

**TOWN OF BOLTON
BOARD OF SELECTMEN
REGULAR MEETING
TUESDAY, MARCH 1, 2022, 7:00 P.M. HYBRID
MOTIONS**

		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	
Members of the Public			

Call to Order:

By: Sawyer

Time: 7:00 p.m.

Place: Hybrid

Approval of Minutes:

A. February 1, 2022 –Regular Meeting

Motion: I move the Bolton Board of Selectmen accept the minutes of the February 1, 2022, Regular Meeting, as amended.

By: Morra

Seconded: DePietro

With corrections:

- Page 2, item 4.B. – change “Birth” to “Birch”.
- Page 6, item 8.B. – “Council” should be “Counsel” throughout.

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

Appointments and Resignations

A. J. Ortega – Resignation - Diversity Commission

B. E. Luntta – Temporary Building Commission - Alternate

C. L. McDonald – Resignation

Motion: I move the Bolton Board of Selectmen accept all three of these with gratitude for their service of those resigning and with gratitude for those who will serve.

By: Morra

Seconded: DePietro

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

Reports & Update

A. A. Gordon – Diversity Commission Survey Update

Motion: I move that the Board of Selectmen approve these surveys with the modifications discussed and request that the Board of Education and Superintendent submit the survey to the school population at our request.

By: Teller

Seconded: DePietro

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

D. Budget Transfers

BUDGET TRANSFER REQUEST
TO
BOARD OF SELECTMEN

BUDGET: Services

Transfer \$ 530 from category Office Spec Supplies to category General Supplies
(within budget) from # 211 - 224 - 222 - 00000 - 2324 - 00000
to # 211 - 224 - 222 - 00000 - 2322 - 00000

Transfer \$ _____ from Budget _____ to Budget _____
from category _____ to category _____
from # _____ - 00000 - _____ - 00000
to # _____ - 00000 - _____ - 00000

Other \$ _____

Explanation: Brakes on the 10-passenger van need to be replaced due to significant deterioration.

Car Signature
Director Title
2/1/22 Date

BUDGET TRANSFER REQUEST
TO
BOARD OF SELECTMEN

BUDGET: Services

Transfer \$ 200 from category Repair Maint Trucks to category General Supplies
(within budget) from # 200 - 224 - 222 - 00000 - 2320 - 00000
to # 200 - 224 - 222 - 00000 - 2320 - 00000

Transfer \$ _____ from Budget _____ to Budget _____
from category _____ to category _____
from # _____ - 00000 - _____ - 00000
to # _____ - 00000 - _____ - 00000

Other \$ _____

Explanation: Transfer 2 of 2. Additional parts required for repair to 10-passenger van brakes due to significant deterioration.

Car Signature
Director Title
2/2/22 Date

**BUDGET TRANSFER REQUEST
TO
BOARD OF SELECTMEN**

BUDGET: Conservation Commission

Transfer \$15.25 from category Dues & Fees to category Office Supplies
(within budget) from 1005-045-4399-000000-58150-00000
to 1005-045-4399-000000-56120-00000

Explanation: Change in Commission goals and projects due to Covid-19 pandemic.

C. P. De 02/07/2022

**BUDGET TRANSFER REQUEST
TO
BOARD OF SELECTMEN**

BUDGET: Highway

Transfer \$ 4500 from category ~~Equipment~~ to category New Equipment
(within budget) from 1105-217-3003-000000-57300-00000
to 1105-217-3003-000000-57300-00000

Transfer \$ _____ from Budget _____ to Budget _____
from category _____ to category _____
from # _____-000000-000000 to # _____-000000-000000

Other \$ _____

Explanation: For replacement Quik Hitch Air Hyundai Loader

[Signature]

Date: 2/07/2022

TOWN OF BOLTON
222 Union Center Road
Bolton, CT 06033-7008
800 506-8266 for 800 543-0021

PURCHASE ORDER

Vendor Name: Kuhn Tractor PO # _____
Address: _____ TOWN OF BOLTON
City: Windsor State: CT Bolton, CT 06033-7008
Dist Budget: Hwy
Account # 1005-043-4303-000000-57300-00000
Account Name: New Equip

Quantity	Unit Price	Description	Total Price
		<u>Replacement Quik Hitch</u>	
		<u>Hyundai Loader</u>	<u>4500</u>

Requested By: _____ Date: _____ PO Total: _____
Approved By: _____ Shipping & Handling: _____
Requested Office: _____ Taxes: _____ Carrier: _____
Requested Office: _____ Total: 4500

