

**TOWN OF BOLTON  
BOARD OF SELECTMEN  
REGULAR MEETING  
MINUTES  
TUESDAY, OCTOBER 4, 2022, 7:00 P.M.  
HYBRID FORMAT**

		Present	Absent
First Selectman	Pam Sawyer	X	
Selectman	Adam Teller	X	
Selectman	Robert DePietro - remote	X	
Selectman	Mike Eremita - remote	X	
Selectman Deputy First Selectman	Robert Morra	X	
Interim Administrative Officer	Jim Rupert	X	

**1. Call to Order:**

By: Sawyer

Time: 7:00 p.m.

Place: Hybrid

All rose to recite the Pledge of Allegiance to the flag.

**2. Public Comment:**

No one wished to speak.

**3. Approval of Minutes:**

**A. September 6, 2022 – Regular Meeting**

**B. September 20, 2022 – Special Meeting A/P**

With the following corrections:

- September 6, 2022 meeting, page 5, item 8 – the last sentence to read “Thank you,.”
- September 6, 2022 meeting, page 6, item 10 – Note that the motion and vote did not take place during Executive Session; it was done after the BOS exited Executive Session.

**Motion:** I move the Board of Selectmen approve the meeting minutes from the dates listed above with the corrections noted.

By: Morra

Seconded: DePietro

Voting:

For: Morra, Eremita, Sawyer, Teller, DePietro

Against: None

Abstain: None

**4. Appointments and Resignations**

## **A. Appointments**

- 1. R. Morra (BLRWPCA – renewal)**
- 2. R. Hayes (BLRWPCA – renewal)**
- 3. J. Rupert (BLRWPCA – renewal - Alternate)**

**Motion:** I move the Board of Selectmen appoint Morra and Hayes to Regular members and Rupert as an Alternate for 4-year terms.

By: Teller

Seconded: Eremita

Voting:

For: Morra, Eremita, Sawyer, Teller, DePietro

Against: None

Abstain: None

### **4. Vacant (BLRWPCA)**

Sawyer: Asked if anyone knows of a non-Democrat that would like to serve to get in contact. Morra: This agency meets four times per year and deals with important issues. Rupert: There are occasionally special meetings. The agency could really use the help because we struggle to get a quorum.

### **5. E. Richardson (Veterans Commission – Alternate)**

**Motion:** I move the Board of Selectmen appoint Richardson as an Alternate on the Veterans Commission.

By: Morra

Seconded: DePietro

Voting:

For: Morra, Eremita, Sawyer, Teller, DePietro

Against: None

Abstain: None

## **6. CAPA**

- a. First Selectman Pamela Sawyer**
- b. Selectman**
- c. Member-at-large possibly Carl Preuss**

Rupert: This is Capital Acquisitions. The group consists of members of the BOS, BOF, and BOE. Morra is willing to serve again.

**Motion:** I move the Board of Selectmen accept the CAPA grouping.

By: Morra

Seconded: Eremita

Voting:

For: Morra, Eremita, Sawyer, Teller, DePietro

Against: None

Abstain: None

## **B. L. Bushnell: CCMO - Certified Connecticut Municipal Official – Achieved September 2022**

Sawyer: Voiced congratulations to Laurie Bushnell for this achievement.

**Motion:** I move the Board of Selectmen move to agenda item 6 at this time.

By: Teller

Seconded: Eremita

Voting:

For: Morra, Eremita, Sawyer, Teller, DePietro

Against: None

Abstain: None

## **5. Reports & Updates:**

### **A. Diversity Commission Update**

Amanda Borden, Chair of the Diversity Commission, gave a short presentation about the adult survey. The entire survey and analysis information was sent to the BOS. One hundred and eighty-two responses or 4.1% of the adult population of Bolton were received. Six recommendations were offered to the BOS from the Commission. Other members of the commission were present at the meeting.

John Toomey, member of the Commission: His birth mother was born on a reservation so he grew up with two cultures. Parts of his upbringing in town have been disconcerting and others have been encouraging. He thinks the Commission covered a lot of ground.

