

**TOWN OF BOLTON  
BOARD OF SELECTMEN  
SPECIAL MEETING  
TUESDAY, DECEMBER 17, 2024, 6:00 P.M.  
TOWN HALL & ZOOM  
MINUTES**

**Board of Selectmen Present In-Person:** First Selectman Rodney Fournier, Deputy First Selectman Robert Morra, Gwen Marrion, Amanda Gordon, Mather Clarke

**Board of Selectmen Present Via Zoom:** Tim Sadler

**Board of Selectman Members Absent:** Pamela Sawyer

**Staff Present Via Zoom:** Recording Secretary Kacie Cannon

**Others Present Via Zoom:** Jim Loersch

**1. Call to Order:** R. Fournier called the meeting to order at 6:00 p.m.

**2. Consider and Act on A/P.**

A. Gordon MOVED to APPROVE the A/P for property tax refunds in the amount of \$26,590.46. R. Morra SECONDED. R. Fournier stated that his understanding is that this is the second batch of refund checks, and another batch is forthcoming. MOTION CARRIED 6:0:1 (P. Sawyer Absent)

**3. Consider and Act on Budget Transfers**

R. Morra MOVED to APPROVE the second A/P Report in the amount of \$143,856.47. A. Gordon SECONDED.

G. Marrion asked about the repairs to the alarm systems at the Heritage Farm and Senior Center outlined on Page 13 of the report. R. Fournier stated that he does not know the reason for the repairs but will find out.

G. Marrion asked if anyone was aware of what was covered under the General Consultation charges paid to Nathan L. Jacobson & Associates, Inc. on Page 14 in the amount of \$804.10 since the usual breakdown of charges was not included. R. Fournier replied that the consultation likely covered several projects.

G. Marrion stated that the charges for Software and Tech Services in the amount of \$4,842.30 seemed higher than usual and asked if the charges were just for one month. A. Gordon agreed and noted that the charges are usually \$3,100.00 or \$3,200.00. R. Fournier stated that he will inquire about the increase in charges.

G. Marrion referenced the charges for Patrice Carson's contract and asked about the status from the attorney on whether she will continue to be considered as an independent contractor or as an employee pursuant to the auditor's request. R. Morra explained that the attorney is working on ensuring that the wording of the contract makes it clear that she is an independent contractor. He added that the auditor had mentioned that the language in the contract made the classification questionable and asked that it be clarified. G. Marrion questioned whether P. Carson should be providing a breakdown of how her time is spent similar to the breakdown that Engineer Nathan Jacobson provides. R. Morra suggested

that a summary would be more appropriate since she meets with several people, works with various businesses on the Connecticut's Countryside website, and handles multiple responsibilities. G. Marrion agreed that a summary would be helpful, particularly with respect to the time spent on business development. A. Gordon asked if there was a plan to bring the new contract and language change to the Board and why it is believed that the change will make it compliant. R. Fournier stated that it will be presented to the BOS when it is finalized. A. Gordon mentioned that she has concerns about liability if it does not get approved.

R. Morra asked for clarification on the charges from WeCare Denali, LLC. R. Fournier stated that the company chips the piles of branches picked up by Town staff. A. Gordon asked what a Pro Press Fitting Tool is as listed on Page 9. R. Fournier explained that it is a hydraulic or electric tool with a nose that provides the appropriate pressure and precision to make a fitting. R. Morra stated that the Town previously had to send hydraulic hoses to a shop, and this tool allows the fittings to be done on site.

MOTION CARRIED 6:0:1.

**4. Consider and Act on CTDOT Sale of State Owned Land (File No. 012-081-007B) - Land Behind England Hardware.**

R. Fournier explained that the land has been bid on, and the State is requesting a letter agreeing to the right of refusal from the BOS. R. Morra noted that Mr. England is interested in the land, and a contract between him and the State has been negotiated in the amount of \$120,000.00. He added that the State is obligated to inform the Town of the offer, even though there is no interest by the Town in purchasing the land, because it has the first right of refusal. R. Morra stated that he is very happy Mr. England got the contract; however, he is very disappointed with the high price the State is charging as it is double the market value.

G. Marrion MOVED that the Board respond to the letter with a checkmark at the bottom stating that the Town is not interested in purchasing the land as it does not serve the Town of Bolton. R. Morra SECONDED. MOTION CARRIED 6:0:1.

**5. Discussion on Including Money in Capital for Schematic Plan of Town Hall.**

G. Marrion stated that the committee met last week and decided to take a step forward by asking for \$150,000.00 in the capital budget in order to hire an architect to provide a schematic plan of the Town Hall. She added that the plan would build on the two prior studies that were done in the last 25 years. G. Marrion stated that the plan would be used for discussion in committee meetings and would eventually be opened to the public for comment on the design. G. Marrion stated that the committee is asking for the BOS to support the budget request that will be sent to the Finance Committee.

The Board discussed whether there was a consensus in support of the request. G. Marrion stated that if the Board supports the request, she will write a letter to the Chair of the Finance Committee asking that the funds be included in the budget. A. Gordon stated that it will likely be difficult to get approval in the budget this year and recommended providing a thorough explanation for the request including how it impacts the Board's vision for the Town. R. Morra stated that it may be possible to request a split where

half of the amount would be provided in this year's budget and the other half the following year. He added that this method would secure a commitment to the project and get it moving forward.

T. Sadler asked what the deliverable is for \$150,000.00. G. Marrion noted that Jim Rupert met with the architects, and her understanding is that it would be a schematic design. R. Fournier stated that J. Rupert indicated that it would be a bid set. A. Gordon shared concerns about the pace of the project since there were items that were budgeted last year that did not get completed, and she believes it is important to get a commitment from the Town that it will be completed within the year the money is being requested. She added that there have been many issues with getting projects completed in a timely manner, and it is important to deliver the results to the public according to the budget. R. Fournier replied that the project would not be funded until the beginning of the fiscal year in July, and it may take the architects most of the year to complete. G. Marrion stated that J. Rupert would start working on the RFP upon the budget passing in an effort to have an architect hired by December with the intent of having the schematic completed sometime in 2026.

G. Marrion stated that she will send a letter outlining the request to J. Rupert or R. Fournier. She added that the committee would like to be informed about upcoming budget meetings so they can attend and speak about the project. A. Gordon stated that the entire budget calendar is expected to be released to the public this year. R. Fournier added that there is a meeting scheduled for tomorrow.

**6. Adjournment:**

A. Gordon MOVED to Adjourn the Meeting at 6:20 p.m. R. Morra SECONDED. MOTION CARRIED 6:0:1.

Respectfully submitted by Kacie Cannon

*Kacie Cannon*

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