TOWN OF BOLTON
222 Union Center Road
Bolton, CT 06033-7008
800 506-8266 for 800 543-0021

PURCHASE ORDER

Vendor Name: Home Advertising Specialty PO # _____
Address: 11 North Street, Suite 202 TOWN OF BOLTON
City: Cheshire State: CT Bolton, CT 06033-7008
Dist Budget: Admin PO # _____
Account # 1005-041-0107-000000-53300-00000
Account Name: Office Supplies

Quantity	Unit Price	Description	Total Price
		<u>Stationery</u>	

Requested By: _____ Date: _____ PO Total: _____
Approved By: _____ Shipping & Handling: _____
Requested Office: _____ Taxes: _____ Carrier: _____
Requested Office: _____ Total: _____

**BUDGET TRANSFER REQUEST
TO
BOARD OF SELECTMEN**

BUDGET: _____

Transfer \$ 179.77 from category Postage to category Admin Supplies
(within budget) from 1005-041-0107-000000-53300-00000
to 1005-041-0107-000000-53300-00000

Transfer \$ _____ from Budget _____ to Budget _____
from category _____ to category _____
from # _____-000000-000000 to # _____-000000-000000

Other \$ _____

Explanation: _____

Administrative Officer
Date

Motion: I move the Bolton Board of Selectmen accept the budget transfers as submitted.

By: Morra

Seconded: Eremita

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

Ongoing Business:

A. S. Crane – Recommendation for Permanent Status as Recreation Director

Motion: I move the Bolton Board of Selectmen accept the recommendation that Stephanie Crane serve with permanent status as Recreation Director.

By: Morra

Seconded: DePietro

Discussion: DePietro: How many hours is this position? Rupert: This is a full-time position. She is a great addition to our team. Crane has done an amazing job in these extraordinary times. Bolton is fortunate that she is interested in taking this on during this time. Sawyer: Crane has been positive in the position and is well respected in Town Hall.

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

New Business:

A. A/P Detail List

Motion: I move the Bolton Board of Selectmen approve the payment of the bills on the A/P Detail List included in the agenda packet.

By: Morra

Seconded: DePietro

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

C. Consider and Act on Tax Sale

Motion: I move the Bolton Board of Selectmen start the tax sale on the properties listed that are three years or more overdue in tax payment.

By: Morra

Seconded: Teller

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

Motion: I move that the Board of Selectmen authorize the Tax Collector to send tax demands and initiate the process of tax sales for the five properties previously approved and that we authorize her to engage a tax sale counsel, Adam Cohen, as she recommends.

By: Teller

Seconded: Eremita

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

D. Consider and Act on Purchase of Tires and Rims for FD Brush Truck

Sawyer: Have a specific vehicle that has a specific size needs and there is only one vendor. Only manufactured only for this vendor. Consider waiving the requirements for 3 verbal votes.

Motion: I move the Bolton Board of Selectmen act on the purchase on tires and rims for the Fire Department Brush Truck.

By: Morra

Seconded: DePietro

Discussion: Eremita: There is also specialty items and modifications to the body. This will be done by a vendor we deal with all the time so we are comfortable with them and they are the sole source of the tires. There is also significant work to make this brush truck work. Rupert: All of these things are necessary to install these tires. Purchase orders of \$6,251 and \$5,220 = \$11,471.

Amended motion: To include the assembly and modifications as noted.

By: Morra

Seconded: DePietro

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

C. Go Out to Bid for Bond Council Other

Motion: I move the Bolton Board of Selectmen authorize Staff to draft a Request For Proposal for Bond Council bidding to be approved by the Board of Selectmen.

By: Teller

Seconded: Eremita

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

Executive Session: Discussion of Separation Agreement for Highway Supervisor

Motion: I move the Bolton Board of Selectmen enter executive session for discussion of the draft separation agreement for Highway Supervisor with Jim Rupert in attendance.

By: Teller

Seconded: Morra

Voting:

For: Morra, Eremita, DePietro, Sawyer, Teller

Against: None

Abstain: None

The BOS entered Executive Session at 8:46 p.m.

The BOS existed Executive Session at 9:00 p.m.

Adjournment:

Motion: I move the Bolton Board of Selectmen adjourn.

By: Morra

Seconded: Teller

Voting:

For: Morra, DePietro, Sawyer, Teller, Eremita

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 motions and any corrections hereto.