

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1329

03/13/2025

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
ALL AMERICAN WASTE, LLC	T8450					
Check Group:						
CONTRACT PICK-UP: MARCH 2025		1 0		803815114 3/1/2025	1005.084.8405.000000.54101.00000 Refuse Removal. - Ref. Serv.	\$33,820.58
				Check #: 0		
					PO/InvoiceTotal:	\$33,820.58
					Vendor Total:	\$33,820.58
AMIE MEACHAM						
Check Group:						
3/19/25 1-HOUR CHILDREN'S YOGA PROGRAM		1 251178		159 2/25/2025	1005.045.4501.000000.53400.00000 Other Professional Services - Librar.	\$200.00
				Check #: 0		
					PO/InvoiceTotal:	\$200.00
					Vendor Total:	\$200.00
ANTHEM LIFE						
Check Group:						
TOWN LIFE INSURANCE - MARCH 2025		1 0		10604280 2/12/2025	1005.041.4141.000000.52100.00000 Life Insurance - Empl. Bene	\$157.07
				Check #: 0		
					PO/InvoiceTotal:	\$157.07
					Vendor Total:	\$157.07
ASHFORD PARKS & REC. COMMISSION	T3381					
Check Group:						
24/25 BASKETBALL SEASON MEDALS & TROPHIES - 5 TEAMS		1 0		24/25 AWARDS 3/3/2025	2970.045.4503.300103.56120.00000 Youth Basketball - General Supplies	\$80.55
				Check #: 0		
					PO/InvoiceTotal:	\$80.55
					Vendor Total:	\$80.55
B.T. LINDSAY & CO., INC.						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
RUN GAS LINE FROM NEW METER TO BOILER, PRESSURE TEST & LIGHT UP		1	251209	14762 3/3/2025	1005.043.4399.000000.54300.00000 Repair & Maint. Services - Town Build. Oper.	\$2,606.85
Check #: 0						
PO/InvoiceTotal:						\$2,606.85
Vendor Total:						\$2,606.85
BAKER & TAYLOR	B13638					
Check Group:						
13 BOOKS		1	250332	5019349521 2/18/2025	1005.045.4501.000000.56400.00000 Library Materials - Libr.	\$210.60
2 BOOKS		1	250332	5019355961 2/17/2025	1005.045.4501.000000.56400.00000 Library Materials - Libr.	\$29.71
Check #: 0						
PO/InvoiceTotal:						\$240.31
Vendor Total:						\$240.31
BDS						
Check Group:						
FINANCE PRINTER MAINTENANCE		1	251210	309230 11/21/2024	1005.043.4399.000000.54300.00000 Repair & Maint. Services - Town Build. Oper.	\$1,903.73
Check #: 0						
PO/InvoiceTotal:						\$1,903.73
Vendor Total:						\$1,903.73
BRODART CO.	T1259					
Check Group:						
CREDIT - 1 HARCOVER BOOK PURCHASED ON INV #B6926059		1	250335	17297-CREDITB6 926059 1/29/2025	1005.045.4501.000000.56400.00000 Library Materials - Libr.	(\$10.80)
10 DVDs		1	250335	B6932682 2/11/2025	1005.045.4501.000000.56400.00000 Library Materials - Libr.	\$160.70

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25 DVDs		1	250335	B6932740 2/11/2025	1005.045.4501.000000.56400.00000 Library Materials - Libr.	\$449.07
4 DVDs		1	250335	B6933515 2/12/2025	1005.045.4501.000000.56400.00000 Library Materials - Libr.	\$34.01
5 DVDs		1	250335	B6936971 2/18/2025	1005.045.4501.000000.56400.00000 Library Materials - Libr.	\$78.99
Check #: 0						
						PO/InvoiceTotal: <u>\$711.97</u>
						Vendor Total: <u>\$711.97</u>
BROWN & BROWN INSURANCE SERVICES INC.						
Check Group:						
MONTHLY CONSULTING SERVICE CONTRACT - MARCH 2025		1	0	19176015 3/1/2025	1005.041.4141.000000.52010.00000 Insurance Admin. Fees - Empl. Bene.	\$770.00
Check #: 0						
						PO/InvoiceTotal: <u>\$770.00</u>
						Vendor Total: <u>\$770.00</u>
BUDGET FUEL T3409						
Check Group:						
Financial Assistance - oil delivery Gonyaw 129 Notch Rd		200	251138	55386 2/14/2025	2860.000.0000.000000.25200.00000 Other Liability - Resident Assist. Fund	\$699.80
Check #: 0						
						PO/InvoiceTotal: <u>\$699.80</u>
						Vendor Total: <u>\$699.80</u>
CASELLA WASTE T5210						
Check Group:						
Tipping Fees SINGLESTREAM-IN* - FEB 2025		1	0	3842987 2/28/2025	1005.084.8405.000000.54421.00000 Tipping Fees - Ref. Serv.	\$1,557.25
Check #: 0						
						PO/InvoiceTotal: <u>\$1,557.25</u>

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						Vendor Total: \$1,557.25
CCM.	T1539					
Check Group:						
BUSINESS CARDS - J MURDOCK		1 0		INV305421 2/20/2025	1005.041.4151.000000.56120.00000 Office Supplies - Build. & Land Use	\$21.46
						Check #: 0
						PO/InvoiceTotal: \$21.46
						Vendor Total: \$21.46
CHADWICK-BAROSS INC						
Check Group:						
FILTER KITS SHIPPING & HANDLING		1 0		C32307 2/11/2025	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	\$27.31
						Check #: 0
						PO/InvoiceTotal: \$27.31
						Vendor Total: \$27.31
CHARLES REXROAD	T7345					
Check Group:						
REIMBURSEMENT - AMAZON PURCHASE OF 2 ROKU BOXES		1 0		AMAZON 12/5/24 2/27/2025	1005.042.4203.000000.56120.00000 Office Oper. Supplies - Fire Comm.	\$48.00
REIMBURSEMENT - EBAY PURCHASE OF RADIO PROGRAMMING CABLE		1 0		EBAY 1/14/25 2/27/2025	1005.042.4203.000000.56120.00000 Office Oper. Supplies - Fire Comm.	\$43.95
						Check #: 0
						PO/InvoiceTotal: \$91.95
						Vendor Total: \$91.95
CNG						
Check Group:						
GAS EXPANSION PROJECT INSTALLMENT		1 0		18293322400001 9 9/19/2024	2960.049.4901.000000.25723.00000 Other Liabilities - Natural Gas Infrastructure	\$30,000.00
						Check #: 0

