

**TOWN OF BOLTON  
BOARD OF SELECTMEN  
TUESDAY, NOVEMBER 30, 2021 – 7:00 P.M.  
SPECIAL MEETING MINUTES**

The Board of Selectmen held a Special Meeting on Tuesday, November 30, 2021 with First Selectman Pam Sawyer presiding. Also present were selectmen: Robert Morra, Mike Eremita, Adam Teller and Interim Administrative Officer Jim Rupert.

Members of the Public included: Tom Tierney.

1. Call to Order.

P. Sawyer call the meeting to order at 7:00 p.m.

2. Consider and Act on Bids for:

a. Cemetery Maintenance.

J. Rupert reported that G&G Property Services has provided an updated insurance certificate with worker's compensation for the company and its workers. Conor Gay of G&G told Mr. Rupert that the pricing provided was based on a three (3) year contract. At the last BOS meeting it was discussed as a one (1) year contract with the extension per year by mutual agreement. Mr. Rupert is asking that the BOS consider a one (1) year agreement with the potential for extension of two years by mutual agreement. So, if G&G performed well in the first year of service he would receive the other two year contract getting the full three (3) years he had bid on.

Motion: I move the Board of Selectmen accept the bid of G&G Property Services with a one (1) year contract with the option for two (2) additional years if they perform well the first year.

By: Mike Eremita

Seconded: Robert Morra

Discussion: Per J. Rupert we would require the insurance certificate to list the Town of Bolton as certificate holder. This means that if the

insurance were to lapse or get cancelled for any reason we would be notified.

Vote:

For: Unanimous. Morra, Eremita, Teller, DePietro Jr., and Sawyer

Against: None

Abstain: None

b. Sexton Services.

J. Rupert reported the current cemetery fund balance is \$805,941.07. Cost of cemetery plot is \$800 to \$850 per plot. Kathy McCavanagh and I had a conference call with Craig Czaja of Czaja Brothers who is the contract we are considering. Originally, their bid had a monthly fee for sexton services plus additional fees for other services outlined in their bid. Craig Czaja changed the monthly fee to a per site fee of \$300 to mark out grave sites and show plots to the public.

M. Eremita asked how this compares to the Thomas Landscaping bid that we also received. Was Thomas charging a fee for this?

J. Rupert replied that Thomas had no monthly fee or fee for site visits and they were still on our list for consideration.

A.J. Teller responded that he did notice that the Thomas bid seems to be geared toward cemetery maintenance and I don't know that they actually have sexton service experience according to the wording on their contract. "remaining sexton services are being investigated for proper pricing." Also, it doesn't appear Bolton has more than maybe one (1) or two (2) burials per month and given that Czaja Brothers is out of Middletown it doesn't seem unreasonable that they would be doing some site visits and charging a site visit fee. This site visit fee is much more comfortable than a flat \$1500.00 per month.

The \$300 site visit is not on top of the burial charges is it? There fees are actually not too bad and in some cases are cheaper and have stellar reviews. For these reasons I'm inclined to go with Czaja Brothers.

Per J. Rupert we average we do about 15 burials a year.

A.J. Teller if the cemetery fund is just in a bank account someone may want to look at that and see if there's a better place for that money to be gaining a better return.

Motion: I move the Board of Selectmen accept the bid of the Czaja Brothers for sexton services using their revised proposal.

By: A.J. Teller

Seconded: Mike Eremita

Vote:

For: Unanimous. Morra, Eremita, Teller, DePietro Jr., and Sawyer

Against: None

Abstain: None

3. Adjourn.

P. Sawyer adjourned the meeting at 7:20 p.m.

Respectfully Submitted,

Kathy McCavanagh

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