Kawan Gorden, Commission member: Believe the Commission took the charge given to it with a lot of determination and ability in the group. This was very passionate for him. One incident that he had had was when he moved here in 2019 his first interaction with a neighbor, now a friend, was not ideal. He was thought to be suspicious while walking his dog in his neighborhood. There are opportunities to improve.

Jennifer Cyr, member of the Commission: Amanda gave a wonderful presentation. She is honored to be part of the group.

Sawyer: This was a very, very, very impressive statistical gathering and presentation. It is of a high level caliber done by volunteers. We do not have the youth piece yet. Did you take a member vote on the survey recommendations? Borden: Yes.

Teller: Found it extremely important, informative, and useful for this thinking about this issue. He is disturbed by some of the things he read in the report. This is a wake up call for a lovely town and yet that is not always the experience for everyone. It disturbs him of some of the issues that some young people are experiencing. One person with such experiences is too many. Generally, it is hard to get a group of people committed to undertaking long-term efforts. With energy and goodwill we could do a lot. Is there that group of people available? He would love to see that happen as a goal or project for this town and he respects anyone who is willing to do it. Are there enough people willing to do that to make us a better town? Borden: I hope so. We do have a small group of people to engage in those conversations and in training environments.

Morra: He read the presentation material and listened to Borden's overview. He will have to go back over the material again. His comment right now is – this is not a Bolton issue; it is a regional issue. Was any thought given to have a group that is more regional to work on the issues raises? Most reports end up shelved. Are there issues brought up that can be successfully dealt with? Borden: Agreed that report will be shelved unless a permanent commission is created to work on the issues.

Sawyer: Noted responses from people of non-Christian religions. We don't have a synagogue. We don't have a mosque. There are many religions that are not served in a town of 5,000 people. It was all very interesting and more time is needed to digest all of the information.

Paula Meyers, Commission member: We talked about what activities we could do. The ideas were all over the place to think of ways to get people to participate. The commission could tackle the smaller goals first based on the BOS' charge. What are those goals for this town?

DePietro: There are so many feelings and so many comments with too much to talk about. He thinks that in five to ten years from now the results will be very similar regardless of our goals. He spent some years teaching in Hartford. Personally, he feels we have to work hard in the schools at the lowest levels on the things that have to be changed.

Morra: Also did some teaching in Hartford. We all have exceedingly diverse backgrounds. We all look at this with slightly different eyes.

John Toomey: Murders of people that are different have to stop.

Kawan Gorden: Hopefully, the Commission will get the charge to continue. We have a lot of ideas. He urges the BOS to review the report and take it seriously. It is highly important.

Sawyer: The commission still needs time to get the youth survey results and compile the information. The original charge goes through November 2022. How many months do you think you need? Borden: The analysis will take the most time. February 2023 would be reasonable. There was concurrence of the BOS to allow an extension of the Diversity Commission until February 2023.

Teller: There should be focus of attention on the agenda for the proposal of a permanent entity including discussion of a mission statement to decide what our next step is. Sawyer: She is not sure that is appropriate for February until we see the youth piece.

**Motion:** I move that the Board of Selectmen extend the Diversity Commission's deadline and the Members' terms to February 2023 for the presentation of the final report at the Board of Selectmen's February 2023 meeting.

By: Morra

Seconded: Teller

Voting:

For: Morra, Eremita, Sawyer, Teller, DePietro

Against: None

Abstain: None

### **B. Properties and Facilities Report**

Sawyer: There have been some property changes and mischief made at Freya Park. People have been going in and creating bike paths for off-road biking with jumps and marking of trees. We don't have the staff to deal with this. The Conservation Commission has asked if the BOS will approve them to put a trail camera at the park. She has a comfort level with this request.

Rupert: They will expend monies that they have in their budget for the camera.

Teller: If allowed they should put signs up about being under surveillance. He is not on board with private people having camera footage. They are volunteers, they are not trained. Is the footage going to be accessible on the web? There are too many things that can go wrong. As the town he does not want to be responsible for possibly having someone's two-year old put online. Would there be a trained monitor looking at the footage?