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$30,000.00</u>
						Vendor Total: <u>\$30,000.00</u>
COFIELLS SPORT & POWER EQUIP LLC						
Check Group:						
STIHL FS91 R STRING TRIMMERS		2	251173	147544 2/27/2025	1005.043.4399.000000.57300.00000 Equipment - Town Building Oper.	\$527.98
						Check #: 0
						PO/InvoiceTotal: <u>\$527.98</u>
Check Group:						
STIHL BR600 BACKPACK BLOWER		1	251174	147543 2/27/2025	1005.043.4399.000000.57300.00000 Equipment - Town Building Oper.	\$439.99
						Check #: 0
						PO/InvoiceTotal: <u>\$439.99</u>
						Vendor Total: <u>\$967.97</u>
COMCAST.						
Check Group:						
HP INTERNET #5775		1	0	#5775 3/1-3/29/25 2/23/2025	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$120.35
						Check #: 0
						PO/InvoiceTotal: <u>\$120.35</u>
						Vendor Total: <u>\$120.35</u>
CONNECTICUT FIRE MARSHALS ASSOCIATION						
Check Group:						
APRIL 3-4, 2025 CFMA CONFERENCE FEE - W CALL		1	251189	4/25 CONF - W CALL 2/28/2025	1005.042.4219.000000.53200.00000 Prof. Educational Training - Fire Marshal	\$300.00
						Check #: 0
						PO/InvoiceTotal: <u>\$300.00</u>
						Vendor Total: <u>\$300.00</u>
CONNECTICUT OCCUPATIONAL MEDICINE PARTNE						

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Check Group:						
MEMBER PHYSICALS AT CORPCARE, SOUTH WINDSOR		1	250249	267332 2/4/2025	1005.042.4203.000000.53400.00000 Other Professional Services - Fire Comm.	\$476.00
Check #: 0						
						PO/InvoiceTotal: <u>\$476.00</u>
						Vendor Total: <u>\$476.00</u>
CT FED. OF PLANNING & ZONING AGENCIES	T1045					
Check Group:						
ANNUAL MEMBERSHIP DUES THROUGH 3/31/26		1	0	PZC DUES THRU 3/2026 3/5/2025	1005.041.4153.000000.58100.00000 Dues & Fees - P & Z	\$130.00
ANNUAL MEMBERSHIP DUES THROUGH 3/31/26		1	0	ZBA DUES THRU 3/2026 3/5/2025	1005.041.4155.000000.58100.00000 Dues & Fees - Zoning BOA	\$130.00
Check #: 0						
						PO/InvoiceTotal: <u>\$260.00</u>
						Vendor Total: <u>\$260.00</u>
CT LAND CONSERVATION COUNCIL						
Check Group:						
3/22/25 CONFERENCE REGISTRATION		2	251213	INV-77XJYXPU 2/6/2025	1005.045.4599.000000.53200.00000 Prof. Educational Training - Cons. Comm.	\$220.00
Check #: 0						
						PO/InvoiceTotal: <u>\$220.00</u>
						Vendor Total: <u>\$220.00</u>
CTX						
Check Group:						
3-DAY ONLINE SEMINAR - L BUSHNELL		1	251164	A2025-00244 2/24/2025	1005.041.4135.000000.53200.00000 Prof. Educational Training -Tax Coll.	\$165.00
3-DAY ONLINE SEMINAR - A JOHNSON		1	251164	A2025-00245 1/24/2025	1005.041.4135.000000.53200.00000 Prof. Educational Training -Tax Coll.	\$165.00
Check #: 0						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$330.00</u>
						Vendor Total: <u>\$330.00</u>
DAVID PEZZINO						
Check Group:						
1/11/25 REFEREE - 10:45AM & 11:45AM		1	0	REFEREE 1/11/25 1/14/2025	2970.045.4503.300103.53400.00000 Youth Basketball - Other Professional Serv.	\$110.00
1/31/25 REFEREE - 7:30PM		1	0	REFEREE 1/31/25 1/14/2025	2970.045.4503.300103.53400.00000 Youth Basketball - Other Professional Serv.	\$55.00
						Check #: 0
						PO/InvoiceTotal: <u>\$165.00</u>
						Vendor Total: <u>\$165.00</u>
England True Value Hardware						
Check Group:						
MISC SUPPLIES FOR VARIOUS BUILDINGS		1	0	FEB 2025 - PARK DEPT 2/28/2025	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$358.52
						Check #: 0
						PO/InvoiceTotal: <u>\$358.52</u>
						Vendor Total: <u>\$358.52</u>
ESO SOLUTIONS, INC.						
Check Group:						
1 YEAR OF SOFTWARE INTEGRATION 3/6/25-3/5/26		1	251177	ESO-162302 2/20/2025	1005.042.4203.000000.55300.00000 Communications - Fire Comm.	\$385.00
						Check #: 0
						PO/InvoiceTotal: <u>\$385.00</u>
						Vendor Total: <u>\$385.00</u>
Eversource.						
Check Group:						

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Electricity - FD #2007		1	0	#2007 1/22-2/20/25 2/20/2025	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$1,195.49
Electricity - TH/COMM HALL #2014		1	0	#2014 1/22-2/20/25 2/20/2025	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$889.41
Electricity - 98 NOTCH REAR #2020		1	0	#2020 1/22-2/20/25 2/20/2025	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$856.72
Electricity - LIONS #2031		1	0	#2031 1/22-2/20/25 2/20/2025	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$45.92
Electricity - INP #2041		1	0	#2041 1/22-2/20/25 2/20/2025	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$44.31
Electricity - BML #2045		1	0	#2045 1/22-2/20/25 2/20/2025	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$562.88
Electricity - GAZEBO #2055		1	0	#2055 1/22-2/20/25 2/20/2025	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$44.00
Electricity - 98 NOTCH SSS #2075		1	0	#2075 1/22-2/20/25 2/20/2025	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$44.00
Electricity - RST #2086		1	0	#2086 1/22-2/20/25 2/20/2025	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$121.54
Electricity - NRM C #2092		1	0	#2092 1/22-2/20/25 2/20/2025	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$3,617.73
Electricity - BHF #4029		1	0	#4029 1/22-2/20/25 2/20/2025	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$26.04
Electricity - BALLFIELD #4069		1	0	#4069 1/22-2/20/25 2/20/2025	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$200.48



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Electricity - BI-OP SHED #6034		1	0	#6034 1/22-2/20/25 2/20/2025	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$45.60
Electricity - TENNIS COURTS #9098		1	0	#9098 1/22-2/20/25 2/20/2025	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$44.00
Check #: 0						
						PO/InvoiceTotal: \$7,738.12
						Vendor Total: \$7,738.12
FLEETPRIDE	T1173					
Check Group:						
12V 5-AMP BATTERY		1	0	123693547 2/24/2025	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	\$58.99
Check #: 0						
						PO/InvoiceTotal: \$58.99
						Vendor Total: \$58.99
FRONTIER.						
Check Group:						
NRMC TELEPHONE #1243		1	0	#1243 2/17-3/16/25 2/17/2025	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$514.99
Check #: 0						
						PO/InvoiceTotal: \$514.99
						Vendor Total: \$514.99
GOEHRING ELECTRIC LLC						
Check Group:						
DISCONNECT ALL ELECTRICAL FEEDING IN THE DEMO AREA OF NRMC		1	251203	104 NOTCH RD 3/2/25 3/2/2025	1005.043.4399.000000.54300.00000 Repair & Maint. Services - Town Build. Oper.	\$1,200.00
Check #: 0						
						PO/InvoiceTotal: \$1,200.00
						Vendor Total: \$1,200.00

