

2024 Reappointment

I wish to be reappointed as:

- a full time member
- an alternate *only - 2 yrs*
- either as a full member or alternate
- I do not wish to be re-appointed at this time.

Board/Commission: Veterans Commission

Name: Kathy Walsh

Address: 5 Alexis Dr

Bolton Ct 06043

Day Phone: 860-647-0895 (H)

Evening Phone: 860-836-5059 (c)

E-Mail: Kfwalsh781@gmail.com

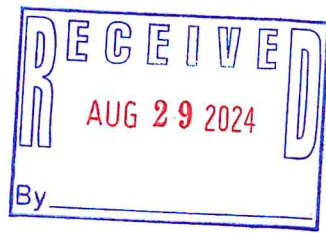
PLEASE RETURN TO: hr@boltonct.org

or

Jim Rupert, Town Administrator
222 Bolton Center Road
Bolton, CT 06043

By: June 10, 2024

36.



Mr. James Rupert
Town Administrator
Town of Bolton
222 Bolton Center Road
Bolton, CT 06043

August 29, 2024

Mr. Rupert,

I have decided to officially retire so I will be leaving my position as Board Clerk to the Board of Selectmen and Planning and Zoning Commission. My last day of employment will be Friday, August 30, 2024.

All the minutes I am currently responsible for have been submitted to the Town Clerk and Kathy McCavanagh. Thank you for the opportunity to work with the boards, commissions, and staff. Everyone has been so professional and kind to me.

Sincerely,

Linda McDonald

Linda McDonald

5a.

AUTHORIZING RESOLUTION OF THE

TOWN OF BOLTON

CERTIFICATION:

I, Elizabeth Waters, the Town Clerk of the Town of Bolton, do hereby certify that the following is a true and correct copy of a resolution adopted by Bolton Board of Selectmen at its duly called and held meeting on September 10, 2024 at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect:

RESOLVED, that the Town of Bolton may enter into with and deliver to the **State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security** any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that Rodney J. Fournier, as First Selectman of the Town of Bolton, is authorized and directed to execute and deliver any and all documents on behalf of the Bolton Board of Selectmen and to do and perform all acts and things which he/she deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

The undersigned further certifies that Rodney J. Fournier now holds the office of First Selectman and that he has held that office since November 14, 2023.

IN WITNESS WHEREOF: The undersigned has executed this certificate on this 11th day of September 2024.

Elizabeth C. Waters
Town Clerk



Points of Contact

1. The Point of Contact for DESPP/DEMHS as the SAA	
Name & Title: Deputy Commissioner Brenda M. Bergeron	
Address: 1111 Country Club Road, Middletown, CT 06457	
Emails: brenda.bergeron@ct.gov and DEMHS.HSGP@ct.gov	Phone: 860-685-8531
	Fax: 860-685-8551
2. The Point of Contact for (Please fill in the following fields)	
	TOWN OF BOLTON
Name & Title: Kathy McCavanagh - Executive Ass	
Address: 222 Bolton Center Road	
Email Address: kmccavanagh@boltonct.gov	Phone: 860-649-8066 x6111
	Fax: 860-643-0021

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the dates written below:

THE TOWN OF BOLTON

By: _____
 Its Chief Executive Officer
 Duly Authorized
 Typed Name & Title: Rodney J. Fournier

Date: _____
 First Selectman

THE Capitol Region COG, as fiduciary agent By:

 Its Chief Executive Officer
 Duly Authorized
 Typed Name _____

Date: _____

DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION/
DIVISION OF EMERGENCY MANAGEMENT & HOMELAND SECURITY

By: _____
 Brenda M. Bergeron
 Duly Authorized

Date: _____

Handwritten note: u/s sign handout

9/6/24

Dear Board of Selectmen,

I am asking that you consider and act to approve the RPIP grant proposal that we have been working on with the Town of Marlborough and CRCOG. CRCOG will be the applicant for the grant and will manage the grant with Bolton and Marlborough being beneficiaries of the grant funding. The grant is a Regional Performance Incentive Grant and will offset the cost of a shared assistant building official and some supervisory time for that employee.

Aside from the financial benefits of the program it will fulfill both towns needs for building official hours. Bolton has remained understaffed since our previous ABO left and Marlborough is currently using a retired individual on a temporary basis. Marlborough is in need of 24 hours per week of service and that would give us 13 hours of additional ABO time, which is much needed. Other benefits include a depth of staffing that will benefit all of our participating towns so that we have coverage during planned and unplanned absences. This will also place less stress on our Chief Building Official to cover all four towns in the absence of our ABO who has limited hours and works three days per week.

It is my strong recommendation that you approve our participation in this grant opportunity.

Thank you for your consideration.

Jim Rupert

Town Administrator

Schedule A Cost of Services

Annual Cost of services (FY 2025): \$137,280

	FY 2025	FY 2026	FY 2027
Total Cost of Services	\$137,280	\$140,713	\$144,231
Marlborough Annual Share	\$24,024	\$49,250	\$75,721
Bolton's Annual Share	\$10,296	\$21,107	\$32,452
(Anticipated RPIP Grant share)	\$102,960	\$70,357	\$36,058

FY 2025

69.

FY2025 August 30, 2024	Adopted Budget	Revised Budget	Expense YTD	Balance	Encumbrance	Unexpended	% Expended	FY24	FY23	FY22
Administration	\$ 754,500.00	\$ 754,500.00	\$ 129,318.80	\$ 625,181.20	\$ -	\$ 625,181.20	17.14%	18.57%	11.02%	12.64%
Board of Finance	\$ 2,700.00	\$ 2,700.00	\$ -	\$ 2,700.00	\$ -	\$ 2,700.00	0.00%	0.00%	3.11%	3.05%
Financial Administration	\$ 262,074.00	\$ 262,074.00	\$ 40,873.86	\$ 221,200.14	\$ 512.30	\$ 220,687.84	15.79%	16.08%	12.83%	13.06%
Auditing	\$ 45,000.00	\$ 45,000.00	\$ -	\$ 45,000.00	\$ -	\$ 45,000.00	0.00%	0.00%	0.00%	0.00%
Assessor	\$ 164,721.00	\$ 164,721.00	\$ 28,193.74	\$ 136,527.26	\$ 1,382.56	\$ 135,144.70	17.96%	15.94%	8.99%	13.75%
Tax Collector	\$ 96,534.00	\$ 96,534.00	\$ 19,553.50	\$ 76,980.50	\$ -	\$ 76,980.50	20.26%	17.05%	14.15%	17.14%
Fringe Benefits	\$ 1,051,480.00	\$ 1,051,480.00	\$ 230,826.03	\$ 820,653.97	\$ -	\$ 820,653.97	21.95%	15.39%	13.48%	12.32%
Town Clerk	\$ 146,209.00	\$ 146,209.00	\$ 25,553.31	\$ 120,655.69	\$ 6,820.00	\$ 113,835.69	22.14%	22.75%	18.77%	18.92%
Land Use	\$ 382,844.00	\$ 382,844.00	\$ 54,675.63	\$ 328,168.37	\$ 34,896.52	\$ 293,271.85	23.40%	22.60%	18.73%	17.62%
Planning & Zoning	\$ 4,000.00	\$ 4,000.00	\$ 229.70	\$ 3,770.30	\$ -	\$ 3,770.30	5.74%	4.81%	8.00%	3.31%
Zoning Board of Appeals	\$ 1,650.00	\$ 1,650.00	\$ -	\$ 1,650.00	\$ -	\$ 1,650.00	0.00%	8.60%	0.00%	2.10%
Property Insurance	\$ 159,450.00	\$ 159,450.00	\$ 34,030.50	\$ 125,419.50	\$ -	\$ 125,419.50	21.34%	13.65%	19.69%	27.85%
Probate	\$ 7,476.00	\$ 7,476.00	\$ -	\$ 7,476.00	\$ -	\$ 7,476.00	0.00%	0.00%	0.00%	0.00%
Inlands/Wetlands	\$ 2,235.00	\$ 2,235.00	\$ 75.00	\$ 2,160.00	\$ -	\$ 2,160.00	3.36%	4.47%	6.87%	3.00%
Economic Development	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	0.00%	0.00%		
Elections	\$ 138,878.00	\$ 138,878.00	\$ 13,782.82	\$ 125,095.18	\$ 1,735.00	\$ 123,360.18	11.17%	5.26%	23.95%	15.86%
Police	\$ 301,300.00	\$ 301,300.00	\$ -	\$ 301,300.00	\$ -	\$ 301,300.00	0.00%	0.00%	0.00%	0.00%
Fire Commission	\$ 287,514.00	\$ 287,514.00	\$ 35,385.98	\$ 252,128.02	\$ 106,367.62	\$ 145,760.40	49.30%	36.38%	25.03%	21.76%
Animal Control	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00	0.00%	100.00%	96.77%	0.00%
Fire Marshal	\$ 29,900.00	\$ 29,900.00	\$ 4,250.74	\$ 25,649.26	\$ -	\$ 25,649.26	14.22%	6.27%	2.06%	2.15%
Emergency Management	\$ 11,165.00	\$ 11,165.00	\$ 716.10	\$ 10,448.90	\$ -	\$ 10,448.90	6.41%	7.01%	16.56%	12.03%
Highways and Streets	\$ 1,073,967.00	\$ 1,073,967.00	\$ 78,816.31	\$ 995,150.69	\$ 3,553.16	\$ 991,597.53	7.67%	8.33%	33.67%	18.31%
Public Building Commission	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%	1.63%	0.00%
Parks/Town Building Ops	\$ 826,308.00	\$ 826,308.00	\$ 118,730.64	\$ 707,577.36	\$ 7,878.32	\$ 699,699.04	15.32%	15.36%	11.29%	11.35%
Public Health Admin	\$ 28,409.00	\$ 28,409.00	\$ 7,175.49	\$ 21,233.51	\$ -	\$ 21,233.51	25.26%	24.65%	24.65%	23.27%
Veterans' Commission	\$ 600.00	\$ 600.00	\$ -	\$ 600.00	\$ -	\$ 600.00	0.00%	0.00%		
Seniors / Social Services	\$ 184,642.00	\$ 184,642.00	\$ 30,487.70	\$ 154,154.30	\$ 12,473.28	\$ 141,681.02	23.27%	20.05%	18.19%	10.15%
Library	\$ 313,067.00	\$ 313,067.00	\$ 67,726.08	\$ 245,340.92	\$ 21,845.04	\$ 223,495.88	28.61%	28.78%	20.93%	24.66%
Recreation	\$ 6,000.00	\$ 6,000.00	\$ -	\$ 6,000.00	\$ -	\$ 6,000.00	0.00%	0.00%		
Conservation	\$ 2,305.00	\$ 2,305.00	\$ 275.00	\$ 2,030.00	\$ -	\$ 2,030.00	11.93%	9.50%	13.42%	4.82%
Waste Collection	\$ 727,830.00	\$ 727,830.00	\$ 90,252.75	\$ 637,577.25	\$ 3,300.00	\$ 634,277.25	12.85%	14.96%	13.61%	8.72%
Totals	\$ 7,027,758.00	\$ 7,027,758.00	\$ 1,010,929.68	\$ 6,016,828.32	\$ 200,763.80	\$ 5,816,064.52	17.24%	18.09%	10.53%	12.33%

