

**TOWN OF BOLTON
BOARD OF SELECTMEN MEETING
TUESDAY, OCTOBER 8, 2024, 6:00 P.M.
Town Hall
In-Person and Virtual (Hybrid Format)**

Board of Selectmen Members Present In-Person: First Selectmen Rodney Fournier, Deputy First Selectmen Robert Morra, Jim Rupert, Town Administrator; Pam Sawyer, Gwen Marrion, Timothy Sadler
Absent Selectmen: Amanda Gordon

Others Present In Person: Ross Lally, Special Tax Committee Chairperson; Two Members of the Public

Staff Present Via Zoom: Recording Secretary, Patricia Hicks

Others Present Via Zoom: James Loersch

1. Call to Order:

R. Fournier called the meeting to order at 6:00 p.m.

2. Recommendations from Tax Committee

R. Lally – We don't have original file that the tax accessor downloaded from Vision which is our accessor vendor tool. We made a couple of attempts to recover that file. Vision was unable to provide it. Without original file to look at we cannot say what happened we can only go with a couple of possibilities. It was a processing issue the tax accessor did not compare the downloaded data to the source data with Vision. Our recommendations:

- a. Ensure the staff store electronic data where it is backed up regularly.
- b. Incorporate checks of critical and financial data check against the source data and have more than one person look at the data.
- c. Document retention practices as recommended by library record retention act.
- d. Implement oversight needed to ensure compliance with procedures.

A. Gordon wanted to stress that this should be done across the board with records.

R. Fournier – We thought there was going to be a collaboration between staff that knows how to utilize this and administration and IT.

G. Marrion – Can you explain the process that was not done between the downloaded data and the source data how does that actually happened.

R. Lally – It did not, I can only give you how I would do it from my experience as a project manager.

G. Marrion – So the accessors should have looked at what came into what was out there.

R. Lally – Correct. Things to have looked at do they match, did any stay the same, etc. Vision does not maintain a record of report. In the future whatever is downloaded we need to hang on to.

R. Fournier - Letters went out today, staff have been exceedingly helpful in this whole process.

P. Sawyer – Will put on agenda for next meeting to make a motion to resolve Tax Committee.

J. Rupert – made a motion to move Agenda item #6 to #3. All in agreement, motion passed.

3. Discussion on Lori Road Drainage Project (formerly #6 on agenda)

J. Rupert – We solicited bids and got six bids returned we have spent several thousand dollars patching so we don't create more problems with neighbors. Unfortunately, one of our citizens has been impacted negatively because of this situation. It inundated their yard and got to their home at least once due to fail structures and piping. Our bids range in pricing from \$142, 325.00 to \$211, 475.00. Our highway foreman did some calculations based on construction means and his construction experience and he came up with a cross estimate of \$138,000.00 to \$142, 325.00 which is not out of line with what the project should cost. We have funding available through the town aid for roads and or the capital account for varying infrastructure projects. Our recommendation should be we award this project to the lowest bidder assuming that references come back appropriate.

P. Sawyer – When you got the responses back from the companies these were all equal in the work they were proposing.

J. Rupert – Yes

P. Sawyer – If we award contract do you have a comfort level with them working on this starting late Fall.

J. Rupert – Yes, late Fall or Early Winter especially if we get a little bit of frost on the ground.

G. Marrion – Where is the water coming from and where is it flowing to?

J. Rupert – The water comes off the fields of High ridge farm subdivision from the cul-de-sac at valley drive across the back of the property it goes across the back of three properties and turn downhill toward Lori Road and goes into drainage on Lori Road.

G. Marrion- Where are pipes failing?

J. Rupert – We have had roots in all of the pipes, but the pipes on the top section are cracked.

G. Marrion – was it a design flaw in the drainage of High Ridge subdivision.

J. Rupert – Only thing we are changing is pipe going downhill, when you got tree roots growing in it and a pipe severed from its connection at the catch basin.

G. Marrion – Do you think they did not use the appropriate pipe?

J. Rupert – They used the appropriate pipe, there is a lot of structure there that needs to be kept cleared to help with issues of roots getting into the pipe.