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Grainger	B3131					
Check Group:						
CLEANING GLOVES		1	251205	9425639151 3/3/2025	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$295.20
				Check #: 0		
					PO/InvoiceTotal:	\$295.20
					Vendor Total:	\$295.20
Highland Park Market						
Check Group:						
CREAM		1	0	03-780473 2/3/2025	1005.044.4427.000000.56010.00000 Supplies - Sen. Serv.	\$3.89
				Check #: 0		
					PO/InvoiceTotal:	\$3.89
					Vendor Total:	\$3.89
Hillyard - New England						
Check Group:						
ACID FREE RESTROOM CLEANER - HIL0100904		6	251160	605747947 2/24/2025	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$300.00
MULTIFOLD WHITE PAPER TOWELS - PAP10130		6	251160	605747947 2/24/2025	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$174.00
KITCHEN TOWELS - PAP303729		8	251160	605747947 2/24/2025	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$320.00
12-16 GAL TRASH CAN LINERS - LH2433N		4	251160	605747947 2/24/2025	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$144.00
				Check #: 0		
					PO/InvoiceTotal:	\$938.00
					Vendor Total:	\$938.00
HYUNDAI LEASE TITLING TRUST.						
Check Group:						

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VEHICLE TAX REFUND BILL #2023-03-0052406		1	0	KM8J3CAL0LU21 6476 2/3/2025	1005.000.0000.000000.20780.00000  Tax Refund Exchange Account	\$220.08
Check #: 0						
						PO/InvoiceTotal: \$220.08
						Vendor Total: \$220.08
JOSH SAWTELLE						
Check Group:						
REIMBURSEMENT - BEACON LIGHT PURCHASE OF ELECTRICAL REPLACEMENT SHORELINE PLUGS		1	0	BEACON 11/21/24 2/27/2025	1005.042.4203.000000.56120.00000  Office Oper. Supplies - Fire Comm.	\$114.70
Check #: 0						
						PO/InvoiceTotal: \$114.70
						Vendor Total: \$114.70
KATHRYN CANNON						
Check Group:						
CLERK - 2/18/25 BOS HR & PERSONNEL SUBCOMMITTE MTG		1	0	2/18/25 CLERK #1 2/24/2025	1005.041.4107.000000.53100.00000  Official/Administrative Services - Admin.	\$75.00
CLERK - 2/18/25 BOS BUDGET WORKSHOP #6		1	0	2/18/25 CLERK #2 2/24/2025	1005.041.4107.000000.53100.00000  Official/Administrative Services - Admin.	\$100.00
CLERK - 2/25/25 BOS A/P & BUDGET MTG		1	0	2/25/25 CLERK 3/4/2025	1005.041.4107.000000.53100.00000  Official/Administrative Services - Admin.	\$125.00
Check #: 0						
						PO/InvoiceTotal: \$300.00
						Vendor Total: \$300.00
Laframboise Water Service Inc	B3773					
Check Group:						
CERTIFIED WELL OPERATOR CONTRACT FOR NOTCH RD WELL SYSTEM		1	251113	64518  2/20/2025	1005.043.4399.000000.54300.00000  Repair & Maint. Services - Town Build. Oper.	\$441.74
Check #: 0						

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						PO/InvoiceTotal: <u>\$441.74</u>
						Vendor Total: <u>\$441.74</u>
M & J Bus, Inc.	B35194					
Check Group:						
RENTAL OF 3 SCHOOL BUSES - 1/24/25 DEAN CABINET FIRE		1	251206	68359 2/28/2025	1005.042.4203.000000.54420.00000 Vehicle Rental - Fire Comm.	\$510.00
						Check #: 0
						PO/InvoiceTotal: <u>\$510.00</u>
						Vendor Total: <u>\$510.00</u>
MAD SCIENCE OF WESTERN NEW ENGLAND	T13700					
Check Group:						
DEPOSIT FOR 7/8/25 SUMMER CAMP WORKSHOP		1	0	7/8/25 DEPOSIT 2/27/2025	2970.000.0000.000000.18020.00000 Prepaid Expenses - Rec Round	\$90.00
						Check #: 0
						PO/InvoiceTotal: <u>\$90.00</u>
						Vendor Total: <u>\$90.00</u>
Marcus Communications Llc						
Check Group:						
MONTHLY RADIO RENTAL: MARCH 2025		1	0	96140 3/1/2025	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$15.00
						Check #: 0
						PO/InvoiceTotal: <u>\$15.00</u>
						Vendor Total: <u>\$15.00</u>
MARY JOHNSTON						
Check Group:						
CLERK - 2/20/25 FINANCE COMMITTEE MEETING		1	0	2/20/25 CLERK 2/21/2025	1005.041.4115.000000.53100.00000 Official/Admin Services - BOF	\$75.00
						Check #: 0
						PO/InvoiceTotal: <u>\$75.00</u>

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Vendor Total:						\$75.00
MIDWEST TAPE	T29773					
Check Group:						
5 DVDs & 1 BCD		1	250342	506763210 2/17/2025	1005.045.4501.000000.56400.00000 Library Materials - Libr.	\$136.44
Check #: 0						
PO/InvoiceTotal:						\$136.44
Vendor Total:						\$136.44
NAPA AUTO PARTS						
Check Group:						
BATTERY		1	0	394601 3/3/2025	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$127.75
Check #: 0						
PO/InvoiceTotal:						\$127.75
Check Group:						
FILTER, OIL & ASSORTED SUPPLIES		1	251163	393464 2/20/2025	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$441.50
CREDIT FOR RETURN OF 2 FILTERS		1	251163	393504 2/20/2025	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	(\$12.70)
Check #: 0						
PO/InvoiceTotal:						\$428.80
Vendor Total:						\$556.55
NATALIE THOMPSON						
Check Group:						
REIMBURSEMENT FOR FY 24/25 BOOT PURCHASE AS PER CONTRACT		1	0	FY 24/25 BOOT MONEY 3/5/2025	1005.043.4399.000000.56930.00000 Uniforms - Town Building Oper.	\$84.73
Check #: 0						
PO/InvoiceTotal:						\$84.73
Vendor Total:						\$84.73