FY 2024

FY2024 Unaudited	Adopted Budget	Revised Budget	Expense YTD	Balance	Encumbrance	Unexpended	% Expensed
Administration	\$ 700,500.00	\$ 700,500.00	\$ 671,920.71	\$ 28,579.29	\$ -	\$ 28,579.29	95.92%
Board of Finance	\$ 2,450.00	\$ 2,450.00	\$ 1,620.66	\$ 829.34	\$ -	\$ 829.34	66.15%
Financial Administration	\$ 240,308.00	\$ 240,308.00	\$ 233,823.73	\$ 6,484.27	\$ -	\$ 6,484.27	97.30%
Auditing	\$ 45,000.00	\$ 45,000.00	\$ 30,500.00	\$ 14,500.00	\$ -	\$ 14,500.00	67.78%
Assessor	\$ 160,971.00	\$ 160,971.00	\$ 152,493.65	\$ 8,477.35	\$ -	\$ 8,477.35	94.73%
Tax Collector	\$ 94,912.00	\$ 94,912.00	\$ 88,049.68	\$ 6,862.32	\$ -	\$ 6,862.32	92.77%
Fringe Benefits	\$ 1,071,100.00	\$ 1,048,667.00	\$ 957,199.59	\$ 91,467.41	\$ -	\$ 91,467.41	91.28%
Town Clerk	\$ 141,440.00	\$ 141,440.00	\$ 141,177.10	\$ 262.90	\$ -	\$ 262.90	99.81%
Land Use	\$ 386,837.00	\$ 370,337.00	\$ 351,497.64	\$ 18,839.36	\$ -	\$ 18,839.36	94.91%
Planning & Zoning	\$ 4,205.00	\$ 4,205.00	\$ 2,321.83	\$ 1,883.17	\$ -	\$ 1,883.17	55.22%
Zoning Board of Appeals	\$ 1,650.00	\$ 1,650.00	\$ 781.93	\$ 868.07	\$ -	\$ 868.07	47.39%
Property Insurance	\$ 155,000.00	\$ 155,000.00	\$ 112,389.46	\$ 42,610.54	\$ -	\$ 42,610.54	72.51%
Probate	\$ 7,258.00	\$ 7,258.00	\$ 6,059.00	\$ 1,199.00	\$ -	\$ 1,199.00	83.48%
Inlands/Wetlands	\$ 2,235.00	\$ 2,235.00	\$ 1,088.69	\$ 1,146.31	\$ -	\$ 1,146.31	48.71%
Economic Development	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -	\$ -	\$ -	100.00%
Elections	\$ 67,830.00	\$ 67,830.00	\$ 57,176.76	\$ 10,653.24	\$ -	\$ 10,653.24	84.29%
Police	\$ 311,300.00	\$ 311,300.00	\$ 275,377.84	\$ 35,922.16	\$ -	\$ 35,922.16	88.46%
Fire Commission	\$ 257,981.00	\$ 252,981.00	\$ 249,694.81	\$ 3,286.19	\$ -	\$ 3,286.19	98.70%
Animal Control	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ -	\$ -	\$ -	100.00%
Fire Marshal	\$ 32,000.00	\$ 32,000.00	\$ 25,314.19	\$ 6,685.81	\$ -	\$ 6,685.81	79.11%
Emergency Management	\$ 11,000.00	\$ 11,000.00	\$ 5,854.44	\$ 5,145.56	\$ -	\$ 5,145.56	53.22%
Highways and Streets	\$ 1,067,767.00	\$ 1,033,528.26	\$ 1,014,079.64	\$ 19,448.62	\$ 12,989.00	\$ 6,459.62	99.37%
Public Building Commission	\$ 4,100.00	\$ 4,100.00	\$ -	\$ 4,100.00	\$ -	\$ 4,100.00	0.00%
Parks/Town Building Ops	\$ 826,719.00	\$ 826,719.00	\$ 778,544.90	\$ 48,174.10	\$ -	\$ 48,174.10	94.17%
Public Health Admin	\$ 28,409.00	\$ 28,534.00	\$ 28,533.04	\$ 0.96	\$ -	\$ 0.96	100.00%
Veterans' Commission	\$ 600.00	\$ 600.00	\$ -	\$ 600.00	\$ -	\$ 600.00	0.00%
Seniors / Social Services	\$ 175,469.00	\$ 175,344.00	\$ 162,710.88	\$ 12,633.12	\$ -	\$ 12,633.12	92.80%
Library	\$ 307,561.00	\$ 307,561.00	\$ 292,472.66	\$ 15,088.34	\$ -	\$ 15,088.34	95.09%
Recreation	\$ 11,144.00	\$ 11,144.00	\$ 11,144.00	\$ -	\$ -	\$ -	100.00%
Conservation	\$ 2,105.00	\$ 2,105.00	\$ 2,035.00	\$ 70.00	\$ -	\$ 70.00	96.67%
Waste Collection	\$ 597,230.00	\$ 656,968.74	\$ 648,930.79	\$ 8,037.95	\$ -	\$ 8,037.95	98.78%
Totals	\$ 6,724,081.00	\$ 6,705,648.00	\$ 6,311,792.62	\$ 393,855.38	\$ 12,989.00	\$ 380,866.38	94.34%

The difference between Adopted and Revised Budget is \$18,433. This is the money that was moved to Capital Improvement to pay for additional items needed for the new fire truck.

