

**BOLTON BOARD OF SELECTMEN  
FACILITIES & PUBLIC SAFETY SUBCOMMITTEE  
Special Meeting  
5:15 p.m. TUESDAY, FEBRUARY 20, 2024  
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD  
In-Person and Virtual (Hybrid Format)**

**MINUTES**

**Facilities & Safety Subcommittee Members Present In-Person:** Gwen Marrion, Tim Sadler  
**Facilities & Safety Subcommittee Members Present Via Zoom:** Pamela Sawyer

**Staff Present In-Person:** Town Administrator James Rupert, Town Engineer Joseph Dillon  
**Staff Present Via Zoom:** Recording Secretary Linda H. McDonald

**Others Present In-Person:** First Selectman Rodney Fournier

**1. Call to Order:** G. Marrion called the meeting to order at 5:23 p.m.

**2. Discussion on Heritage Farm Trail:** Town Engineer J. Dillon and the committee members examined the draft design layout plan and grading plan for the boardwalks portion of the Heritage Farm Trail project. Discussion followed on the boardwalk specifications over the wetlands. G. Marrion noted, after the Heritage Farm Commission members appeared at the last BOS meeting, their plan showed the trail section behind the Town Hall cutting directly across the field. She said this was the old design and informed Farm Commission Chair Arlene Fiano that this new design was going to show the trail going along with the tree line instead of cutting right across the field. G. Marrion said the committee wants to work in harmony with the architect the Farm Commission has hired for this project.

J. Rupert proposed that J. Dillon put an overlay of the Heritage Farm Commission master plan together with this plan.

P. Sawyer recommended showing the plans to the Heritage Farm Commission and Buildings and Grounds supervisor to hear from them before making any committee recommendations. She also recommended the committee members walk the trail area before holding a public informational meeting. She also suggested inviting members of the IWC, the leasee of the hay fields, members of the BOE and Superintendent on the walk.

G. Marrion asked, under the terms of the grant, if there is a time by which construction has to start in order to maintain the funding. J. Dillon said the plans have to be re-submitted to CRCOG for another review period and suggested the best time to do that would be after the public information meeting. J. Rupert noted this is a project that is not stagnant and has been ongoing since before the award so the town can show continual progress. G. Marrion said she will get back to J. Rupert with thoughts on how a walk could be designed within the limits of the Freedom of Information Act. J. Dillon will make some tweaks to the plan and do the overlay.

**3. INP Pavilion and Herrick Park Rental Fees:**

T. Sadler MOVED to recess the meeting to a future date. P. Sawyer SECONDED. T. Sadler rescinded his motion. P. Sawyer rescinded her second.

P. Sawyer MOVED to table the agenda item “ INP Pavilion and Herrick Park Rental Fees” T. Sadler SECONDED. MOTION CARRIED 3:0:0.

**4. Adjournment:** P. Sawyer MOVED to adjourn the meeting at 6:06 p.m. MOTION CARRIED 3:0:0.

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.*