE due to increased cleaning and additional supplies necessary due to COVID-19.

## **8. New Business:**

### **A. Consider and possibly act on adopting a resolution in support of the Bolton Heritage Farm Commission's survey and planning grant application to the CT State Historic Preservation Office**

Rhea Kline spoke about the grant which she submitted to the CT State Historic Preservation Office. A partnership will continue with the Nelson Edwards Architects who completed the first survey. The Heritage Farm Commission has met with them to discuss development of the Heritage Farm property. The buildings could be improved and inhabited to increase usage and generate income.

The \$20,000 grant would come from the State Historical Preservation Office to conduct an archeological study of the grounds around the farm. Matching funds would be waived. An additional \$5,000 would come from town funds to conduct further studies. The Heritage Farm Commission is looking for permission from the BOS to submit the grant application.

R. Morra said that part of this study seems redundant and asked what is different about this grant. To make the buildings usable would require a significant cash investment. Ms. Kline replied that this grant is preliminary. Once the study is done they can apply for another grant to support the projects to make the property usable.

S. Pierog noted that the first study that was done was a condition survey that identified immediate needs and set out both urgent and "would be nice to do" steps to stabilize and improve the property. Many of the urgent needs have been met. There is uncertainty as to what steps are necessary to make the buildings usable or if the State Preservation Office would allow certain improvements.

M. Eremita is concerned about the possibility of not being able to insulate the buildings and the specific requirements of materials to be used. He feels that there may be strings that would come

along with this grant and he feels that it might be better for the town to fund the project as opposed to accepting the grant.

S. Pierog said that the \$20,000 would be one step closer to being able to use the barn for public assembly. There is money in the Heritage Farm fund to cover the archeological study. She is a fan of accepting state money as opposed to letting it go to someone else. This grant does not have any of the constrictions that there would be if there were matching funds involved.

R. DePietro made a motion to accept and approve the draft resolution and to grant Sandra Pierog the authority to sign all necessary documents. M. Eremita seconded. The motion passed unanimously 5:0:0.

The BOS thanked Rhea Kline for her work in the grant and Ms. Kline thanked the BOS for their support.

**B. Consider and possibly act on the Human Resources Subcommittee’s recommendation to provide compensation to the newly appointed Treasurer.**

Action is postponed until after the next HR subcommittee meeting.

**C. Consider and possibly act on the Administrator’s proposed goals for FY 2021**

Acted on under **6A**.

**D. Other**

R. Morra asked if the problems that have been occurring in the cemeteries will be addressed. There have been problems with the contractor, US Cemetery Services. J. Kelly has been in contact with them and they have fixed and reset the headstone that was damaged and they have re-supported the base. There was an assurance that the crew will be spoken to and they have offered to help with the older headstones. J. Kelly feels that was a positive response.

Their contract extends through the end of the growing season. AN RFP will be put out after that to see if other companies are interested. M. Eremita feels that more extensive performance requirements should be in place. S. Pierog agreed that there should be specific standards set. There have been offers from people to do the mowing but the responsibilities go beyond that to selling gravesites, meeting with families and digging and seeding the gravesites. K. Miller brought up the idea of splitting the effort and having the town mow the areas and have a company be responsible for everything else.

**9. First Selectman’s Report:**

**A. Sustainable CT**

The report has been filed. Meetings will continue. There are enough actions in progress that would qualify Bolton for the next level. Examples include the schools switching from plastic utensils to disposable sporks. A video about food waste recycling was produced and is available to viewing on the town website.

**B. Other**

The Superintendent of Schools announced today that there is a positive COVID-19 case in the school system. It was a case of general community spread as opposed to school community spread. Contact tracing is in progress. There is no intention to postpone the opening of school tomorrow.

The new daytime resident trooper started last Friday. He will be on a 5 day on 3 day off schedule. This will be a different schedule than the other trooper so there will always be a trooper on duty.

## **10. Administrative Officer's Report**

### **A. Administrator's Goals**

Covered above under **6A**.

### **B. Other**

A UCONN grad student, Kevin Fitzgerald, started as an intern yesterday with a weekly schedule of 15 hours. He will have at least one project to work on in each department. J. Kelly asked the BOS to submit project ideas.

R. Morra asked if this was a paid intern. J. Kelly replied that the intern will submit timesheets to the Town of Bolton. Salary will be paid by UCONN with funds received from the town.

## **12. Adjournment**

R. Morra made a motion to adjourn at 7:49 p.m. M. Eremita seconded. The motion passed unanimously 5:0:0.

Respectfully submitted,

*Leslie J. Brand*

Leslie Brand, Board Clerk

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