Morra: Perhaps ask Mr. Parlee if he can answer these questions and report back.

Sawyer: Would the BOS like to have the Conservation Commission make a presentation about their request? Eremita and DePietro replied no. The consensus is that no cameras be put on town property at this time.

### **C. FY22 Budget Report**

Rupert: The information from the Tax Collector shows that we are on target with collections. We are watching the highlighted line item. With elections this year there will be more money spent.

### **D. Consider and Act on A/P Report and Budget Transfers**

**Motion:** I move the Board of Selectmen accept the A/P Report.

By: Eremita

Seconded: Morra

Voting:

For: Morra, Eremita, Sawyer, Teller, DePietro

Against: None

Abstain: None

Teller: The first budget transfer report shows an arrow at the top of the page. This transfer did not need to happen? Rupert: Jill believes that it should be undone by an action of the BOS since the original transfer was by action of the BOS. Eremita: Why take any action at all? The auditor will see this and understand that it was unneeded and unspent. This is no need for taking any action.

**Motion:** I move the Board of Selectmen accept the budget transfer as presented.

BUDGET TRANSFER REQUEST  
TO  
BOARD OF SELECTMEN

BUDGET: Finance \_\_\_\_\_

Transfer \$300 from category Payroll \_\_\_\_\_ to category Prof. Ed. Training \_\_\_\_\_  
(within budget) from 1005 .041 .4117 .00 .5161C to 1005 .041 .4117 .00 .5320C

Transfer \$ \_\_\_\_\_ from Budget \_\_\_\_\_ to Budget \_\_\_\_\_  
from category \_\_\_\_\_ to category \_\_\_\_\_  
from \_\_\_\_\_ .0000 \_\_\_\_\_ to \_\_\_\_\_ .0000 \_\_\_\_\_

Other \$ \_\_\_\_\_

Explanation:  
To attend the fall and spring GFOA conferences

 Signature \_\_\_\_\_  
Director of Finance Title \_\_\_\_\_  
9/27/22 Date \_\_\_\_\_

By: Eremita

Seconded: Teller

Voting:

For: Morra, Eremita, Sawyer, Teller, DePietro

Against: None

Abstain: None

Agenda Packet item 5D-1 was tabled.

## **E. Report and Update on Trails Committee**

### **1. G. Marrion Meeting with J. Dillon**

Rupert: Marrion and Dillon met on-site with the owners of Bolton Collision. The discussion was about creating a parking area on this property. The owners expressed some concerns about their ability to conduct business. Marrion and Dillon put some ideas out there and asked the owners to think about them. They intend to have a second meeting.

## **6. Ongoing Business:**

### **A. Consider and Act on State Library Archeological Dig at Bolton Heritage Farm**

Sawyer: Correspondence, including a late supplement, was included in the agenda packet.

Christine Pittsley, Special Project Director from the CT State Library, was present. This is to be an experiential educational program taking place next summer with students from France and CT high school students exploring the revolutionary war site. Bolton was chosen because it is a beautiful spot and accessible. The French students will be here for two weeks. The dig would involve a small 20' x 20' excavation under the direction of the State Archeologist. Additional signage will be obtained for the preserve and we can have cameras installed to help protect the site. Bolton citizens can get engaged. We would like to receive permission to have this dig take place from the BOS.

Morra: He commented at the last meeting that he had questions and wanted time to receive comments about this subject from Bolton residents. He did not get a single negative comment. Additional material was sent that explained the project very well. He thinks it is safe for have this project go forward with the security measures put in place. He has no

further objections to the project.

Beth Harney, 176 Bolton Center Road – She sent a letter about this matter. She is excited Heritage Farm has this opportunity to have a defined archeological site on the property. She believes it will benefit the community in many ways, such as showcasing Bolton and the Farm.

DePietro: Is somebody going to coordinate publicity? Pittsley: The project team will work with town to coordinate this as there will be lots of publicity.

Teller: He was at the farm event a week or so ago. That event included a tent with information about this project. He heard people expressing support of this project as presented. At the last meeting, Ms. Marrion commented this might encourage people to dig up things on their own. In this instance, artifacts that have been dug up, cataloged, and displayed are more secure than if in the ground waiting for someone to get it. He is in favor of this project going forward.