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1085

09/12/2024

Fiscal Year: 2024-2025

Vendor Remit Name
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
A.D.B. CONSTRUCTION & SEPTIC CORP					
Check Group:					
	1	250470	W2777 8/20/2024	1005.043.4303.000000.54411.00000 Waste Water Removal - H. W.	\$620.00
				Check #: 0	
				PO/Invoice Total:	\$620.00
				Vendor Total:	\$620.00
ABLE TOOL & EQUIPMENT					
Check Group:					
	1	250311	153635-1 8/6/2024	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	\$338.00
				Check #: 0	
				PO/Invoice Total:	\$338.00
				Vendor Total:	\$338.00
ALL STATE FIRE EQUIPMENT					
			T13878		
Check Group:					
	1	250431	12793209 8/21/2024	1005.043.4399.000000.54300.00000 Repair & Maint. Services - Town Build. Oper.	\$375.00
				Check #: 0	
				PO/Invoice Total:	\$375.00
				Vendor Total:	\$375.00
ANTHEM BLUE CROSS AND BLUE SHIELD					
Check Group:					
	1	0	1712570G 8/17/2024	1005.000.0000.000000.20770.00000 Insurance Clearing Liability	\$502.93
				Check #: 0	
				PO/Invoice Total:	\$502.93
				Vendor Total:	\$502.93
ANTHEM LIFE					

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Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1085 09/12/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
TOWN LIFE INSURANCE - SEPT 2024		1	0	10333534 8/19/2024	1005.041.4141.000000.52100.00000 Life Insurance - Empl. Bene	\$181.33
				Check #: 0		
					PO/InvoiceTotal:	\$181.33
					Vendor Total:	\$181.33
BRYANNA MARTIN						
Check Group:						
FY 24/25 BOOT PURCHASE REIMBURSEMENT PER UNION CONTRACT		1	0	FY24/25 BOOT MONEY 8/27/2024	1005.043.4399.000000.56930.00000 Uniforms - Town Building Oper.	\$100.00
				Check #: 0		
					PO/InvoiceTotal:	\$100.00
					Vendor Total:	\$100.00
CAAO, INC.						
Check Group:						
2024 MOTOR VEHICLE PRICING SUBSCRIPTION		1	250121	2024 JD POWER 6/28/2024	1005.041.4131.000000.56120.00000 Office Oper. Supplies - Assess.	\$985.00
				Check #: 0		
					PO/InvoiceTotal:	\$985.00
					Vendor Total:	\$985.00
CASELLA WASTE						
Check Group:						
Tipping Fees SINGLESTREAM-IN* - AUG 2024	T5210	1	0	3746725 8/31/2024	1005.084.8405.000000.54421.00000 Tipping Fees - Ref. Serv.	\$1,759.69
				Check #: 0		
					PO/InvoiceTotal:	\$1,759.69
					Vendor Total:	\$1,759.69
COMCAST.						
Check Group:						

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1085

09/12/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description

Account

Invoice Invoice Date

PO No.

QTY

Vendor #

HP INTERNET #5775

Amount

1005.043.4399.000000.55300.00000

#5775
8/30-9/29/24
8/23/2024

1 0

Communications - Town Building Oper.

Check #: 0

PO/InvoiceTotal: \$115.35

Vendor Total: \$115.35

CORELOGIC

Check Group:

REAL ESTATE TAX REFUND BILL #2023-01-0000476

1 0

28 WATROUS RD 1005.000.0000.000000.20780.00000
8/6/2024 Tax Refund Exchange Account

\$5,900.00

Check #: 0

PO/InvoiceTotal: \$5,900.00

Vendor Total: \$5,900.00

COREY PEACOCK

Check Group:

VIN #1FTEX1EP0GFC44610, BILL #2023-03-0053892

1 0

VEHICLE TAX REFUND 1005.000.0000.000000.20780.00000
7/30/2024 Tax Refund Exchange Account

\$44.79

Check #: 0

PO/InvoiceTotal: \$44.79

Vendor Total: \$44.79

DAVID B. ROGGI

Check Group:

VIN #2HKRM4H35EH635548, BILL #2023-03-0054264

1 0

VEHICLE TAX REFUND 1005.000.0000.000000.20780.00000
8/19/2024 Tax Refund Exchange Account

\$69.14

Check #: 0

PO/InvoiceTotal: \$69.14

Vendor Total: \$69.14

DON STEVENS TIRE CO INC

Check Group:

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1085

09/12/2024

Fiscal Year: 2024-2025

Vendor Remit Name
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
REMOVAL OF TIRES FROM RECYCLE CENTER	1	250468	RECEIPT #1357 8/28/2024	1005.084.8405.000000.54101.00000 Refuse Removal. - Ref. Serv.	\$234.00

Check #: 0

PO/InvoiceTotal: \$234.00
Vendor Total: \$234.00

EAST RIVER ENERGY

Check Group:

GAS - 593.60 GAL @ \$2.924073 PER GAL	1	0	1066520 8/22/2024	1005.043.4303.000000.56260.00000 Diesel & Gasoline - H.W.	\$1,735.73
GAS - 1,470.20 GAL @ \$2.690471 PER GAL	1	0	1066521 8/22/2024	1005.043.4303.000000.56260.00000 Diesel & Gasoline - H.W.	\$3,955.53

Check #: 0

PO/InvoiceTotal: \$5,691.26
Vendor Total: \$5,691.26

ESTATE OF STEWART E NOVICK

Check Group:

17 LOOKOUT LANDING, BILL #2023-01-0000926	1	0	PROP TAX REFUND 8/2/2024	1005.000.0000.000000.20780.00000 Tax Refund Exchange Account	\$13,099.27
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Check #: 0

PO/InvoiceTotal: \$13,099.27
Vendor Total: \$13,099.27

Eversource.

Check Group:

Electricity - FD #2007	1	0	#2007 7/22-8/21/24 8/22/2024	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$856.03
Electricity - TH/COMM HALL #2014	1	0	#2014 7/22-8/21/24 8/22/2024	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$1,006.10

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2024-2025

Vendor Remit Name
Description

Voucher Batch Number: 1085

09/12/2024

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Electricity - 98 NOTCH REAR #2020	1	0	#2020 7/22-8/21/24	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$753.67
Electricity - LIONS #2031	1	0	#2031 7/22-8/22/24	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$58.99
Electricity - INP #2041	1	0	#2041 7/22-8/22/24	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$50.82
Electricity - BML #2045	1	0	#2045 7/22-8/21/24	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$844.28
Electricity - GAZEBO #2055	1	0	#2055 7/22-8/22/24	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$44.27
Electricity - 98 NOTCH SSS #2075	1	0	#2075 7/22-8/22/24	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$44.00
Electricity - RST #2086	1	0	#2086 7/22-8/22/24	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$314.24
Electricity - NRMC #2092	1	0	#2092 7/22-8/21/24	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$1,296.54
Electricity - BHF #4029	1	0	#4029 7/22-8/22/24	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$23.75
Electricity - BALLFIELD #4069	1	0	#4069 7/22-8/21/24	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$557.65
Electricity - HIGH RIDGE FARM #5034	1	0	#5034 7/16-8/15/24	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$13.52
Electricity - BI-OP SHED #6034	1	0	#6034 7/22-8/22/24	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$45.47

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1085

09/12/2024

Fiscal Year: 2024-2025

Vendor Remit Name
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
	1	0	#9098 7/22-8/22/24	1005.043.4399.000000.56220.00000	\$268.64
			8/22/2024	Electricity - Town Building Oper.	

Check #: 0

PO/Invoice Total: \$6,177.97
Vendor Total: \$6,177.97

FIRE TECH AND SAFETY

Check Group:

REPLACEMENT HYDRAULIC HOSE FOR R-134	1	250433	ORDER #301516 8/14/2024	1005.042.4203.000000.56100.00000 Repairs & Maint. Supplies - Fire Comm.	\$454.00
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Check #: 0

PO/Invoice Total: \$454.00
Vendor Total: \$454.00

FIRST STUDENT, INC

Check Group:

SUMMER CAMP BUS CHARTER TO INP 7/18/24	1	250115	SF-193871 8/22/2024	2970.045.4503.300101.53400.00000 Herrick Park Summer Camp - Other Profess. Serv	\$324.50
SUMMER CAMP BUS CHARTER TO PARKADE CINEMAS 7/25/24	1	250115	SF-199128 8/29/2024	2970.045.4503.300101.53400.00000 Herrick Park Summer Camp - Other Profess. Serv	\$432.00

Check #: 0

PO/Invoice Total: \$756.50
Vendor Total: \$756.50

FISH FAMILY FARM INC

Check Group:

20 DIMOCK LN, BILL #2023-02-0040108	1	0	PROP TAX REFUND 8/1/2024	1005.000.0000.000000.20780.00000 Tax Refund Exchange Account	\$327.73
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Check #: 0

PO/Invoice Total: \$327.73
Vendor Total: \$327.73

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1085

09/12/2024

Fiscal Year: 2024-2025

Vendor Remit Name
Description

Amount

Vendor #

QTY

PO No.

