

**BOLTON BOARD OF SELECTMEN
BUDGET WORKSHOP SPECIAL MEETING
5:30 PM, TUESDAY, JANUARY 24, 2023
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD
In-Person and Virtual (Hybrid Format)**

MINUTES

Board of Selectmen Members Present: First Selectman Pamela Sawyer (arrived in-person at 5:51 p.m.), Deputy First Selectman Robert Morra (arrived in-person at 5:51 p.m.), Adam Teller (via Zoom), Robert DePietro (via Zoom), Michael Eremita (via Zoom)

Staff Present: Interim Administrative Officer Jim Rupert (in-person), Recording Secretary Linda H. McDonald (via Zoom), Chief Financial Officer Jill Collins (via Zoom), Tax Collector Lori Bushnell (in-person)

Bentley Memorial Library Board of Directors Present (via Zoom): Library Director Elizabeth Thornton, Bentley Memorial Library Board of Directors Chair Rebecca Holliman, Claire Fazzina , Polly Silva, and Dot Neil

Fire Department & Fire Commission Members Present: Fire Chief Bruce Dixon (arrived 5:57 p.m. via Zoom), Fire Commission Chairman John Morianos (arrived 5:57 p.m. in-person), Jason Vincent, Captain Perriera (arrived 5:58 p.m. via Zoom), Fire Captain Matthew Perriera (arrived via Zoom at 5:58 P.M.), Fire Lieutenant Bryan Goulet (arrived via Zoom at 5:58 p.m.) Fire Lieutenant James DeMorro (arrived via Zoom at 6:03 p.m.), Fire Lieutenant Laura Goulet (arrived via Zoom at 5:58 p.m.)

1. Call to Order: J. Rupert called the meeting to order at 5:37 p.m.
2. Budgets:
 - 2.1 Tax Department:

Tax Collector Lori Bushnell presented the FY2024 Tax Department budget, explaining the proposed increases in the Professional Educational Training, Advertising, Printing and Binding, and Dues and Fees line items.

Per request by R. DePietro, L. Bushnell will make a change to the budget sheet to assign the projected costs in some line items to the Tax Collector Assistant, not a particular individual.

- 2.2 Library:

Library Director Elizabeth Thornton presented the Library FY2024 budget, noting the proposed additional amounts in the following line items:

- Payroll – This line item is a combined line item for the two part-time employees (contractual) as well as the full-time. E. Thornton explained she does not know the specifics of the contractual amount for the part-time employees and made her best guess when developing the budget.
- Library materials – E. Thornton said the additional amount is for an increase in usage of downloadable materials for the patrons including downloading audio books, e-books, music, movies and streaming a variety of things and also figures in the cost-of-living for the print

material. She noted there has also been an increase in the number of print materials checked out as well.

- Equipment – E. Thornton noted the library has been down three computers for several years, taken out because they were not working. The proposed increase would be for replacing two computers, replacing a broken laptop, and to add shelving in the children’s room.

J. Rupert noted that computers do not get replaced through individual department budgets, but through the Administration budget. He said the Town has developed a technology plan that helps for replacements. He will work with L. Thornton to help the library get caught up with the technology plan and said the proposed cost earmarked for the computer replacements should be removed from the library equipment budget line item.

Per request of the selectmen, L. Thornton said she will the board with a circulation report breakdown by the categories of adults, young adults and children.

2.3 Fire Commission:

Members of the Volunteer Fire Department and Fire Commission presented the proposed FY2024 Fire Commission budget, speaking to the increased costs in the line items of Communications, Equipment, and Fire Security. Members described the benefits of procuring different types of equipment that would provide additional safety measures to firefighters.

Fire Commission Chairman John Morianos explained the fees for dispatch (TN 911 Center) and services from the Tolland County Mutual Aid Service have increased. He said the Fire Commission has no control over these increases.

Discussion followed on staffing issues. M. Eremita suggested the town consider adding paid staff during daytime hours to take over some of the roles of the volunteers. He said the town could fund the paid staff through applying for a Safer Grant.

Chief Dixon requested the issues of staffing (additional Fire Department manpower) be added to the next BOS agenda.

P. Sawyer thanked the department members for what they do every day on behalf of the BOS and the townspeople who rely on the fire department being there for peace of mind.

3. Adjournment: P. Sawyer adjourned the meeting at 6:45 p.m.

Respectfully submitted by Linda H. McDonald

Linda H. McDonald

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