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		Adopted	Expenditures	Commission	2024-2025	25,000	20,000	700		>	C	000	7,300	1,200	200	200		29 900	20,000	
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FIRE MARSHAL			Category	-		Payroll	Professional Educational Training	י יכיככסוסיומי במתכמיוטוומי וומווווווון	Other Prof./Tech. Services	Communications	Collingial Carlotte	Supplies	Fallipment	rdaibilielle	Dues & Fees			Total		
 Code 4219			Accounting Codes			01916	53200		53300	55300		56010	57300		58100					

Any Change (+/-) in a category please explain.

<u>Decision Package # out of # .</u> #1 being the most important to fund

Da	2	+m	~ ~	4.
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Subject:

Explain proposed addition here (programs or services added and their effect on hours, etc.):

Explain why this particular item was selected:

Quantify categories that are added/funded:

Budget Category	Addition Amount	Staffing Impact	Comments
Payroll	2,000		To cover payroll for 12 months. Based on 12 hrs. a week
Professional/ Technical Services			
Repairs & Maintenance Supplies			
Office Operating Expenses			
Supplies			
Equipment			
Other: Communications 55300	\$600		To cover Fire Marshal portion of ESO software
Total	\$600		

Summary:

<u>Decision Package # out of # .</u> #1 being the first one to take (least impact)

:

Explain proposed reduction (pro	ograms or services reduce	ed or eliminated and it	s effect on hours, etc.):
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Explain why this particular item was selected:

Quantify categories that are reduced:

Expenditure Category	Reduction Amount	Staffing Impact	Remarks
Payroll		,	
Professional/ Technical Services			
Repairs & Maintenance Supplies			
Office Operating Expenses			
Supplies 56010	\$300	0	To cover Fire Marshal portion of ESO software
Equipment 57300	\$300	0	To cover Fire Marshal portion of ESO software
Other (specify line item)	,		
Total	\$600		

Summary:

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End of Report

Code 4427	SENIOB & SOL	SOCIAI SERVICES				
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51610	Payroll	148.969	144 020	450 040	2023-2020	2025-2026
53200	Professional Educational Training	250	20,44	750,001	1/0,643	
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00100	Otilei Professional Services	4,000	883	3.500	2 500	
54300	Repairs & Maintenance Services	3,000	2.462	2000	2,000	
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58100	Dues & Fees	JEO	000	2,000	2,000	
		067	720	300	300	
	Total	175,469	162.711	184 642	107 642	
				200,000	137,043	0

Any Change (+/-) in a category please explain. By: Carrie Concatelli

Signature(s): Carrie Concatelli

	Γ.
Explanation/Description	FTE= 1, PT = 2 Office, 5 Van Drivers
Line Item	51610 - Payroll

Conferences - No change.	Presenters, Van Driver Physicals.	Reduced \$1,000.	Vehicles repairs, inspections, awning. Increased \$1,000. Required budget	transfer for increased repairs.	Social Services at MACC. No change	Van phones. No change.	Ads for open positions. No change.	Program food and supplies. No	olanga.	Vehicle repair parts. No change.	Software license fees, email newsletter	distribution, office supplies. No	change.	Professional membership	organizations. No change.		٠			
53200 - Professional Education Training	53400 - Other	Professional Services	54300 - Repairs &	Maintenace Services	55010 - Shared Services/MACC	55300 - Telephone	55400 - Advertising	56010 - Supplies	56100 - General	Supplies		56120 - Office	Operation Expenditures	000	58100 - Dues & Fees					

Senior and Social Services Budget 2025-2026

Line Item 51610 - Payroll

SENIOR AND SOCIAL SERVICE PAYROLL			
TRANSPORTATION	HOURS	RATE	TOTAL
Per Diem Van Drivers	30/week	\$20.55	\$32,058.00
	3 20000 4 2000000		
OFFICE STAFF	HOURS	RATE	TOTAL
Program Coordinator/Admin	28/week	\$23.63	\$34,405.28
Extra Payroll Day (Tuesday)	7 hours	\$23.63	\$165.41
Administrative Assistant	17/week	\$21.58	\$19,076.72
Additional Admin Coverage	100 hours	\$21.58	\$2,158.00
TOTAL OFFICE STAFF			\$55,805.41
SUMMARY			
Commission Clerk			\$375.00
Transportation			\$32,058.00
Office Staff			\$55,805.41
Director			\$82,105.00
Longevity			\$300.00
TOTAL REQUEST			\$170,643.41
REVENUE – CT DOT GRANT			\$11,825