Invoice Date

Account

Amount

FLORENCE & ANDREW SAWYER

Check Group:

VIN #KNAFK4A64E5172053, BILL #2023-03-0054459

1 0

VEHICLE TAX
REFUND
8/21/2024

1005.000.0000.000000.20780.00000

\$173.85

Tax Refund Exchange Account

Check #: 0

PO/InvoiceTotal: \$173.85

Vendor Total: \$173.85

FRANK FETZER

Check Group:

VIN #5NPET4AC1AH599055, BILL #2023-03-0051624

1 0

VEHICLE TAX
REFUND
8/3/2024

1005.000.0000.000000.20780.00000

\$19.25

Tax Refund Exchange Account

Check #: 0

PO/InvoiceTotal: \$19.25

Vendor Total: \$19.25

FREIGHTLINER OF HARTFORD, INC

Check Group:

DIESEL EXHAUST FLUID

1 0

1041512
8/14/2024

1005.043.4303.000000.56100.00000

\$182.52

Repair & Maintenance Supplies - H.W.

Check #: 0

PO/InvoiceTotal: \$182.52

Vendor Total: \$182.52

FRONTIER.

Check Group:

NRMC TELEPHONE #1243

1 0

#1243
8/17-9/16/24
8/17/2024

1005.043.4399.000000.55300.00000

\$509.35

Communications - Town Building Oper.

Check #: 0

PO/InvoiceTotal: \$509.35

Vendor Total: \$509.35

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1085

09/12/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
<p>Vendor: B3131</p> <p>Check Group: DOG WASTE STATION</p>					
	1	250418	9221895254 8/20/2024	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$576.37
			Check #: 0		
				PO/Invoice Total:	\$576.37
				Vendor Total:	\$576.37
<p>Vendor: T8186</p> <p>Check Group: HONDA LEASE TRUST</p>					
	1	0	5FNYF8H94MB01 6938 7/30/2024	1005.000.0000.000000.20780.00000 Tax Refund Exchange Account	\$697.11
			Check #: 0		
				PO/Invoice Total:	\$697.11
				Vendor Total:	\$697.11
<p>Vendor: KENNETH HICKS</p> <p>Check Group: NIGHTSHIFT BAND SUMMER CONCERT 8/21/24</p>					
	1	250159	8/21/24 CONCERT 8/21/2024	2970.045.4503.300109.53400.00000 Miscellaneous - Other Professional Services	\$750.00
			Check #: 0		
				PO/Invoice Total:	\$750.00
				Vendor Total:	\$750.00
<p>Vendor: LOOMIS COMMONS LLC</p> <p>Check Group: 7 LOOMIS RD, BILL #2023-01-0001438</p>					
	1	0	PROP TAX REFUND 8/1/2024	1005.000.0000.000000.20780.00000 Tax Refund Exchange Account	\$16,454.50
			Check #: 0		
				PO/Invoice Total:	\$16,454.50
				Vendor Total:	\$16,454.50

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1085 09/12/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	QTY	PO No.	Invoice Date	Account	Amount
LOWES BUSINESS ACCOUNT T1158					
Check Group: 7/13/24 LATE FEE					
	1	0	7/13/24 LATE FEE 7/13/2024	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$40.00
				Check #: 0	PO/InvoiceTotal: \$40.00
Check Group: MATERIALS TO REPAIR LOWER TIMBER WALL PLANTINGS AT HERRICK PARK					
	1	250182	93865 8/1/2024	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$225.95
				Check #: 0	PO/InvoiceTotal: \$225.95
Check Group: OUTDOOR STORAGE & SHELVING - REORDER CREDIT					
	1	250308	93842 8/1/2024	2861.044.4427.000000.25045.00000 Other Liabilities - AARP Grant	(\$8.89)
				Check #: 0	PO/InvoiceTotal: (\$8.89)
Check Group: MANCHESTER SAFE & LOCK LLC					
	1	0	83076 8/29/2024	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$23.00
				Check #: 0	Vendor Total: \$257.06
Check Group: Marcus Communications Lic					
	1	0	92626 9/1/2024	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$15.00
				Check #: 0	PO/InvoiceTotal: \$23.00
				Vendor Total:	\$23.00

MONTHLY RADIO RENTAL: SEPT 2024

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1085

09/12/2024

Fiscal Year: 2024-2025

Vendor Remit Name
Description

Amount

Account

Invoice
Invoice Date

QTY

PO No.

Vendor #

Check #: 0

PO/InvoiceTotal: \$15.00

Vendor Total: \$15.00

MARK & SANDRA TURKINGTON

Check Group:

VIN #1FTSE34LX7DA14538, BILL #2023-03-0055022

1 0

VEHICLE TAX
REFUND
8/2/2024

1005.000.0000.000000.20780.000000

\$48.95

Tax Refund Exchange Account

Check #: 0

PO/InvoiceTotal: \$48.95

Vendor Total: \$48.95

MICHAEL & JENNIFER UHRIG AND

Check Group:

129 FRENCH RD, BILL #2023-01-0002059

1 0

PROP TAX
REFUND
8/5/2024

1005.000.0000.000000.20780.000000

\$515.65

Tax Refund Exchange Account

Check #: 0

PO/InvoiceTotal: \$515.65

Vendor Total: \$515.65

MICHAEL EREMITA

Check Group:

VIN #542BB1015LB032392, BILL #2023-03-0051569

1 0

VEHICLE TAX
REFUND
8/13/2024

1005.000.0000.000000.20780.000000

\$7.92

Tax Refund Exchange Account

Check #: 0

PO/InvoiceTotal: \$7.92

Vendor Total: \$7.92

MIKE ALBERT LTD

Check Group:

VIN #4T3LWRFV2MU034414, BILL #2023-03-0053412

1 0

VEHICLE TAX
REFUND
8/20/2024

1005.000.0000.000000.20780.000000

\$588.12

Tax Refund Exchange Account

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2024-2025

Vendor Remit Name Description

Voucher Batch Number: 1085

09/12/2024

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0					
MTS BUILDERS, INC. Check Group: T13791					
REMOVAL OF GREENHOUSE & RECONSTRUCTION FOR HEALTH/SAFETY PURPOSES AS PER PROPOSAL - BID WAIVED BY SELECTMEN	1	250390	202	2824.049.4952.000000.54421.00000	\$67,000.00
			8/21/2024	Demolition of BCS Greenhouse/ARPA Expenditure	
Check #: 0					
MUNISTAT SERVICES INC Check Group:					
MUNICIPAL ADVISOR SERVICES - \$630,000 GO NOTES, ISSUE OF 2024	1	0	G.O. NOTES ISS 2024	1005.048.4899.000000.58330.00000	\$5,500.00
			8/28/2024	Bond & Note Expense	
Check #: 0					
NORTHEAST AQUATIC RESEARCH Check Group:					
8/15/24 LAB ANALYSIS - LOWER BOLTON LAKE WATER SAMPLE	1	0	24-147	1005.041.4107.000000.53300.00000	\$174.00
			8/27/2024	Professional/Tech Services - Admin.	
Check #: 0					
Novus Insight, Inc Check Group:					
EXCHANGE ENTERPRISE ONLINE PLAN	1	0	19828	1005.041.4107.000000.53300.00000	\$84.90
			8/27/2024	Professional/Tech Services - Admin.	
Check #: 0					

PO/Invoice Total: \$588.12
Vendor Total: \$588.12

PO/Invoice Total: \$67,000.00
Vendor Total: \$67,000.00

PO/Invoice Total: \$5,500.00
Vendor Total: \$5,500.00

PO/Invoice Total: \$174.00
Vendor Total: \$174.00

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2024-2025

Vendor Remit Name Description

Voucher Batch Number: 1085

09/12/2024

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0					
PAMELA SPINA					
Check Group: T24340					
RELEASE OF HP SECURITY DEPOSIT - EVENT DATE	1	0	HP DEPOSIT 8/24/24	2990.000.0000.000000.25003.00000	\$200.00
			8/26/2024	Other Liability - Herrick Park Security Deposit	
Check #: 0					
PO/InvoiceTotal: \$84.90					
Vendor Total: \$84.90					
PATRICE L CARSON					
Check Group:					
HOURLY CONSULTING SERVICES: 8/19-8/25/24	30	0	W/E 8/25/24 9/1/2024	1005.041.4151.000000.53300.00000 Professional/ Tech Serv - Build. & Land Use	\$2,250.00
HOURLY CONSULTING SERVICES: 8/26-9/1/24	25	0	W/E 9/1/24 9/1/2024	1005.041.4151.000000.53300.00000 Professional/ Tech Serv - Build. & Land Use	\$1,875.00
Check #: 0					
PO/InvoiceTotal: \$4,125.00					
Vendor Total: \$4,125.00					
PHYLLIS DALY					
Check Group:					
VIN #5FNRL38748B407057, BILL #2023-03-0051231	1	0	VEHICLE TAX REFUND 8/2/2024	1005.000.0000.000000.20780.00000 Tax Refund Exchange Account	\$8.00
Check #: 0					
PO/InvoiceTotal: \$8.00					
Vendor Total: \$8.00					
PIONEER MANUFACTURING CO					
Check Group:					