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<b>NATURE'S ART VILLAGE</b>						
Check Group:						
DEPOSIT FOR 7/17/25 SUMMER CAMP FIELD TRIP		1	0	7/17/25 DEPOSIT 2/26/2025	2970.000.0000.000000.18020.00000 Prepaid Expenses - Rec Round	\$100.00
Check #: 0						
PO/InvoiceTotal:						\$100.00
Vendor Total:						\$100.00
<b>NCCTBL</b>	<b>T13771</b>					
Check Group:						
TRAVEL BASKETBALL 24/25 SEASON PAYMENT		1	251215	24/25 BASKETBALL 3/4/2025	2970.045.4503.300103.53400.00000 Youth Basketball - Other Professional Serv.	\$200.00
Check #: 0						
PO/InvoiceTotal:						\$200.00
Vendor Total:						\$200.00
<b>NEW BRITAIN MUSEUM OF AMERICAN ART</b>	<b>T40664</b>					
Check Group:						
2025-2026 LIBRARY MUSEUM PASS RENEWAL		1	0	LIB PASS 2025-2026 2/13/2025	1005.045.4501.000000.56400.00000 Library Materials - Libr.	\$125.00
Check #: 0						
PO/InvoiceTotal:						\$125.00
Vendor Total:						\$125.00
<b>NEXT-GEN SUPPLY GROUP LLC</b>	<b>T1651</b>					
Check Group:						
TORK ADVANCED BATH TISSUE PAPER - SCA2461200		1	251159	502086A 2/20/2025	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$359.32
Check #: 0						
PO/InvoiceTotal:						\$359.32
Vendor Total:						\$359.32

NICHOLAS ROY

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1329

03/13/2025

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
20 NOTCH RD BILL #2023-01-0001750		1	0	PROPERTY TAX REFUND 2/5/2025	1005.000.0000.000000.20780.00000 Tax Refund Exchange Account	\$144.03
Check #: 0						
PO/InvoiceTotal:						\$144.03
Vendor Total:						\$144.03
NORTH CENTRAL CONSERVATION DISTRICT						
Check Group:						
WETLANDS AGENT SERVICES - MARCH 2025		1	250056	2622 3/1/2025	1005.041.4151.000000.53300.00000 Professional/ Tech Serv - Build. & Land Use	\$1,320.00
Check #: 0						
PO/InvoiceTotal:						\$1,320.00
Vendor Total:						\$1,320.00
Novus Insight, Inc						
Check Group:						
SOFTWARE & TECH SERVICES - MARCH 2025		1	0	21979 3/1/2025	1005.041.4107.000000.53520.00000 Other Tech. Services - Admin.	\$4,754.55
Check #: 0						
PO/InvoiceTotal:						\$4,754.55
Vendor Total:						\$4,754.55
PATRICE L CARSON						
Check Group:						
HOURLY CONSULTING SERVICES: 2/17-2/23/25		20	0	W/E 2/23/25 3/2/2025	1005.041.4151.000000.53300.00000 Professional/ Tech Serv - Build. & Land Use	\$1,500.00
HOURLY CONSULTING SERVICES: 2/24-3/2/25		28	0	W/E 3/2/25 3/2/2025	1005.041.4151.000000.53300.00000 Professional/ Tech Serv - Build. & Land Use	\$2,100.00
Check #: 0						
PO/InvoiceTotal:						\$3,600.00
Vendor Total:						\$3,600.00

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1329

03/13/2025

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
PHOENIX ENVIRONMENTAL LAB INC.	T1250					
Check Group:						
WATER TEST AT HERRICK PARK		1	251207	1242098 2/28/2025	1005.043.4399.000000.54300.00000 Repair & Maint. Services - Town Build. Oper.	\$155.00
WATER TEST AT HERRICK PARK		1	251207	1242099 2/28/2025	1005.043.4399.000000.54300.00000 Repair & Maint. Services - Town Build. Oper.	\$48.00
Check #: 0						
						PO/InvoiceTotal: <u>\$203.00</u>
						Vendor Total: <u>\$203.00</u>
QUASSY AMUSEMENT PARK						
Check Group:						
DEPOSIT FOR 8/14/25 SUMMER CAMP FIELD TRIP		1	0	8/14/25 DEPOSIT 2/27/2025	2970.000.0000.000000.18020.00000 Prepaid Expenses - Rec Round	\$100.00
Check #: 0						
						PO/InvoiceTotal: <u>\$100.00</u>
						Vendor Total: <u>\$100.00</u>
RIVERSIDE REPTILES EDUCATION CENTER						
Check Group:						
DEPOSIT FOR 7/16/25 SUMMER CAMP PROGRAM		1	0	7/16/25 DEPOSIT 2/27/2025	2970.000.0000.000000.18020.00000 Prepaid Expenses - Rec Round	\$190.00
Check #: 0						
						PO/InvoiceTotal: <u>\$190.00</u>
						Vendor Total: <u>\$190.00</u>
ROGER LAFRANCOIS						
Check Group:						
1/25/25 REFEREE - 4:00PM		1	0	REFEREE 1/25/25 2/3/2025	2970.045.4503.300103.53400.00000 Youth Basketball - Other Professional Serv.	\$55.00
2/1/25 REFEREE - 12:45PM & 1:45PM		1	0	REFEREE 2/1/25 2/3/2025	2970.045.4503.300103.53400.00000 Youth Basketball - Other Professional Serv.	\$110.00



Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1329

03/13/2025

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
2/8/25 REFEREE - 11:00AM		1	0	REFEREE 2/8/25 2/11/2025	2970.045.4503.300103.53400.00000 Youth Basketball - Other Professional Serv.	\$55.00
Check #: 0						
PO/InvoiceTotal:						\$220.00
Vendor Total:						\$220.00
SEAN RAYMOND						
Check Group:						
2/1/25 REFEREE PAYMENT - 10:45AM, 11:45AM, 12:45PM, 1:45PM & 2:45PM		1	251211	REFEREE 2/1/25 2/3/2025	2970.045.4503.300103.53400.00000 Youth Basketball - Other Professional Serv.	\$285.00
Check #: 0						
PO/InvoiceTotal:						\$285.00
Vendor Total:						\$285.00
SUBURBAN PROPANE T1251						
Check Group:						
PROPANE - HERRICK PARK GENERATOR		1	0	73350521666 2/24/2025	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$183.13
Check #: 0						
PO/InvoiceTotal:						\$183.13
Check Group:						
FINANCIAL ASSISTANCE - PROPANE DELIVERY AT 510 HOP RIVER RD		1	251175	7335-521691 3/5/2025	2860.000.0000.000000.25200.00000 Other Liability - Resident Assist. Fund	\$631.35
Check #: 0						
PO/InvoiceTotal:						\$631.35
Vendor Total:						\$814.48
TEAM EJP VERNON CT						
Check Group:						
SEWER LINE CAP FOR NRMC		1	0	6445038 2/4/2025	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$31.33
Check #: 0						