Payroll for staff members of the Bolton Senior and Social Services Department: Director (full-time, Supervisor's union, 37 hours per week, nine years longevity September 2025). Program Coordinator/Administrative Assistant (part-time, non-union, 28 hours per week). Administrative Assistant (part-time, non-union, 17 hours per week average). Two primary per-diem van drivers and three alternate per-diem van drivers for additional coverage (non-union). Van ride frequency is variable, but overall ride participation has increased. Van driver calculation based on anticipated average weekly van usage. *Increase based on wage and contractual obligations*.

DRIVER HOURS PER FISCAL YEAR

FY 25	FY 24	FY 23	FY 22	FY 21	FY 20	FY 19	FY 18
705 (half year)	1,369	981	999	650	1,375	1,589	1,653

Line Item 53200- Professional Education Training

Professional development conferences: "Aging CT Summit" (Area Agencies on Aging), Connecticut Association of Senior Center Personnel (CASCP), and Connecticut Local Administrators of Social Services (CLASS). *No change*.

Line Item 53400- Other Professional Services

Instructors for Senior center programming and Van Driver annual physicals. Suggested decrease of \$1,000 due to historic utilization.

Line Item 54300 - Repairs and Maintenance Services

Upkeep of the outdoor awning: take down, winter storage, hanging and repairs; vendor cost increased in FY 2024. Mandatory vehicle and brake inspection for DMV registration. Repairs to Senior Center vehicles provided by any off-site vendor. Has required budget transfers due to more costly repairs at the fleet ages. Current vehicles are 2015, 2016, 2017 and 2020. Suggested increase of \$1,000.

Line Item 55010 - Shared Services/MACC

Contract with Manchester Area Conference of Churches (MACC). Residents have access to services, including perishable food pantry, community kitchen, Operation Fuel, and emergency outreach/shelter services. *No change*.

Line Item 55300 - Telephone

Mobile phones used by the van drivers. No change. Drop package.

Line Item 55400 - Advertising

Newspaper advertising for open staff positions. *No change*.

Line Item 56010 - Supplies

Food, water delivery, and materials for Senior Center programming. No change.

Line Item 56100 - General Supplies.

Vehicle repair parts that are installed by the Highway Department. Suggested decrease of \$1,000 due to historic utilization.

Line Item 56120 - Office Operation Expenditures

Annual software license fee, Constant Contact subscription for newsletter distribution, and general office supplies. Increase in vendor software license fee absorbed in current budget. Potential for future increase due to newsletter subscribers. *No change*.

Line Item 58100 - Dues and Fees

Association memberships for the Director and Program Coordinator for the Connecticut Association of Senior Center Personnel (CASCP) and Director's membership for the Connecticut Local Administrators of Social Services (CLASS). Director renews the Certified Connecticut Municipal Officer (CCMO) designation annually through the Connecticut Conference of Municipalities (CCM). *No change.*

Senior and Social Services Statistics

Note: does not include all information for December 2024

Calendar Year	Total Visits to Senior Center	Unduplicated Participants	Total Rides	Food Pantry Visits
2022	5,412	406	1,127	151
2023	6,480	450	1,560	190
2024	6,795+	467+	1,968+	172+

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 PUBLIC HEALTH						Category				Other Contracts			Total		
 Code 4401					Accounting Codes	Sanda Billing Codes				01066					

Any Change (+/-) in a category please explain. By: Carrie Concatelli

Signature(s): Carrie Concatelli

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BOLTON BUDGET WORKSHOP

FIRE COMMISSION

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	Unaudited	Actual	Expenditures	2023-2024	18 183	10 169	207,07	5,703	72,267	28,881	1.390	19 97/	1000	4,280	544	1.709	2,945	8,180	44.382	1.130		249 743	243,743	
		Adopted	Expenditures	2023-2024	57.132	12,800	7 200	002,1	46,125	30,183	0	19.974	7 000	008'/	200	1,400	8,100	25,200	40,167	1,300		257 981	TOC: 107	
FIRE COMMISSION			Category		Payroll	Professional Education Training	Other Professional Services		Fire/Security Maint. & Supply	Communications	Travel	Proficiency Fund	nance Suppli	repairs of rannerlaine outputes	Office Operation Expenditures	Other Supplies	Medical Expenses	Uniforms & Supplies	Equipment	Dues & Fees		Total		
Code 4203			Accounting Codes		51610	53200	53400			55300	. 22800	25900	56100			26300	26900	26930	57300	58100				

Any Change (+/-) in a category please explain.