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2024-2025

Vendor Remit Name Description

Voucher Batch Number: 1085

09/12/2024

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
12	250345	12	250345	1005.043.4399.000000.56100.00000	\$1,139.31
QUICK-STRIPE ARCTIC WHITE FIELD PAINT - 12 PER CASE					
Vendor: T1636					
Check #: 0					
PO/Invoice Total: \$1,139.31					
Vendor Total: \$1,139.31					
SAFETY- KLEEN SYSTEMS, INC.					
Check Group:					
1	250469	1	250469	1005.043.4303.000000.54300.00000	\$240.95
PARTS WASHER SERVICE					
Check #: 0					
PO/Invoice Total: \$240.95					
Vendor Total: \$240.95					
SHAMROCK TREE SERVICE					
Check Group:					
1	250467	1	250467	1005.043.4303.000000.54304.00000	\$2,350.00
PRUNED TREES BLOCKING SIGHTLINE CHIP/REMOVE COMPLETE WITH CRANE & CLIMBER					
Check #: 0					
PO/Invoice Total: \$2,350.00					
Vendor Total: \$2,350.00					
2	250467	2	250467	1005.043.4303.000000.54304.00000	\$450.00
MISC ROUGH SAWN LUMBER FOR TRUCK SIDE BOARDS, ETC. (JON TREAT)					
Check #: 0					
PO/Invoice Total: \$450.00					
Vendor Total: \$450.00					
THE BELL/SIMONS CO., INC					
Check Group:					
1	0	1	0	1005.043.4399.000000.56100.00000	\$167.48
A/C MOTOR FOR HERRICK PARK					
Check #: 0					
PO/Invoice Total: \$167.48					
Vendor Total: \$167.48					

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1085 09/12/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description

THE CINCINNATI INSURANCE COMPANY

Check Group:

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
1 0			#2368 9/1/24 RENEWAL 9/3/2024	1005.041.4157.000000.55200.00000 Property & Liability Insurance	\$8,115.00
Check #: 0					
PO/InvoiceTotal:					\$8,115.00
Vendor Total:					\$8,115.00

TOLLAND COUNTY TOWN CLERKS ASSOC.

Check Group:

1 0			2024-2025 ANNUAL DUES - E WATERS & C CHMIELOWIEC	1005.041.4147.000000.58100.00000 Dues & Fees - Town Clerk	\$50.00
Check #: 0					
PO/InvoiceTotal:					\$50.00
Vendor Total:					\$50.00

Verizon Wireless

Check Group:

1 0			9971810523 8/19/2024	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$40.01
1 0			9971810523 8/19/2024	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$27.04
1 0			9971810523 8/19/2024	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$50.54
1 0			9971810523 8/19/2024	1005.044.4427.000000.55300.00000 Telephone - Sen. Serv.	\$18.56
1 0			9971810523 8/19/2024	1005.044.4427.000000.55300.00000 Telephone - Sen. Serv.	\$18.56
Check #: 0					
PO/InvoiceTotal:					\$154.71
Vendor Total:					\$154.71

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2024-2025

Vendor Remit Name Description

VILLAGE SPRING DISTRIBUTOR LLC

Check Group:

WATER

WATER

WATER

VW CREDIT LEASING LTD

Check Group:

VEHICLE TAX REFUND, BILL #2023-03-0055167

VEHICLE TAX REFUND, BILL #2023-03-0055163

VEHICLE TAX REFUND, BILL #2022-03-0055211

VEHICLE TAX REFUND, BILL #2023-03-0055162

W.H. PREUSS & SONS, INC.

Check Group:

Voucher Batch Number: 1085

09/12/2024

Vendor # T1169

Invoice Invoice Date

Account

Amount

QTY	PO No.	Invoice Invoice Date	Account	Amount
1	0	170146 - TOWN HALL 8/27/2024	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$31.80
1	0	170149 - TOWN GARAGE 8/27/2024	1005.043.4303.000000.56010.00000 Supplies - H. W.	\$31.80
1	0	170152 - SENIOR CTR 8/27/2024	1005.044.4427.000000.56010.00000 Supplies - Sen. Serv.	\$31.80

Check #: 0

PO/Invoice Total: \$95.40

Vendor Total: \$95.40

T3911

1	0	1V2KR2CA4PC50 7490 8/20/2024	1005.000.0000.000000.20780.00000 Tax Refund Exchange Account	\$461.25
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PO/Invoice Total: \$461.25

1	0	WA1VAAAGE6MB0 15732 8/20/2024	1005.000.0000.000000.20780.00000 Tax Refund Exchange Account	\$485.92
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PO/Invoice Total: \$485.92

1	0	WAUL2AF22KNO 86985-1 8/20/2024	1005.000.0000.000000.20780.00000 Tax Refund Exchange Account	\$489.34
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PO/Invoice Total: \$489.34

1	0	WAUL2AF22KNO 86985-2 8/20/2024	1005.000.0000.000000.20780.00000 Tax Refund Exchange Account	\$776.44
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PO/Invoice Total: \$776.44

Check #: 0

PO/Invoice Total: \$2,212.95

Vendor Total: \$2,212.95

T24631

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2024-2025

Vendor Remit Name Description

Voucher Batch Number: 1085

09/12/2024

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
	1	0	181167	1005.043.4399.000000.56100.00000	\$30.94
			8/29/2024	Supplies - Town Building Oper.	
Check #: 0					
PO/InvoiceTotal:					\$30.94
Vendor Total:					\$30.94
	1	250420	INVELTN100931	1005.084.8405.000000.54101.00000	\$900.00
			7/16/2024	Refuse Removal. - Ref. Serv.	
Check #: 0					
PO/InvoiceTotal:					\$900.00
Vendor Total:					\$2,400.00
	1	250421	INVELTN101160	1005.084.8405.000000.54101.00000	\$2,400.00
			8/19/2024	Refuse Removal. - Ref. Serv.	
Check #: 0					
PO/InvoiceTotal:					\$2,400.00
Vendor Total:					\$3,300.00
	1	0	47016	1005.043.4303.000000.56930.00000	\$74.37
			8/6/2024	Uniforms & Supplies - H.W.	
	1	0	47016	1005.043.4399.000000.56100.00000	\$16.18
			8/6/2024	Supplies - Town Building Oper.	
	1	0	59983	1005.043.4303.000000.56930.00000	\$69.93
			8/13/2024	Uniforms & Supplies - H.W.	
	1	0	72032	1005.043.4303.000000.56930.00000	\$69.93
			8/20/2024	Uniforms & Supplies - H.W.	
	1	0	85000	1005.043.4303.000000.56930.00000	\$81.93
			8/27/2024	Uniforms & Supplies - H.W.	
Check #: 0					

WECARE DENALI LLC

Check Group:

BRUSH

Check Group:

LOGS AND STUMPS

WHITE WAY LAUNDRY, INC.

Check Group:

UNIFORMS

CARPETS

UNIFORMS

UNIFORMS

UNIFORMS

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2024-2025

Vendor Remit Name
Description

Voucher Batch Number: 1085

09/12/2024

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
WILLIAMS SCOTSMAN INC					
Check Group:					
		1 0	9021757307 8/26/2024	2960.049.4901.000000.25744.00000 Other Liabilities-Modular Offices	\$3,676.79
PO/Invoice Total:					\$312.34
Vendor Total:					\$312.34
Check #: 0					
WINZER CORPORATION					
Check Group:					
T3657		1 0	2376969 8/8/2024	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	\$123.66
PO/Invoice Total:					\$123.66
Vendor Total:					\$123.66
Grand Total:					\$158,062.04

End of Report

For Info Only

60.