Sawyer: The farm is leased and farmer tenants are here. They are in favor of this project.

John Toomey, 25 Hebron Road, President of the Bolton Historical Society: Views this as one of the happiest days for the farm since we have owned this property. We received a lot of grants from the State Historic Preservation Office for preservation of the 100-year old barn. Now the State Library wants to come here with the Dig Into History project. No one died here. They will provide cameras to prevent theft. Any artifacts on the site need to be found, dug up, and saved.

Judy, Town Road: She belongs to the Lions Club. Should she bring this project up to the club to see if they can come up with a donation? Sawyer: Please get in touch with Ms. Prissley.

Rodney Fournier: Is there another place they could do this dig and come up with results? Katherine Labadia, runs the Archeology Preservation Program. This was not the first choice but we were constricted with options, including transportation of the students. Rochambeau's campsite was chosen because it is deemed safe for the students, accessible, and there is housing nearby. We explored other options but Bolton is the best location for this program.

Sawyer: Is this project in front of anyone else? Labadia: Bolton is the only place it is in front of. The office realizes the site is a fragile resource. The exact dig location has not yet been picked. A metal detecting survey will be done to determine the best area for the dig. This area will be temporarily marked with someone following up with GPS mapping. This will be done first concentrating on the campsite. This is within the thirteen acres. We may go a little beyond the boundaries of the campsite. This is not going to be an extensive program. The office of the State Archeologist will be cataloging the items found. The Historical Society wanted to do some of their own digging using some of Bolton citizens.

Mr. Treat: This is a pivotal component of the history of Bolton, the state, and the nation. We should do the best we can by this property. It is a good project but he cannot support it

unless there is a written agreement between the Town of Bolton and the entity doing the dig. Artifacts found should remain in Bolton. It is a wonderful opportunity. An agreement has to be made to protect the artifacts. He asks that the BOS not support it unless such an agreement is executed.

Sawyer: Treat is a life-long resident of the town. He experienced artifacts taken by the State and not being returned to the Town. John Toomey: Richard Rose found things over the years. Bolton has no control those. Until we have a proper preservation in we cannot keep these safe. Sawyer: The town could ask for them back if we had an appropriate place to hold them. Our office will go for a grant so the artifacts can be kept safely. Toomey: When the Rose's found the artifacts on the farm twenty, thirty, forty years ago they were given to UConn and have been there the entire time. They were here in storage cases in the early 2000s. They are fragile.

Morra: If the town was interested there would be funds to providing proper environmental area. It could be as small as a display case.

**Motion:** I move that the Board of Selectmen grant permission to the Digging into History program for the archeological dig at Heritage Farm and we direct the Town Administrator to coordinate with both the tenant and the Digging into History program for the specific conditions at the site so the tenant's use of the site is accommodated by the dig. And the Town enter into an agreement with State Archeologist and the State Historic Preservation office as to the ultimate disposition and curation of the items removed from the site with the intention of returning them to the Town when a suitable place for them can be managed.

By: Teller

Seconded: Morra

Discussion: DePietro: He could be looking at something with no idea of what I am looking at. He suggests a program be held once or twice a year to speak to the BOS as to what the artifacts really are and their significance.

Voting:

For: Morra, Eremita, Sawyer, Teller, DePietro

Against: None

Abstain: None

A 3-minute break was called for at 7:51 p.m.

The meeting resumed at 7:57 p.m.

## **B. Update STEAP Grant Award**

Rupert: We did receive an affirmative response to the grant application. This grant money will be used to put in a septic system which is a keystone project to allow us to move forward with the Vibrant Community plan. The money already spent on this can be used toward the town match. Sawyer: It is \$125k. In kind donations, such as the town crew using town machinery, can also be used.

DePietro: Wants this to move forward as quickly as possible. Rupert: Receiving a contract



between Bolton and the State of CT is the next step. Morra: The nature of the project is that it will be is very quick and you can hardly see it. Sawyer: We must have sensitivity to the wetlands in the area.