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1329

03/13/2025

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$31.33</u>
						Vendor Total: <u>\$31.33</u>
TIGHE & BOND INC						
Check Group:						
ABATEMENT MONITORING		1 0		TB-1014805 2/21/2025	2824.049.4920.000000.54101.00000 NRMC Abatement/ARPA Expenditure	\$7,717.45
						Check #: 0
						PO/InvoiceTotal: <u>\$7,717.45</u>
						Vendor Total: <u>\$7,717.45</u>
TOYOTA LEASE TRUST .						
Check Group:						
VEHICLE TAX REFUND BILL #2023-03-0054959		1 0		JM1BPBLL8M140 4024 2/10/2025	1005.000.0000.000000.20780.00000 Tax Refund Exchange Account	\$428.70
VEHICLE TAX REFUND BILL #2023-03-0054961		1 0		JM3KFBCM2N06 23524 2/10/2025	1005.000.0000.000000.20780.00000 Tax Refund Exchange Account	\$329.47
						Check #: 0
						PO/InvoiceTotal: <u>\$758.17</u>
						Vendor Total: <u>\$758.17</u>
TREASURER - STATE OF CONN						
Check Group:						
COMMUNITY INVESTMENT		1 0		FEB 2025 3/4/2025	1005.000.0000.000000.20792.00000 Housing/Open Space/Rec Fee Exchange Account	\$1,044.00
NOMINEE AS GRANTOR (ASSIGNOR/RELEASOR)		1 0		FEB 2025 3/4/2025	1005.000.0000.000000.20792.00000 Housing/Open Space/Rec Fee Exchange Account	\$127.00
NOMINEE AS GRANTOR/GRANTEE		1 0		FEB 2025 3/4/2025	1005.000.0000.000000.20792.00000 Housing/Open Space/Rec Fee Exchange Account	\$220.00
						Check #: 0
						PO/InvoiceTotal: <u>\$1,391.00</u>
						Vendor Total: <u>\$1,391.00</u>

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1329

03/13/2025

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
TREASURER, STATE OF CONNECTICUT.						
Check Group:						
MONTHLY HISTORIC DOC PRESERVATION - FEB 2025		1 0		FEB 2025 3/4/2025	1005.000.0000.000000.20790.00000 Hist Doc Preservation Exchange Account	\$232.00
Check #: 0						
PO/InvoiceTotal:						\$232.00
Vendor Total:						\$232.00
TREE WARDEN'S ASSOC. OF CT	T3327					
Check Group:						
ANNUAL MEMBERSHIP DUES - J BUTRYMOVICH		1 0		01578 2/25/2025	1005.043.4399.000000.58100.00000 Dues & Fees - Town Building Oper.	\$95.00
Check #: 0						
PO/InvoiceTotal:						\$95.00
Vendor Total:						\$95.00
TYCHE PLANNING & POLICY GROUP, LLC						
Check Group:						
ZEO MONTHLY SERVICES - FEB 2025		1 250057		012_2025_02 3/1/2025	1005.041.4151.000000.53300.00000 Professional/ Tech Serv - Build. & Land Use	\$2,000.00
Check #: 0						
PO/InvoiceTotal:						\$2,000.00
Vendor Total:						\$2,000.00
Tyler Technologies	T40848					
Check Group:						
TOWN'S SHARE OF ANNUAL SCHOOL ERP PRO FEES 4/1/25-3/31/26		1 0		025-498602 TWN 3/1/2025	1005.041.4107.000000.53520.00000 Other Tech. Services - Admin.	\$15,285.83
Check #: 0						
PO/InvoiceTotal:						\$15,285.83
Vendor Total:						\$15,285.83

Valley Athletics Field Solutions, Inc.

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1329

03/13/2025

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
7.5-FT PLAYER BENCHES (AC.BEP108)		5	251096	60306 2/20/2025	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$2,800.85
Check #: 0						
PO/InvoiceTotal:						\$2,800.85
Vendor Total:						\$2,800.85
VALSOFT.	T1079					
Check Group:						
E-VERIFY 1/30-2/24/25		1	0	INV-360498 2/28/2025	1005.041.4147.000000.53520.00000 Other Contracts - Town Clerk	\$21.32
MICROFILM CREATION		1	0	INV-360730 2/28/2025	1005.041.4147.000000.53520.00000 Other Contracts - Town Clerk	\$9.99
Check #: 0						
PO/InvoiceTotal:						\$31.31
Vendor Total:						\$31.31
Verizon Wireless						
Check Group:						
FD CELL PHONE 2/7-3/6/25		1	0	6105348195 2/7/2025	1005.042.4203.000000.55300.00000 Communications - Fire Comm.	\$127.97
TOWN TELEPHONE - HWY DEPT #7775		1	0	6106390502 2/19/2025	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$41.17
TOWN TELEPHONE - J RUPERT #3386		1	0	6106390502 2/19/2025	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$50.59
SENIOR CTR PHONE - LINE 1 #1130		1	0	6106390502 2/19/2025	1005.044.4427.000000.55300.00000 Telephone - Sen. Serv.	\$18.68
SENIOR CTR PHONE - LINE 2 #5383		1	0	6106390502 2/19/2025	1005.044.4427.000000.55300.00000 Telephone - Sen. Serv.	\$18.68
TOWN TELEPHONE - TWN HALL #4985		1	0	6106390502 2/19/2025	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$41.17
Check #: 0						

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1329

03/13/2025

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$298.26
						Vendor Total: \$298.26
VESTIS						
Check Group:						
UNIFORMS		1	251033	27012475 2/1/2025	1005.043.4399.000000.56930.00000 Uniforms - Town Building Oper.	\$834.55
						Check #: 0
						PO/InvoiceTotal: \$834.55
						Vendor Total: \$834.55
Village Spring Distributor Llc						
Check Group:						
WATER	T1169	1	0	171848 - FIRE DEPT 12/17/2024	1005.042.4203.000000.56300.00000 Other Supplies - Fire Comm.	\$76.62
						Check #: 0
						PO/InvoiceTotal: \$76.62
						Vendor Total: \$76.62
W.H. PREUSS & SONS, INC.						
Check Group:						
REPAIR OIL TANK ON CHAINSAW	T24631	1	0	188190 2/3/2025	1005.042.4203.000000.54302.00000 Fire/Security Maint. & Supply - Fire Comm.	\$22.34
						Check #: 0
						PO/InvoiceTotal: \$22.34
Check Group:						
ECHO HEDGE TRIMMER ATTACHMENT		1	251208	189122 3/4/2025	1005.043.4399.000000.57300.00000 Equipment - Town Building Oper.	\$231.99
						Check #: 0
						PO/InvoiceTotal: \$231.99
						Vendor Total: \$254.33
WESTERN OIL INC.						