By:

Budget Categories for the Bolton Fire Commission

This is a brief explanation of the services, equipment, NFPA obligations, training, emergency service communication, and

Payroll

Officer, and secretary positions for fire department and the Fire Commission.

Professional Education Training

Initial and annual training costs for members to be certified in fire, EMS, and/or traffic incident management to do their jobs effectively and safely. This also includes costs for specialty classes and conferences for EMS, rescue and fire.

Other Professional Services

Includes annual physicals that are required by OSHA for our members to participate in emergency activities. These physicals include specialized physicals targeted to the category of job that the member is involved in, to include but not limited to audiology, PPE fit testing, cardiac, Hepatitis B vaccines, and CDL physicals. OSHA is proposing major changes and upgraded physicals in 2025 looking to increase firefighter health screening and cancer recognition. More details to follow from OSHA.

Fire / Security Maintenance & Supply

This budget category covers expenses for all labor and materials that are performed by outside vendors both inhouse and at the vendor's location. Some examples would be DOT testing, fire pump, and aerial ladder testing of your apparatus on an annual basis, annual fire hose and ground ladder testing, fire extinguisher testing, personnel's SCBA mask fit testing, and more.

Emergency repairs done by an outside vendor would be also included in this category.

Communications

This category covers your 911 dispatching costs, Active 911 paging service, antenna rental space on a communications tower, cell phone, and firehouse television monthly costs.

Proficiency Fund

This fund is given to the fire department every year to reimburse the members for their fuel, vehicle tax, clothing, etc. as the member sees fit. These funds are distributed historically at our annual banquet in May. Members receive funds, less taxes, that coincides with the emergency activities that they participate in.

Repairs & Maintenance Supplies

Items needed to do in house repairs by our members and town staff to keep your equipment in working condition.

Office Operation Expenditures

The category where we purchase computer supplies including toner, filing materials, general office supplies, etc.

Other Supplies

Water, award materials

Medical Expenses

Bolton Fire Department has a DPH certification as R1. We are the first responders to go to any medical emergency in town. We provide EMS services with include using many medical supplies and tools, ie: oxygen and supplied, bandaging, CPR equipment and supplies, major trauma supplies, collars, bio hazards, PPE, suction supplies, gloucose and Narcan, etc.

Uniforms & Supplies

The Uniform category is where we purchase firefighter and EMS turn out gear. One set of firefighter gear that includes pants and jacket average \$3600 per person. Add helmet, boots, gloves, and thermo hoods, the total can average \$4,400. In recent years the Selectmen increased funding that allowed us to purchase a second set of gear per certified firefighter as required by NFPA. This gear has a ten year life expectancy per NFPA, except for wear and tear.

Equipment

This category encompasses cost for equipment used in our daily activities. Sometimes specialized tools are included in this account.

Dues & Fees

This covers annual fees for Fire Chiefs and Firefighter Associations that include specialized insurance plans for each member covering life and A&D plans.

Decision Package # out of # #1 being the most important to fund

Department: Fire Commission

Subject: 2025 - 2026 Budget

Explain proposed addition here (programs or services added and their effect on hours, etc.):

Explain why this particular item was selected:

First, personnel safety per proposed OSHA's new

Quantify categories that are added/funded:

Budget Category	Addition Amount	Staffing Impact	Comments
Payroll	3%		Staffing proposal is still being discussed – we will table for now waiting for the future Strategic Plan comments
Other Professional Services	10,200		Projected new OSHA Regulations Interior FF Physicals ***
Communications	1,100		TN dispatching and ESO records management 5% increase
Proficiency Fund	3%		
Other Supplies			
Equipment			
Other (specify line item)			
Total			*** If the OSHA proposal does not pass, this increase would be returned to the General Fund

Summary: See the statements below:

OSHA Releases Statement on its Emergency Response Rulemaking

The Department of Labor's Occupational Safety and Health Administration (OSHA) released a statement regarding its emergency response rulemaking and volunteer emergency responders.

https://www.osha.gov/news/newsreleases/osha-statement/20240917



OSHA Statement

U.S. Department of Labor September 17, 2024 Contact: Office of Communications

Phone: 202-693-1999

OSHA issued the following statement regarding its emergency response rulemaking and volunteer emergency responders

OSHA's rulemaking on Emergency Response is focused on providing long overdue protections to emergency responders. The agency has tremendous respect for both the work that emergency responders do and their unique role providing essential public safety services to every community in America. This statement describes the rulemaking's applicability to volunteer responders.