**7. New Business:**

**A. Consider and Act on BOS dates for 2023**

**Motion:** I move the Bolton Board of Selectmen accept the dates for 2023 as presented.

By: DePietro

Seconded: Eremita

Discussion: Teller: Was there some reason to move the August meeting from the second to the eighth? Rupert: He does not know what that reason is as he did not prepare the list of dates.

Voting:

For: Morra, Sawyer, Teller, DePietro, Eremita

Against: None

Abstain: None

**B. Proclamation for Larry Fiano**

Sawyer: Fiano will be honored this Friday on his 97<sup>th</sup> birthday. The proclamation before us is to be signed by the BOS.

**Motion:** I move the Bolton Board of Selectmen proclaim the status of Larry Fiano as presented in the draft proclamation and acknowledge the date listed for Larry Fiano Day.

By: Teller

Seconded: Eremita

Voting:

For: Morra, Sawyer, Teller, DePietro, Eremita

Against: None

Abstain: None

**C. Diversity and inclusion training planned**

Sawyer: This is planned for the town employees. Rupert: This is a bi-annual training event. Eremita: It was a very enjoyable day. It wasn't a painful at all. Rupert: We will engage the same vendor as the past event as it was enjoyed by those who attended.

**8. First Selectman's Report:**

**A. COVID-19**

Sawyer: We have quite a bit of exposure going on. Town staff cases have been less severe than in the past. Churches have reported cases in their parishes. These cases are not incurring hospitalizations.

**B. 3 Board meeting (Tuesday, October 18, 2022)**

Morra: This is an open discussion between the three boards. Sawyer: All members of the boards are encouraged to attend and will be offered in hybrid format. This meeting is mandated by our charter. Teller: Is there a summary given to the boards when bonds are

being retired, the status of CAPA projects, etc? Rupert: We had a bond report during budget season. Teller: We should generally be aware of the status of our bonding and debt. Which ones are active? That helps prioritize into the future instead of reacting.

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

### **A. Monthly Report**

Rupert reported:

- The shared assessor, Kara Fishman, started in Bolton today. We recognize the service that Helen has given to the town of Bolton. Fishman will be in Town Hall two days a week. She is sharing her time with Willington. Sawyer: Fishman will work two long days in Bolton and two long days in Willington.

Teller: Regarding the Cyber Security contract - have they been vetted? Rupert: We have vetted them and they have provided specific information. We are looking to execute a contract to start on Phases 1 & 2. We have met with CREC which provides IT service. The senior team at CREC will be part of this.

### **B. Other**

Rupert: We have gotten two prices back for solid waste disposal and are soliciting information from two other vendors.

A two-minute break was called at 9:29 p.m.

The meeting resumed at 9:32 p.m.

Consensus of the BOS is to hold the next A/P meeting on October 18, 2022 at 6:30 p.m.

The CAPA committee needs to have their first meeting on or before November 18, 2022. The suggested dates are November 10, 15, or 16 at 7:00 p.m. in hybrid format. Sawyer: We will aim for November 15, 2022.

## **10. Executive Session:**

### **1. Discussion on Personnel Evaluation-Interim Administrative Officer**

### **2. Cyber security discussion**

**Motion:** I move the Bolton Board of Selectmen enter executive session for discussion on personnel evaluation Interim Administrative Officer and a cyber security discussion with Interim Town Administrator Rupert to be in attendance.

By: Morra

Seconded: DePietro

Voting:

For: Morra, Eremita, DePietro, Sawyer

Against: None

Abstain: None

The BOS entered Executive Session at 9:37 p.m.

The BOS exited Executive Session at \_\_\_\_ p.m.

**11. Adjournment:**

**Motion:** I move the Bolton Board of Selectmen adjourn at \_\_\_\_ p.m.

By:

Seconded:

Voting:

For: Morra, DePietro, Sawyer, Eremita, Teller

Against: None

Abstain: None

Respectfully Submitted,

*Yvonne B. Filip*

Yvonne B. Filip, Board of Selectmen Recording Secretary

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