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1329

03/13/2025

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount	
Check Group:							
RECYCLE OIL & ANTIFREEZE AT TOWN GARAGE		1	251176	76640 2/20/2025	1005.084.8405.000000.54101.00000 Refuse Removal. - Ref. Serv.	\$291.55	
Check #: 0							
PO/InvoiceTotal:						\$291.55	
Vendor Total:						\$291.55	
WHITE WAY LAUNDRY, INC.	T7094						
Check Group:							
UNIFORMS		1	0	395738 2/4/2025	1005.043.4303.000000.56930.00000 Uniforms & Supplies - H.W.	\$57.93	
UNIFORMS		1	0	410085 2/11/2025	1005.043.4303.000000.56930.00000 Uniforms & Supplies - H.W.	\$57.93	
UNIFORMS		1	0	423379 2/18/2025	1005.043.4303.000000.56930.00000 Uniforms & Supplies - H.W.	\$57.93	
CARPETS		1	0	423379 2/18/2025	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$16.18	
UNIFORMS		1	0	437162 2/25/2025	1005.043.4303.000000.56930.00000 Uniforms & Supplies - H.W.	\$57.93	
Check #: 0							
PO/InvoiceTotal:						\$247.90	
Vendor Total:						\$247.90	
WINDHAM MATERIALS, LLC	T40529						
Check Group:							
WINTER SAND		1	251118	223370 2/16/2025	1005.043.4303.000000.56910.00000 Sand & Salt - H.W.	\$1,676.97	
WINTER SAND RESTOCK		1	251118	223495 2/22/2025	1005.043.4303.000000.56910.00000 Sand & Salt - H.W.	\$1,173.29	
Check #: 0							
PO/InvoiceTotal:						\$2,850.26	
Check Group:							

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1329 03/13/2025

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
WINTER SAND		1	251153	223134 2/8/2025	1005.043.4303.000000.56910.00000 Sand & Salt - H.W.	\$259.46

Check #: 0

PO/InvoiceTotal:	\$259.46
Vendor Total:	\$3,109.72
Grand Total:	\$137,636.35

End of Report

Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1330

03/13/2025

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
<b>CARL &amp; MICHELLE DAVIS</b>						
Check Group:						
TAX REFUND - 3 HANOVER FARMS RD		1 0		10001544 3/13/2025	1005.000.0000.000000.22301.00002 Deferred tax revenue - Other	\$754.11
Check #: 0						
PO/InvoiceTotal:						\$754.11
Vendor Total:						\$754.11
<b>JIMMY AVRIL &amp; NATHANAELLE ST-DIC</b>						
Check Group:						
TAX REFUND - 10 CLARK RD		1 0		10000827 3/13/2025	1005.000.0000.000000.22301.00002 Deferred tax revenue - Other	\$368.79
Check #: 0						
PO/InvoiceTotal:						\$368.79
Vendor Total:						\$368.79
<b>KYLE MACDONALD</b>						
Check Group:						
TAX REFUND - 11 TINKER POND RD		1 0		10001827 3/13/2025	1005.000.0000.000000.22301.00002 Deferred tax revenue - Other	\$388.17
Check #: 0						
PO/InvoiceTotal:						\$388.17
Vendor Total:						\$388.17
<b>SEAMUS &amp; NICOLE DOYLE</b>						
Check Group:						
TAX REFUND - 105 SCHOOL RD		1 0		10001003 3/13/2025	1005.000.0000.000000.22301.00002 Deferred tax revenue - Other	\$693.69
Check #: 0						
PO/InvoiceTotal:						\$693.69
Vendor Total:						\$693.69
<b>STACY R HOULBERG</b>						
Check Group:						



Town of Bolton

Voucher Detail Listing

Voucher Batch Number: 1330 03/13/2025

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
TAX REFUND - 9 SUNNINGDALE LN		1	0	10000877 3/13/2025	1005.000.0000.000000.22301.00002 Deferred tax revenue - Other	\$314.83

Check #: 0

PO/InvoiceTotal:	<u>\$314.83</u>
Vendor Total:	<u>\$314.83</u>
Grand Total:	\$2,519.59

End of Report

7a

**TOWN OF BOLTON  
BOARD OF SELECTMEN MEETING  
TUESDAY, FEBRUARY 4, 2025, 6:30 P.M.  
TOWN HALL & ZOOM  
MINUTES**

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

**Board of Selectmen Present Via Zoom:** First Selectman Rodney Fournier

**Board of Selectmen Absent:** Mather Clarke

**Staff Present In-Person:** Town Administrator James Rupert

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

**Others Present In-Person:** Jon Lender

**Others Present Via Zoom:** Jim Loersch, Shepard Livingston

1. **Call to Order:** R. Morra called the meeting to order at 6:30 p.m.

2. **Pledge of Allegiance**

3. **NOVUS Presentation**

R. Morra noted that all of the presenters for this item are out ill.

P. Sawyer MOVED to table the NOVUS Presentation. T. Sadler SECONDED. MOTION CARRIED 6:0:1 (M. Clarke Absent)

4. **Public Comment**

Jon Lender, 23 Colonial Road, asked for an update on the power outage issues on Colonial Road listed as Item No. 10(a) on the Agenda. He referenced an email from J. Rupert that was sent to one of the residents regarding a grant and the work to be done. Mr. Lender noted that someone also mentioned the idea of looping the homes in with the Vernon side. R. Morra offered to move Agenda Item No. 10(a) up for immediate discussion.

P. Sawyer MOVED to move Item No. 10(a) to Item No. 4(a) on the Agenda. A. Gordon SECONDED. MOTION CARRIED 6:0:1.

a. **Update on Colonial Road**

J. Rupert stated that communication with Eversource remains difficult. He explained that he is attempting to coordinate a meeting between Eversource and the residents but has not received a response yet. J. Rupert reported that Eversource has agreed to generate a project and have marked approximately 15 trees with yellow ribbons that will be removed. He added that Eversource did not originally have funding available, but it is now in place. The Eversource arborist is working with the Town arborist to discuss the project, and is working on obtaining permission from property owners and the owner of Colonial Road to remove the trees. Mr. Lender stated that Carolyn Jones owns Colonial Road and thanked J. Rupert and the BOS for their assistance. J. Rupert noted that he will share any future updates with the residents.

5. **Information Forum on ARPA Funding**

The BOS reviewed a handout detailing the following ARPA-funded projects:

- Notch Road Demolition and Reconstruction Project

- Removal of concrete and infill of manure pit at Heritage Farm
- Reclaim and repave 3 outdoor basketball courts at Memorial Park, Herrick Park, and Indian Notch Park
- Purchase a new UTV for Bolton Volunteer Fire Department and repurpose existing for use by the Building and Ground Department
- Replace Generator at Bolton Town Center School which covers the water system for all of the Town buildings on Notch Road
- Replace Generator at Town Hall
- Demolition of Greenhouse at Bolton Center School
- Testing hazardous materials, bid document preparation and project oversight

J. Rupert noted that the projects total \$1,445,431.00 and exceed the Town's allocation by \$9.00. A. Gordon stated that the Notch Road project now exceeds \$1 million and suggested a new motion on the projects due to the change in the total.

A. Gordon MOVED to APPROVE the ARPA projects in the amounts outlined on the information sheet as listed. P. Sawyer SECONDED. MOTION CARRIED 6:0:1.

#### **6. Appointment: Kimberly Fotana: Conservation Commission**

P. Sawyer MOVED to APPROVE the appointment of Kimberly Fotana to the Conservation Commission. A. Gordon SECONDED. MOTION CARRIED 6:0:1.