Where are we now?

On February 5, 2024, OSHA published the Notice of Proposed Rulemaking (NPRM), <u>Emergency</u> Response Standard.

https://www.federalregister.gov/documents/2024/07/23/2024-16126/emergency-response-standard



While OSHA does not directly cover volunteer emergency responders, some OSHA State Plans treat volunteers as employees under state law, which is how a federal proposed standard could affect volunteer responders in those State Plan states. In the NPRM, OSHA preliminarily determined, based on the limited evidence available to it at the time, that the proposed rule would be economically feasible for volunteer organizations. OSHA had sought information about the potential impact of the rule on volunteer organizations, but it did not have sufficient evidence to show that the rule would be infeasible for these organizations. Therefore, in accordance with the requirements of the Occupational Safety and Health Act of 1970, the proposal did not provide special allowances for the volunteer organizations that could be affected in some states. At the same time, the agency requested commenters' input on whether the proposed rule would be feasible for these entities. OSHA received that input during the extended comment period from February 5, 2024 through July 22, 2024.

ADD DECISION PACKAGE

TOWN OF BOLTON, CT

OSHA has received comments in response to the NPRM from many stakeholders, including volunteer emergency responders, fire chiefs, trade organizations, and members of Congress, which raise serious concerns about the economic feasibility of the proposed standard for volunteer fire departments. OSHA takes these concerns seriously. The comments submitted to the rulemaking docket provide crucial information that the agency did not have earlier in the rulemaking process. This new information will help the agency make the necessary determinations about whether the proposed standard is feasible for volunteer organizations.

Moving forward

OSHA is committed to taking steps in any final standard, consistent with the rulemaking record, to assess and minimize detrimental effects on volunteer fire departments. If supported by the record, this may include excluding voluntary emergency response organizations entirely based on these feasibility concerns.

Can I still provide input to OSHA?

Yes. While the initial comment period has closed, OSHA strongly encourages stakeholders to continue to provide information and data relevant to this question at the public rulemaking hearing scheduled to begin on November 12, 2024, and during the post-hearing comment period. Instructions for how to participate in the hearing are available on the Emergency Response rulemaking webpage, www.osha.gov/emergency-response/rulemaking. Once the rulemaking record is complete, OSHA will review all the information received and determine the appropriate approach to take with respect to volunteer organizations.

How did we get here?

OSHA created an advisory committee working group to help the agency craft a proposed standard so that stakeholders would have a direct hand in the process. That working group included representatives from labor and management; career, volunteer and industrial responders; as well as several other important stakeholder communities. OSHA included both career and volunteer responders in the working group because some OSHA State Plans treat volunteers as employees under state law, and a federal proposed standard could affect both groups in those states. The agency's intention has always been to work collaboratively with the emergency response community to find win-win solutions that ensure both responder safety and public safety.

On February 5, 2024, OSHA published the Notice of Proposed Rulemaking (NPRM), <u>Emergency Response Standard</u>. While OSHA does not directly cover volunteer emergency responders, some OSHA State Plans treat volunteers as employees under state law, which is how a federal proposed standard could affect volunteer responders in those State Plan states. OSHA requested commenters' input on whether the proposed rule would be feasible for these entities. OSHA received that input during the extended comment period from February 5, 2024, through July 22, 2024.

The comments OSHA received from many stakeholders, including volunteer emergency responders, fire chiefs, trade organizations, and members of Congress, raise serious concerns about the economic feasibility of the proposed standard for volunteer fire departments. OSHA states it is committed to taking steps in its final standard to minimize detrimental effects on volunteer fire departments. If supported by the record, this may

ADD DECISION PACKAGE

TOWN OF BOLTON, CT

include excluding voluntary emergency response organizations entirely based on these feasibility concerns.