BUDGET TRANSFER REQUEST TO BOARD OF SELECTMEN

BUDGET: Tax Collector

Transfer \$ 871.21 from category Other Payroll to category Regular Payroll

(within budget) from # 1005-041-4135-000000-51610-00000

to # 1005-041-4135-000000-51610-00000

Transfer \$ _____ from Budget _____ to Budget _____

from category _____ to category _____

from # _____

to # _____

Other \$ _____

Explanation:

To cover deficit is regular payroll

Lori Bushnell Signature
Tax Collector Title
9/5/24 Date

Board of Selectmen

Approved

Comments:

Approved 9/6/24

Taron Dept

Rodney Fournier

Yes No

Robert Morra

___ ___

Pam Sawyer

___ ___

Gwen Marrion

___ ___

Amanda Gordon

___ ___

Tim Sadler

___ ___

Mather Clarke

___ ___

Date _____

Board of Selectmen Dates 2024

<u>DATE</u>	<u>MEETING TYPE</u>	<u>TIME</u>
September 10, 2024	Special BOS (A/P included)	7:00 p.m.
September 24, 2024	Special -A/P	6:00 p.m.
October 1, 2024	Regular BOS	7:00 p.m.
October 8 2024	Special – A/P	6:00 p.m.
October 17, 2024	3-Board Meeting w/Auditor Finance Committee w/Auditor	6:00 p.m. 7:00 p.m.
October 22, 2024	Special – A/P	6:00 p.m.
November 5, 2024	Regular BOS (A/P included)	7:00 p.m.
November 19, 2024	Special – A/P	6:00 p.m.
December 3, 2024	Regular BOS (A/P included)	7:00 p.m.
December 17, 2024	Special – A/P	6:00 p.m.
December 31, 2024	Special – A/P	6:00 p.m.

Ta.

**BOLTON BOARD OF SELECTMEN
SPECIAL MEETING – A/P
6:00 PM, TUESDAY, JULY 30, 2024
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD
In-Person and Virtual (Hybrid Format)**

MINUTES

Board of Selectmen Members Present In-Person: First Selectman Rodney Fournier, Deputy First Selectman Robert Morra, Gwen Marrion, Tim Sadler, Amanda Gordon, Pamela Sawyer

Board of Selectmen Absent: Mather Clarke

Staff Present Via Zoom: Recording Secretary Linda H. McDonald

Staff Present In-Person: Town Administrator James Rupert

Others Present Via Zoom: James Loersch

Others Present In-Person: Ross Lally

1. Call to Order: R. Fournier called the meeting to order at 6:01 p.m.

2. Consider and Act on A/P Report:

P. Sawyer MOVED that the Board of Selectmen accept the A/P report as presented. R. Morra SECONDED. P. Sawyer amended her motion and MOVED that the Board of Selectmen accept the 2023/2024 fiscal year A/P report as presented. R. Morra SECONDED.

A. Gordon asked about the gas bills for June and July. J. Rupert responded the bills are for hot water use. She asked about the Halloran & Sage line item for legal services for John Laraia V. Laura Thweatt. J. Rupert said that has to do with the continuing issues at 65 Shoddy Mill Road. A. Gordon asked about the QDS printing and binding expenses for the Tax Collector. J. Rupert explained QDS prints the tax bills, put in envelopes and then they come back to the town for postage and mailing. She asked about the catch basin cleaning expense. J. Rupert said that is for annual cleaning of the catch basins all over town. MOTION CARRIED 6:0:0.

P. Sawyer MOVED that the Board of Selectmen accept the 2024/2025 fiscal year A/P report as presented. R. Morra SECONDED.

G. Marrion asked if the OpenGov expense for Land Use software, permitting, licensing and code enforcement was only for the use of the online system for people to apply for their permits. J. Rupert explained that it is also an electronic database for document storage through cloud storage previously retained on paper. He said it is utilized for other purposes in other departments. G. Marrion asked if there would be a point when the town could review the cost of this and see if there is something different out there that might be a better service. J. Rupert said this is the best system on the market that the town is aware of. He said there are less costly programs but do not bring the same level of usability or value.

A. Gordon asked how CRCOG (Capitol Region Council of Governments) and COST (Council of Small Towns) membership fees are calculated and why the town is part of both. J. Rupert responded that each organization has a different mission and focuses. He explained CRCOG is the organization that

the town is the most active with and benefit the most from. He said the town has purchasing power as part of the 39-town buying consortium as well as access to grants. He noted a lot of their interests lean toward larger municipalities than Bolton and get more attention. J. Rupert said the advantage of COST is that they are more focused on the smaller communities, especially legislative work and keeping the towns updated about changes in policy or laws during the legislative session that may be of interest. MOTION CARRIED 6:0:0.

3. Consider and Act on Budget Transfers: There were no budget transfers presented.

4. Consider and Possibly Act on Bid Waiver and Contract Award for the BCS Greenhouse Project:

P. Sawyer MOVED that the Board of Selectmen waive the bid contract process for the Bolton Center School rehabilitation project. R. Morra SECONDED. A. Gordon said the reason for waiving the bid requirement is for expediency sake so the project can get done before the start of the school year. R. Morra added a number of companies were contacted and, because it is such a small job, did not respond. G. Marrion said she does not have a problem with waiving the bid process or the price, but the contract is pathetic and needs to be significantly modified before the contract is signed. MOTION CARRIED 6:0:0.

P. Sawyer MOVED that the Town of Bolton appropriate officials sign a contract that has been modified from the one presented today that meets the standard as approved by the First Selectman, Town Administrator, and any other legal eyes they wish to look at it. R. Morra SECONDED. G. Marrion said the contract should be reviewed by the town attorney because the contract is so inappropriate for the type of work being done. J. Rupert said the town will work with the chosen contractor and get something executed that is appropriate in short order. MOTION CARRIED 6:0:0.

5. Report from Selectman's Committee regarding the Tax Issues and Grand List with Discussion to follow:

R. Lally, Chair of the Tax Issue subcommittee, reported the subcommittee had input from the town attorney who said the town does not have to officially reset the mill rate. He said Tax Collector Lori Bushnell came up with an approach she recommended to the subcommittee for reimbursing surplus funds to all affected taxpayers. Speaking for himself, R. Lally said he is in favor of approving an approach, but not ready to approve an amount because of the analyses he and A. Gordon both did separately. They used different approaches and different tools and came up with the fact that they are still over one half million dollars off in what is in Vision and what is in QDS. They also found some discrepancies in previous assessment values between those two systems.

R. Morra commented he has concern as well. He suggested having a more knowledgeable third party, specifically the Tax Assessor for the Town of South Windsor, Mary Huda, to look into the issue and process. He said she has familiarity with the systems and had worked for Bolton for a number of years.

A. Gordon explained the subcommittee looked at three different solutions and eliminated two. The solution on the table is that the town would not reset the mill rate, people would get a return of the surplus funding, and the Tax Collector would send out a letter to taxpayers giving them the option of taking it as a credit on next year's bill or getting a check in the mail. She said the subcommittee is not willing, at this time, to tell the board what the mill rate would have been because they are still working out the new grand list. A. Gordon explained the subcommittee is

trying to figure out what the new assessments are after the revaluation. She said the reason the original assessment values are important is that this will help determine the amount of refund people get back.

R. Morra added the subcommittee wants to produce a policy recommendation so that this does not happen again.

R. Lally recommended to the board that someone needs to sit on this process and sees that it get done, someone who knows the systems, is able to document what happened and the steps that are being taken. He noted the auditor has requested this information. The scope of what this person would do has to be agreed upon.

A. Gordon said she appreciated the time the Tax Collector, Assessor and Chief Financial Officer put into this issue, but expressed concern that there has been a lack of communication among them. She said the town needs to build more communication and cross collaboration between these pivotal staff and they need to check their work before sending it out.

R. Lally added there needs to be a defined process that someone can be held accountable to.

J. Rupert asked for clarity that the refunds would be based on real estate and personal property. The subcommittee members responded that was correct.

Discussion followed on the subcommittee preparing a recommendation for discussion at the next regular BOS meeting.

P. Sawyer asked R. Lally about the concern over the data that was erased and that possibly there was a way to retrieve it. R. Lally explained the town's IT vendor tried two separate tools and were not able to retrieve the file.

T. Sadler asked how property owners who pay their taxes through their mortgage lender would be reimbursed. A. Gordon said the check would go back to the property owner, not the bank. Otherwise, it would be a credit on their next year's bill.

G. Marrion recommended, if M. Huda was hired, there be a point person she would report to and give general oversight on the progress of the process. R. Lally noted there should be a scope defined for this person as part of the agreement.

R. Fournier suggested the policy manual from the subcommittee include a document retention policy so files are not erased. R. Lally noted the Connecticut State Library has a document retention policy. The subcommittee committed to having a policy for document retention in their report.

6. Adjournment: R. Morra MOVED to adjourn the meeting at 6:48 p.m. P. Sawyer SECONDED. MOTION CARRIED 6:0:0.

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.