#### **7. Correspondence**

##### **a. D. Griffin – Resignation**

R. Morra reported that Dennis Griffin is retiring after 21 years with the Town and acknowledge his contributions to the Town.

P. Sawyer MOVED to accept the Resignation of D. Griffin with gratitude and best wishes on his future endeavors. A. Gordon SECONDED. MOTION CARRIED 6:0:1.

##### **b. K. Walsh – Resignation from Veteran's Commission**

R. Morra reported that Kathy Walsh is resigning from the Veteran's Commission. P. Sawyer acknowledged K. Walsh's contributions to the Veteran's Commission, Memorial Day parades, and service to the Town.

P. Sawyer MOVED to accept the Resignation of K. Walsh with gratitude for her service as First Chairman of the Veteran's Commission. R. Morra SECONDED. MOTION CARRIED 6:0:1.

##### **c. Intern Tim White Project Update**

The Board reviewed an Intern Project Update submitted by Tim White highlighting various projects he has been working on for the Town. R. Morra stated that the report was very interesting and informative and shows how effective internships can be. J. Rupert agreed and praised his contributions. A. Gordon asked for a copy of the budget analysis mentioned in the report. J. Rupert will provide the analysis to the Board.

##### **d. CT DEEP Letter**

J. Rupert commended DEEP for their quick response to the letter he wrote on behalf of the BOS. He added that Rod Parlee complimented the letter and noted that Legislative Aide Matt Gilligan from Senator Rahman's office has offered to set up a meeting between DEEP and the Town. R. Morra asked if DEEP is reconsidering the parking lot expansion at Bolton Notch State Park. J. Rupert replied that they have acknowledged the safety issues and will obtain more information when they meet.

G. Marrion suggested conducting a site visit with DEEP to show them the safety issues associated with accessing the parking area. J. Rupert agreed and stated that he would like to include other stakeholders including Conservation Commission members. A. Gordon noted that it was interesting there was no mention of expanding the parking lot in the response letter. R. Morra agreed.

#### **e. Generative AI Policies in Government**

R. Morra stated that the handout on Generative AI Policies in Government is for information only and asked the Board for their thoughts. A. Gordon asked if the Town is using AI at all. J. Rupert replied that the Town is not using AI and added that the BOS would need to adopt a policy if they want to implement or prohibit its use. A. Gordon suggested placing a temporary moratorium until a policy is in place due to liability and breach concerns. R. Fournier noted that NOVUS has recommended the Town hold off on using AI for now.

P. Sawyer MOVED to add Item 7(e) to the next meeting agenda for the Board of Selectmen to act on an AI policy for the Town of Bolton. A. Gordon SECONDED. MOTION CARRIED 6:0:1.

A. Gordon MOVED to implement a temporary policy which shall be a moratorium on the use of AI at any time on Town equipment or the Town network until the Board of Selectmen can establish permanent policies on the use of AI. P. Sawyer SECONDED. MOTION CARRIED 6:0:1.

### **8. Approval of Minutes**

#### **a. December 23, 2024 – Special Meeting**

P. Sawyer MOVED to adopt the December 23, 2024 Special Meeting Minutes. A. Gordon SECONDED. MOTION CARRIED 6:0:1.

#### **b. January 7, 2025 – Regular Meeting**

G. Marrion requested, on behalf of Rod Parlee, that the title of Item No. 3(a) be changed as follows:

- “R. Parlee – Opposition to Expansion of Parking Lot at Bolton Notch State Park **on behalf of the Conservation Commission and as referenced in a letter submitted and received December 16, 2024.**”

P. Sawyer MOVED to adopt the January 7, 2025 Regular Meeting Minutes as modified. A. Gordon SECONDED. MOTION CARRIED 6:0:1.

#### **c. January 14, 2025 – Special A/P Meeting**

P. Sawyer MOVED to adopt the January 14, 2025 Special A/P Meeting Minutes. A. Gordon SECONDED. MOTION CARRIED 6:0:1.

#### **d. January 28, 2025 – Special A/P Meeting**

P. Sawyer MOVED to adopt the January 14, 2025 Special A/P Meeting Minutes. A. Gordon SECONDED. MOTION CARRIED 6:0:1.

### **9. Reports and Updates**

#### **a. Budget and Tax Update**

J. Rupert stated that there are no updates, but he is monitoring the item on a regular basis.

**b. Consider and Act on Approving Budget Transfer**

P. Sawyer MOVED to APPROVE the budget transfer of \$293.00 from Seniors to Public Health. T. Sadler SECONDED. MOTION CARRIED 6:0:1.

**10. Ongoing Business**

**a. Update on Colonial Road:**

This item was moved to Item No. 4(a).

**b. Discussion and Possible Action on Heritage Farm Trail Grant:**

J. Rupert stated that a preliminary plan was put together and a meeting was held with the Capital Region Council of Governments (CRCOG), who is acting on DOT's behalf as grant administrator. He noted that the plan to extend the trail from the farm to the high school is not viable as the cost of the additional work would amount to \$2 million. J. Rupert explained that the Town had applied for and received a grant of approximately \$1.5 million and increasing the amount would require a 20% match from the Town. He suggested stopping the trail at the bottom of Bolton Center Road near the second entrance to the farm and noted that would bring the cost down to approximately \$1 million and reduce the Town's match.

T. Sadler asked for further details on the proposed trail route. J. Rupert explained that it would start on Bolton Center Road between the Trooper's Office and Town Hall, go across the field and over to the barn, traverse the parking area, and resume down the hill along the driveway and end at Bolton Center Road.

T. Sadler asked if there are any plans on relocating the parking lot at the farm and whether the changes would impact the trail. J. Rupert replied that the Bolton Heritage Farm Commission has consulted with architects on a master plan that includes improving the parking area and added that the trail has been designed in conjunction with the master plan so there would be no impact. He added that he recently met the administrators of the grant for the 300<sup>th</sup> Celebration the Town applied for and learned that approximately \$10,000.00 of the funds are still available. He is checking to see if they would allow the Town to use the funds toward the parking area improvements in the master plan.

P. Sawyer MOVED to modify the original plan to end the trail at the lower part of Bolton Center Road. A. Gordon SECONDED.

G. Marrion asked if the additional funds could be used for other items related to the trail such as interpretive signage and boardwalk railing. J. Rupert replied that railings will be needed to comply with ADA requirements. He added that cable railing is being considered to maintain a minimal look. G. Marrion asked if the suggestion to include a brick walkway between the Trooper's office and the field is included in the cost. J. Rupert replied that he believes it was but is not sure if it will be accepted. T. Sadler asked if extending the trail to the middle school is an option for using the funds. J. Rupert stated that it is supposed to be included in the next phase of the Community Connectivity grant but the application has not been submitted yet. He will ask if the additional funds could be used to extend the trail.