While the initial comment period has closed, OSHA strongly encourages stakeholders to continue to provide information and data relevant to this question at the public rulemaking hearing scheduled to begin on **November 12**, **2024**, and during the post-hearing comment period. Instructions for how to participate in the hearing are available on the Emergency Response rulemaking webpage, www.osha.gov/emergency-response/rulemaking.

Read OSHA's full statement at OSHA.gov.

The National Volunteer Fire Council is adamantly opposed to the adoption of the proposed OSHA Emergency Response Standard in its current form. As written, this standard would be unachievable for many volunteer fire and emergency service departments. This would result in many departments having to choose between closing their doors or operating outside the scope of the standard, leaving them open to citations, fines, and staggering civil liabilities. We are sounding the alarm for all firefighters, EMS providers, and their communities to flood the public comment portal by the June 21 deadline to let OSHA and our elected officials know that this proposal would have disastrous effects on your communities: https://bit.ly/3QneKJb Find resources to help you understand the proposed changes and how to write an effective comment here: www.nvfc.org/osha-standard.

<u>Decision Package # out of # .</u> #1 being the first one to take (least impact)

Department: Bolton Fire Commisson - Bolton Vol. Fire Department 2025 - 2026 Fiscal Year

Explain proposed reduction (programs or services reduced or eliminated and its effect on hours, etc.):

In 2023 -2024 budget year, the fire department was hit with approximately \$32,000 of unexpected maintenance costs on apparatus. We were offered assistance by the Town Administrator, and we chose to handle these expenses within our budget. These costs were taken out of our operating budget, which did impact on our other operational, training, equipment, and protective gear accounts. We also worked with the Selectmen in the current budget process, 2024 – 2025, and reduced our Payroll by one Officer position this year.

It will be extremely difficult to continue operations at this level again in the proposed upcoming budget year. Currently OSHA is proposing some major changes across the country for the fire service that will mandate our education and certifications, our member health physicals, and many operational changes to better protect the firefighters, and will require additional funding from our community. We have included the First Selectman and Town Administrator in several of the OSHA comments and some of the FD responses across the country for several months. More to follow from OSHA.

Quantify categories that are reduced:

Expenditure Category	Reduction Amount	Staffing Impact	Remarks
Payroll			
Professional/ Technical Services		,	
Repairs & Maintenance Supplies			
Other Supplies			
Equipment			
Other (specify line item)			
Total			

CONSERVATION COMMISSION

				Proposed	hy Coloopure	ny selectmen	2025-2026											(0	
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Any Change (+/-) in a category please explain.

By: Peter Van Dine

Signature(s):

<u>Decision Package # 1 out of # 1.</u> #1 being the first one to take (least impact)

Department: Conservation Commission

Explain proposed reduction (programs or services reduced or eliminated and its effect on hours, etc.): As explained in the Summary below the only cost to the Town to establish the baseline condition for Bolton Notch Pond, an outstanding aquatic resource, is paying for the professional analysis of water samples. Without such analyses there would be no evidence to confirm any change, either improvement or degradation, of the health of the pond.

<u>Explain why this particular item was selected</u>: It is a project planned to be expanded this coming year, and the Town has requested that a Drop Decision Package be included in our budget request.

Quantify categories that are reduced:

Expenditure Category	Reduction Amount	Staffing Impact	Remarks
Payroll	None	None	
Professional/ Technical Services	\$900	None	A minor sum to protect a significant resource
Repairs & Maintenance Supplies	None	None	
Office Operating Expenses	None	None	
Other Supplies	None	None	
Equipment	None	None	
Other (specify line item)	None	None	
Total	\$990	None	

Summary:

Bolton Notch Pond borders Freja Park, Bolton Notch State Park, the Nathan Hale Greenway, and the Hop River Trail as well as supporting amphibious and aquatic wildlife. It is fed by two inflows: a brook rising from a wetland subject logging pressure and stormwater runoff from routes 6, 44, and I384. The Conservation Commission has established its ability to make observations and take water samples for analysis on the pond. It is well understood that it is easier and less expensive to maintain a water body than to restore a degraded one. Establishing a baseline condition is the first required step for maintaining Bolton Notch Pond.

Bolton Conservation Commission Zero Based 2025-26 Budget Worksheet

C. Peter Van Dine 2024-12-03

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