**BOLTON BOARD OF SELECTMEN
REGULAR MEETING
7:00 PM, TUESDAY, AUGUST 6, 2024
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD
In-Person and Virtual (Hybrid Format)**

MINUTES

Board of Selectmen Members Present In-Person: First Selectman Rodney Fournier, Deputy First Selectman Robert Morra, Mather Clarke, Amanda Gordon, Tim Sadler, Gwen Marrion, Pamela Sawyer

Staff Present In-Person: Town Administrator James Rupert

Staff Present Via Zoom: Recording Secretary Linda H. McDonald

Others Present Via Zoom: Nick Lavigne (Community Voice Channel)

Others Present In-Person: Attorney Dorian Famigletti, James Loersch, Ross Lally, and several members of the public

1. **Call to Order:** R. Fournier called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.
2. **Set Meeting Date regarding Paggioli Driveway:**
After discussion, the consensus of the Selectmen was to schedule a virtual and in-person meeting for deliberation and possible action on the Paggioli driveway application for August 27, 2024, immediately following the special A/P meeting at 6:00 p.m. at Town Hall.
3. **Public Comment:**
Elizabeth Krueger of 44 Toomey Road spoke in support of the funding for replacement of American flags and flag kits along the parade route. She said the town takes great pride in honoring its fallen military and the flags are a part of that. She urged the board to allocate the necessary funds that have been requested for the flags, the flags on the poles that do not currently have them and the flag kits.
4. **Ongoing Business:**
 - 4.a **Report from Ad hoc Subcommittee on Tax Issue:**
Tax Issue Subcommittee Chair R. Lally reported the subcommittee met last Thursday and reviewed where things were to date with the issue, what was the approach to returning the excess monies to taxpayers and whether to hire a consultant. He said there were no changes to the recommendation to the BOS to find out the amount of excess funds that would be returned to taxpayers and return the funds to persons in proportion to their holdings in real estate and personal property.

R. Morra added when the Tax Collector sends out letters to taxpayers affected, it would read that the excess funds could be returned in the form of a check or a credit on next year's taxes.

R. Lally said the subcommittee discussed how to get to the real grand list number given they members do not have the expertise or time to do that and considered hiring Mary Huda as a consultant. He shared her proposal as hired consultant at a \$265.00 hourly rate.

A. Gordon has a concern with M. Huda's availability to the town. She would have to work for Bolton outside her normal business hours in South Windsor, which mirror Bolton's business hours. That would mean Bolton's staff would have to work outside their normal working hours to collaborate with her. She is also concerned with the hourly rate proposed by M. Huda because this issue is already costing taxpayers' dollars and with the language in the contract proposal.

R. Morra said this is a starting point and suggested R. Lally and J. Rupert sit down with M. Huda to see if an equitable agreement can be reached.

R. Lally said it is good to get more than one quote for services and there are a couple of other former Assessors he and J. Rupert have in mind, specifically Mary Terhune and Charles Danna. He noted there is a sense of urgency with this issue but does not want to rush into it blindly.

G. Marrion commented it is important that the contract duties specify coming up a grand list that the town can base the return of excess funds. R. Lally said the subcommittee asked M. Huda to produce a grand list specific snapshot in time that is valid for the purpose of correcting this issue.

R. Lally summarized the next steps would be to sit down with M. Huda and go over the details of cost and talk to the other parties to see if they would be interested as they would probably have more flexibility than M. Huda.

P. Sawyer MOVED to table agenda item 4.b: "Consider and Act on Recommendation to have a Third Party look at Tax Issue" until the board has a consensus on how to move forward. A. Gordon SECONDED. MOTION CARRIED 7:0:0.

4.b Consider and Act on Recommendation to have a Third Party look at Tax Issue: This agenda item was tabled.

4.c Consider and Act on using Founder's Day Fund to purchase Additional Flags:
P. Sawyer recommended to the board to use the Founders Day Fund to replace damaged flags and purchase some new flags. T. Sadler MOVED to use the Founders Day funds to purchase additional flags and kits. M. Clarke SECONDED. MOTION CARRIED 7:0:0.

4.d Consider and Act on Date for Ad hoc Town Hall Committee Meeting (Committee Members R. Fournier, M. Clarke, G. Marrion, J. Loersch):
After discussion, the consensus was to schedule an Ad hoc Town Hall Committee Meeting Wednesday, August 14, 2024 at 8:30 a.m.

5. Correspondence:

5.a R. Parlee – Bolton Walk Bike (BWB) Statement of Support for Trail Access:

R. Fournier read a letter from the Bolton Conservation Commission dated 7/2/24 in support of a safe remedy for the residents in the Bolton Lake area to access the Hop River Trail and East

Coast Greenway. They feel that an open connection will help restore and guide safe movement for bicycle and pedestrian traffic between the Notch and various parts of town.

5.b T. Manning Planning and Zoning Email:

R. Fournier reported the PZC Chair Tom Manning has invited the Selectmen to a discussion about property development and affordable housing with the Planning and Zoning Commission at its regular meeting on August 14, 2024. T. Manning explained that the Zoning Regulation and Subdivision Regulations are currently being codified with a view for simplification to the users, staff and property owners.

J. Rupert said this is an opportunity for the Selectmen to have a conversation with the PZC so their commission can potentially start working on some of things identified by the Selectmen at the retreat that may be roadblocks to current and future development.

6. Approval of Minutes:

6.a. July 2, 2024 regular meeting minutes:

R. Morra MOVED that the Board of Selectmen approve the July 2, 2024 regular meeting minutes as presented. M. Clarke SECONDED. MOTION CARRIED 4:0:3 with P. Sawyer, G. Marrion and T. Sadler abstaining.

6.b. July 8, 2024 special joint committee meeting minutes:

P. Sawyer MOVED the Board of Selectmen approve the July 8, 2024 special joint committee meeting minutes as presented. M. Clarke SECONDED. MOTION CARRIED 7:0:0.

6.c. July 9, 2024 special meeting minutes:

R. Morra MOVED the Board of Selectmen approve the July 9, 2024 special meeting minutes as presented. A. Gordon SECONDED. MOTION CARRIED 5:0:2 with T. Sadler and P. Sawyer abstaining.

6.d. July 16, 2024 special Ad hoc meeting minutes: These minutes are for advisory purposes only. A. Gordon noted a correction needed on page 2; item 3.a as follows: a. Administration seems to like this **issue option** best.

6.e. July 16, 2024 special A/P meeting minutes:

P. Sawyer MOVED the Board of Selectmen approve the July 16, 2024 special A/P meeting minutes as presented. T. Sadler SECONDED. MOTION CARRIED 7:0:0.

7. Reports and Updates:

8.a FY 24 Budget Report: The Selectmen reviewed the fiscal year 2024 and fiscal year 2025 budget reports. A. Gordon commented there is about \$385,500 left at the end of FY2024, noting there are still some expenses coming in. She said the BOS did not budget for any carryover from the BOS in this year's budget, so that is potential additional revenue once it is audited.

8.b Report on Nathan Hale potential Parking Sites:

G. Marrion asked if there were any negative responses from the people receiving letters regarding the potential parking area for the Nathan Hale Corridor. J. Rupert said there were no responses. G. Marrion said, with no negative comments, the board would want to authorize this

work to be done. J. Rupert noted no engineering work needs to be done. J. Rupert said the newly hired Highway Supervisor begins August 12th. He asked that the committee meet with the Highway Supervisor at the site and share their vision with him once he has acclimated, possibly in his second week on the job.

G. Marrion MOVED that the Board of Selectmen authorize the creation of a parking area to access the Nathan Hale Corridor on the south side of Stoney Road. T. Sadler SECONDED. P. Sawyer opposed the motion, saying the board does not have the cost of the project, a time estimate, and it has not been reviewed by the new highway supervisor. She said it was not posted that the board would be making a motion to do this and the people on Stoney Road are not aware the board would be taking action on this tonight. G. Marrion withdrew her motion. Possible action on this project will be on the September 3, 2024 regular meeting agenda.

P. Sawyer recognized two pieces of correspondence received not on the agenda, one from Janine Gelineau and the other from Connie Kolesko.

8.c Town Administrator's Report:

Upon request of J. Rupert, P. Sawyer MOVED to add agenda item 8.d: Consider and Act on signing up for \$50,000 DESPP Rural Roads Speed Enforcement Grant. A. Gordon SECONDED. MOTION CARRIED 7:0:0.