Public In Person – Explains how water is getting in his yard and house, I don't know if you can blame it on any one thing it is a whole host of things.

P. Sawyer – I would like to suggest that the company that gets this project be notified it is a restoration or upgrade project, so they know what is going on, just a simple letter, so they are not surprised.

R. Fournier – Looking at bid we will go for; we can check the reference for that company.

P. Sawyer – Would like to ask for a consensus of the board without a vote if there is a comfort of going with one company over the other for a temporary measure.

R. Fournier – Our highway dept what was their response to taking it on themselves.

J. Rupert – We looked at it a little more in depth and hey have enough on their plates right now.

R. Fournier - Taking a consensus vote on which contract we would use GEG is the low bidder everyone in favor say I.

B. Morra – We should go with them as long as their references are intact.

J. Rupert - We should check the references for the two low bidders.

R. Fournier -Yes, everyone in favor. Consensus we check and get references on two lowest bids.

4. Discussion on Route 44 Accidents

J. Rupert – We reached out to Troop K over the last 24 months on route 44 in Troop K territory which includes more than just Bolton, there were a total of 52 crashes. Having had conversations with both of our resident troopers there were some opinions that speeding was the issue, which is not the opinion of our resident state troopers, the biggest issue is distracted drivers, which is the cause of most of the issues we have on route 44.

P. Sawyer – Any recommendations for traffic columns?

J. Rupert – That is state police recommendation.

T. Sadler – Didn't we approve a grant for additional hours for state troopers to monitor the driving.

J. Rupert – We did, we have not utilized that much, we had one trooper that was ill and one that was injured. We filled out a form to get the money and we learned they are not going to give us the money because they already have the money. When our troopers use overtime, they have to code it correctly on their time sheet. The troopers will continue to spend time out there and utilize the church parking lot which helps with their visibility.

5. Consider and Act on Hartford Foundation Grant Submission for Library

P. Sawyer – Made a motion to accept propose grant submission for Hartford Foundation.

T. Sadler – Second motion. 6 Yes, 1 Absent

6. Consider Act on School Activity Fund

P. Sawyer – Made motion to approve activity fund.

G. Marrion - Seconded. 6 Yes, 1 Absent.

7. Possibly consider and Act on Excavator

P. Sawyer – Made motion to approve lease purchase of proposed excavator.

R. Morra - Seconded.

Discussion:

J. Rupert – Don't exceed the amount of money in capital budget.

G. Marrion - Make motion to not exceed the amount of money in capital budget.

R. Fournier – Seconded.

G. Marrion – how much will town be responsible for other than grants we might get and should we think about the excavator in comparison to Lori Road project.

J. Rupert – If we had excavator Lori Road project would already be done, we did not have equipment or expertise. With the equipment we will have equipment and expertise, and this project needs to be done sooner than later. We would use town aid road funds or funds in capital accounts. We will be covering the whole cost of the project.

T. Sadler – What percent of project

J. Rupert – We would be covering a 100%, we have a choice to use town aid road money or capital funds.

R. Fournier – All in Favor Yes 6. 1 Absent.

8. Consider and Act on A/P.

P. Sawyer - Made a motion to accept A/P budget as presented.

R. Morra- Seconded for \$84, 868.95.

Yes 6. 1 Absent.

9. Consider and Act on Budget Transfers.

J. Rupert – We don't have any.

R. Fournier – That makes us all in favor.

10. Minutes:

a. September 24, 2024 – Special Meeting A/P

P. Sawyer – Motion to accept meeting – don't have those minutes, withdraw motion and table to next meeting.

R. Morra - Seconded. Yes 6. 1 Absent

11. Adjourn. R. Morra made a motion. J. Fournier Seconded. Meeting adjourned at 6:51 p.m.

Next meeting:

Special Meeting A/P – Tuesday, October 22, 2024, at 6:00 p.m. (Town Hall)

Respectfully Submitted by Patricia Hicks

Patricia Hicks