

**BOLTON BOARD OF SELECTMEN
BUDGET WORKSHOP SPECIAL MEETING
7:00 PM, THURSDAY, FEBRUARY 2, 2023
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD
In-Person and Virtual (Hybrid Format)**

MINUTES

Board of Selectmen Members Present: First Selectman Pamela Sawyer (in-person), Deputy First Selectman Robert Morra (in-person), Adam Teller (in-person), Robert DePietro (via Zoom), Michael Eremita (via Zoom)

Staff Present: Interim Administrative Officer James Rupert (in-person), Recording Secretary Linda H. McDonald (via Zoom), Chief Financial Officer Jill Collins (via Zoom), Recreation Director Stephanie Crane (via Zoom)

1. Call to Order: P. Sawyer called the meeting to order at 7:00 p.m.
2. Budgets
- 2.a Recreation:

Recreation Director S. Crane spoke to the recreation director salary survey she compiled of twenty towns with populations similar to Bolton and a survey of towns surrounding Bolton conducted by the Town of Coventry to support her request for an increase in salary greater than the normal 2.25%. She said the proposed salary increase in the FY2024 budget is competitive and would ensure the continued quality of programming that is being produced with only one full-time staff member in the department.

Regarding the payroll for the Herrick Park summer camp staff, S. Crane explained the proposed hourly increases for summer lifeguards and camp director have been proposed in order to retain staff for the entire summer.

S. Crane proposed two options (A and B) for the FY2024 budget that raise gate fees and the fee for pavilion rental at Indian Notch Park at Bolton Lake in order to break even due to the increase in minimum wage and to remain competitive with what the State is offering summer staff at State parks. She explained Coventry and Bolton will be offering the same rates to the lifeguards so the two towns can hire staff together and share lifeguards, if needed.

In her request for town support, S. Crane said, due to salary increases, staff pay increases, and the increasing cost of supplies, revenue does not cover expenses and, without town support, the department would have to dip into its savings account. The amount of town support would be determined on whether budget option A or B for raising fees is chosen. J. Collins noted the savings (round) account currently has \$170,000. S. Crane said camp, lake and basketball are the highest revenue-producing activities and hopes to add more programs to make the department self-sustaining.

Discussion followed. P. Sawyer, said when considering ECS grants, the state looks at the economic level and median income level of the towns. She the twenty-town salary survey includes wealthier towns with higher median incomes and significant industrial and commercial

income. P. Sawyer requested S. Crane to re-visit the salary survey and take out those towns that have significantly higher median income levels. A. Teller noted that the data in materials provided for budget options A and B were reversed. S. Crane said she will provide revised budget materials based on the requests and comments from the board and to correct the data in budget options A and B.

2.b Fire Marshal: In his presentation, J. Rupert explained the proposed budget is relatively flat, with an overall increase of \$1,000.

2.c Other:

- Planning and Zoning Commission: J. Rupert noted the request is lower than the appropriation for the current fiscal year.
- Zoning Board of Appeals: J. Rupert explained this board meets only when there is a zoning appeal before them, making it difficult to plan the yearly budget. The proposed budget, which is relatively flat from the current year, was based on five under one-hour meetings for the year.
- Inland Wetlands Commission: J. Rupert said this is a flat budget, with no proposed increase over the current fiscal year.
- Temporary Public Building Commission: J. Rupert said this is a flat budget, with no proposed increase over the current fiscal year.

3. Adjournment: A. Teller MOVED to adjourn the meeting at 8:05 p.m. R. DePietro SECONDED. MOTION CARRIED 5:0:0.

Upcoming Meetings:

Regular Meeting – Tuesday, February 7, 2023

A/P Meeting (tentative) - Thursday, February 9, 2023

Budget Meeting (following A/P meeting) – Thursday, February 9, 2023

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.