J. Rupert reported:

- set-aside water supply capital funds were used to install a dry hydrant and to build a water suppression pond at the Country Carpenters location.
- The town received a notice of grant award for the Pool grant to make upgrades to the Emergency Operations Center at Town Hall.
- The town received a notice of grant award for \$15,000 in ARPA money for the Senior Center to support senior center goals.
- He participated in EHHD's strategic planning meeting.
- He discussed with Arlene Fiano about potential planning for an event on Heritage Farm for the 250th celebration. He said the Selectman should be thinking about forming a committee for that celebration of our nation, what Bolton can do as a community and how that would tie in with the overall picture of the state celebration.
- He and Patrice Carson met with the Capitol Region Council of Governments (CRCOG) regarding the Route 6 & 384 & 44 intersection and asked them to have conversations with the State Department of Transportation to see if there has been a change in their perception of how to deal with that intersection.
- Work with the Central CT Solid Waste Authority continues looking at ways to take organics out of the waste stream.
- The Supervisors' union contract is being finalized.
- He worked with DEEP on the lake drawdown that happens every year.
- He worked on and submitted the cyber security grant application. This grant would provide some reimbursement for some enhancements already done to improve cyber security and provide funds to help move the initiative forward.
- The town hired a cemetery maintenance person and two library pages.

- J. Rupert reported he is waiting for a new contract for the analysis of the hazardous materials at the Notch Road Municipal Building and was told the analysis would take about three weeks to wrap up. The RFP's for the remediation and demolition would then go out. He said it would be near the end of the year before demolition would start.
- J. Rupert said R. Morra reached out to the Town of Vernon Mayor regarding Cubles Drive and was told the Town of Vernon did not take over any of the private roads, and only paved them.

8.d Consider and Act on signing up for \$50,000 DESPP Rural Roads Speed Enforcement Grant:

P. Sawyer MOVED the Board of Selectmen accept the Connecticut Department of Emergency Services and Public Protection (DESPP) Rural Roads Speed Enforcement grant in the amount of \$50,000. R. Morra SECONDED. MOTION CARRIED 7:0:0.

- 8. Adjournment:** R. Morra MOVED to adjourn the meeting at 8:24 p.m. A. Gordon SECONDED. MOTION CARRIED 7:0:0.

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.

70.

**BOLTON BOARD OF SELECTMEN
SPECIAL MEETING – A/P
7:05 PM, WEDNESDAY, AUGUST 14, 2024
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD
In-Person and Virtual (Hybrid Format)**

MINUTES

Board of Selectmen Members Present In-Person: First Selectman Rodney Fournier, Deputy First Selectman Robert Morra, Gwen Marrion, Tim Sadler, Amanda Gordon

Board of Selectmen Absent: Mather Clarke, Pamela Sawyer

Staff Present Via Zoom: Recording Secretary Linda H. McDonald

Staff Present In-Person: Town Administrator James Rupert

Others Present Via Zoom: James Loersch

1. Call to Order: R. Fournier called the meeting to order at 6:01 p.m.

2. Consider and Act on A/P Report:

R. Morra MOVED that the Board of Selectmen accept the 2023/2024 fiscal year A/P report in the amount of \$46,676.99. A. Gordon SECONDED. MOTION CARRIED 5:0:0.

R. Morra MOVED that the Board of Selectmen accept the 2024/2025 fiscal year A/P report in the amount of \$237,451.74. A. Gordon SECONDED.

G. Marrion asked about the \$108,732.15 expense for the BCS building automation system upgrades.

J. Rupert responded that expense comes out of the capital budget for the BCS controls for the heating, ventilation, and air conditioning system and is the last of those funds coming out of that budget. She asked about the expense for the Bolton Lakes insurance installment. J. Rupert explained Bolton Lakes owns a small structure on the corner of Tolland Road and Route 44 and that expense is for the liability insurance on that structure. MOTION CARRIED 5:0:0.

3. Consider and Act on Budget Transfers:

A. Gordon MOVED that the Board of Selectmen approve the following transfers:

- \$7,507.54 from Payroll to Road Repair line item in the Highway budget.
- \$20,701.22 from Overtime Payroll to Road Repair line item in the Highway budget.
- \$8,167.90 from Repair & Maintenance Supplies to Road Repair line item in the Highway budget.
- \$8,165.36 from Diesel & Gasoline to Road Repair line item in the Highway budget.

R. Morra SECONDED. MOTION CARRIED 5:0:0.

4. Consider and Possibly Act on Motion for expensing ARPA Funds:

G. Marrion MOVED that the Bolton Board of Selectmen authorizes the use of the ARPA funding to carry out the following projects which must be completed for health and safety reasons. The total allocation shall not exceed the ARPA funding amount of \$1,445,422.65 unless additional action is taken by the Board of Selectmen.

1. Demolition of the greenhouse at the Bolton Center School and rebuilding the exterior wall to match existing façade as closely as possible.

2. Identification and remediation of hazardous materials at the old school building located at 104 Notch Road in Bolton.
3. Demolition of the old school building located at 104 Notch Road in Bolton with reconstruction of the end wall as necessary to close it in.

R. Morra SECONDED. MOTION CARRIED 5:0:0.

5. **Adjournment:** R. Morra MOVED to adjourn the meeting at 7:16 p.m. A. Gordon SECONDED. MOTION CARRIED 5:0:0.

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.

7d.

**BOLTON BOARD OF SELECTMEN
SPECIAL MEETING – A/P
6:00 PM, AUGUST 27, 2024
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD
In-Person and Virtual (Hybrid Format)**

MOTIONS

Board of Selectmen Members Present In-Person: First Selectman Rodney Fournier, Deputy First Selectman Robert Morra, Tim Sadler, Amanda Gordon, Mather Clarke

Board of Selectmen Absent: Pamela Sawyer, Gwen Marrion

Staff Present In-Person: Town Administrator James Rupert

Staff Present Via Zoom: Recording Secretary Linda H. McDonald

Others Present Via Zoom: James Loersch

Others Present In-Person: Town Attorney Richard Barger, Attorney Dorian Famigletti and several others

1. Call to Order: R. Fournier called the meeting to order at 6:01 p.m.

2. Consider and Act on A/P Report:

A. Gordon MOVED that the Board of Selectmen accept the 2023/2024 fiscal year A/P report in the amount of \$54,844.00. R. Morra SECONDED. MOTION CARRIED 5:0:0.

A. Gordon MOVED that the Board of Selectmen accept the 2024/2025 fiscal year A/P report in the amount of \$276,723.06. R. Morra SECONDED.

A. Gordon amended her motion and MOVED Board of Selectmen accept the 2024/2025 fiscal year A/P report in the amount of \$276,723.06 minus \$4,936.52. R. Morra SECONDED the amended motion. MOTION CARRIED 5:0:0.

3. Consider and Act on Budget Transfers

4. Consider and Act on Bid Waiver for Safety Marking LLC:

R. Morra MOVED that the Board of Selectmen waive the bid for Safety Marking LLC due to the process the town utilizes in the state bidding process allows the town to get the best price out there. A. Gordon SECONDED. MOTION CARRIED 5:0:0.

5. Consider and Act on hiring Mary Huda as a Consultant on the Tax Issue:

A. Gordon MOVED the Board of Selectmen approve funds to hire Mary Huda for up to five hours for \$1,325 to assist the town with the work on the tax assessment issue. For discussion purposes, R. Morra SECONDED.

A. Gordon amended her motion and MOVED the Board of Selectmen create a contract with Mary Huda for up to ten hours for \$2,650 to assist the town with the work on the tax assessment issue.

R. Morra SECONDED the amended motion. MOTION CARRIED 5:0:0.

6. Consider and Act on Paggioli Application for a Driveway off Enrico Road:

R. Morra made the following motion:

After consideration of the evidence presented in this matter, including the testimony and exhibits as well as the cogent arguments presented by both counsel for the applicant and counsel for the abutters, the advice of the Town Attorney, and considering the fact that the Town's subdivision regulations do not support the application, but also considering the fact the Town has previously permitted driveways in future rights-of-way on at least three occasions, denying the instant application would be treating the applicant unequally under the law in violation of the Equal Protection Clause of the 14th Amendment of the United States Constitution, I MOVE to approve the application subject to the applicant following all applicable Town driveway requirements as well as those specified requirements set forth in the applicant's filed driveway plans.

T. Sadler SECONDED. MOTION CARRIED 5:0:0.

7. Communications: CIRMA Check

A. Gordon MOVED that the Board of Selectmen cancel the September 3, 2024 regular meeting and instead have the as-scheduled A/P special meeting on September 10, 2024 and roll everything into that one meeting, and hopefully as allowable by law to include public comment in the September 10th special meeting. R. Morra SECONDED. MOTION CARRIED 5:0:0.

8. Adjournment: A. Gordon MOVED to adjourn the meeting at 6:28 p.m. R. Morra SECONDED. MOTION CARRIED 5:0:0.

The next meeting is scheduled for Tuesday, September 10, 2024 at Town Hall and via Zoom. Time to be determined.

Respectfully submitted by Linda H. McDonald

Linda H. McDonald