A. Gordon asked if a public meeting needs to be held on the amended plan. J. Rupert replied that a public meeting will be held in the Spring. G. Marrion asked if the Bolton Heritage Farm Commission has been informed of the trail changes. R. Morra replied that the trail concept has not changed other than where the trail stops. J. Rupert will be meeting with Arlene Fiano on February 10<sup>th</sup> and will inform her of the changes.

MOTION CARRIED 6:0:1.

## 11. New Business

### a. Consider and Act on Proclamation for D. Griffin:

P. Sawyer MOVED to sign the Proclamation as presented for D. Griffin. T. Sadler SECONDED. MOTION CARRIED 6:0:1.

### b. Consider and Possibly Act on Memorial Day Parade

P. Sawyer stated that Kathy Walsh of the Veteran's Commission usually organizes the Memorial Day parades; however, with her resignation, the Board will need to find a replacement to coordinate the event. She added that she has an individual in mind but is not sure if they would be interested and asked the Board for additional recommendations. She asked that the topic be discussed at the next meeting. The board discussed ideas on who should be involved in coordinating and overseeing the parades.

### c. Board/Commission Vacancy Listing to go out with July Tax Bills

P. Sawyer reported that the chair position of the Ethics Commission is vacant and needs to be filled as the Commission is required by state law. She added that there are additional committee vacancies and suggested advertising the positions on tax bills to provide the public with opportunities to serve the Town. J. Rupert noted that it would cost \$200.00 to add the item to the tax bills. The BOS agreed to add the item to the bills.

### d. Discussion/Formation of Ad-Hoc Committee for Finalizing HP Plans

R. Morra suggested forming an ad hoc committee to come up with a set of plans for the field at Heritage Park. T. Sadler volunteered to chair and form the committee. A. Gordon stated that members will need to be bi-partisan or unaffiliated. J. Rupert agreed and asked T. Sadler to bring the member recommendations to the Board for approval as soon as possible and he will add the item to one of the upcoming meetings. T. Sadler will work on securing members for the committee this week.

### e. Discussion/Formation of Ad-Hoc Committee for U.S. 250<sup>th</sup> (Semi Quincentennial) Celebration

J. Rupert asked the Board to think about individuals who may be interested in serving on the committee for the 250<sup>th</sup> Celebration. He added that Arlene Fiano is interested in serving on the committee but is not interested in chairing. G. Marrion suggested adding the opportunity to the tax bill; however, P. Sawyer noted that the committee needs to be formed as soon as possible. J. Rupert stated that the ad hoc committee will work in collaboration with the State's committee to coordinate the celebration.

## 8. Town Administrators Report

J. Rupert provided the following report and asked if the Board has any questions.

- The Selectman's Office has provided support to all department during the budget preparation process.
- We have received the bids for the Facilities study.
- Asbestos abatement has begun in rooms A and B. That area should be completed in the next day or so.
- All out of state board clerks have been moved to 1099 status to avoid taxation issues. This was competed with guidance from the auditor.
- Stony Road parking area is complete at this time unless other enhancements are needed in the spring.
- We have helped to organized and support the February 2 Road Race on Brandy Street.
- We met with ADP three times to learn about what is available to assist with payroll.

- We have coordinated moving a gas line at 104 Notch Road for the demolition project.
- The Transportation Rural Improvement Program grant application was submitted.
- We are well underway with the STEAP Grant application for renovation of rooms A and B at 104 Notch Road. We held a stakeholder meeting that included Registrars of Voters, Senior Center and Recreation staff that included our design staff from Friar and Associates.
- The wiring was completed for the POOL Grant and most of the other items we were approved for were ordered.
- The Connectivity Trail work is complete. We will be looking at how much funding is left to install rapid flashing beacons at the trail crossing on Steeles Crossing.
- We held our Virtual Chief Information officer meeting with Novus to discuss what we accomplished, what our recommended priorities are and contract costs for next year.
- We are interviewing candidates for the vacant position in Buildings and Grounds.
- We have started to work on data collection and discussions regarding Union contracts.
- Covid and other respiratory illnesses have had a significant impact on staffing.
- We are training on emergency management platforms including WEB EOC (web-based emergency reporting).
- We are communicating with Tyler regarding training for our accounting system.

A. Gordon asked what the POOL grant is for. J. Rupert explained that it is for emergency management upgrades including securing wires for safety, replacing a television that is used during emergencies, and other items that are in the works.

R. Morra asked for an update on the Notch Road Municipal Center. J. Rupert reported that dumpsters have been added for asbestos along with separate dumpsters for non-hazardous materials. He stated that Rooms A and B and the hallway have been completed, and the other sections are now being worked on. J. Rupert noted that all of the utilities must be removed. He reported that the gas line will be moved on February 11<sup>th</sup>, the water has been disconnected, the septic has been severed and capped, and they are waiting on Frontier to remove a dead phone line. J. Rupert added that the project is going very well so far.

P. Sawyer suggested commemorating the initial demolition of the building with a public event. R. Morra agreed and recommended that the Board members take the first steps of demolishing the building with sledgehammers. J. Rupert stated that both ideas are currently in the works. G. Marrison added that the building sign should be retained and turned into a commemorative bench.

A. Gordon asked about the communications with Tyler regarding training listed on the report. J. Rupert replied that he has received a quote from Tyler for approximately \$1500.00 to train staff on the accounting system. G. Marrison asked if updates on the progress of the demolition project could be added to the Town Bulletin. J. Rupert appreciated the idea and will include the updates in the bulletin.

## 9. Adjournment

P. Sawyer MOVED to Adjourn the Meeting at 7:44 p.m. A. Gordon 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.*

**TOWN OF BOLTON  
BOARD OF SELECTMEN  
SPECIAL MEETING - A/P  
TUESDAY, FEBRUARY 11, 2025, 6:00 P.M.  
TOWN HALL & ZOOM  
MINUTES**

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

**Board of Selectman Absent:** First Selectman Rodney Fournier

**Staff Present In-Person:** Town Administrator James Rupert

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

**Others Present Via Zoom:** Jim Loersch, Amanda Balboni

**1. Call to Order:** R. Morra 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 Budget Report in the amount of \$202,379.96. P. Sawyer  
SECONDED.

A Gordon asked why the Town is incurring late fees from Lowe's. J. Rupert explained that the budget approval process takes approximately 27 days, and it is not unusual for a bill to be paid late depending on when the bill came in and when it was approved for payment.

G. Marrion asked if the entire Lori Road Drainage Improvements project is being paid from the Town Aid Road Expenditures account. J. Rupert replied that it is. G. Marrion asked if the Town Hall parking lot is going to be repaved and paid from the same fund. J. Rupert stated that it is coming out of the fund in a roundabout way. He explained that since it is not a qualified expense under Town Aid Road Expenditures, the money will come from the Highways Department but will be augmented by money from the Town Aid fund.

G. Marrion asked about the reimbursement on Page 23 for materials to build a wall in a portable building. J. Rupert explained that air quality tests are being conducted in the Town Hall annex building where financial records are currently being stored to determine if there are asbestos particles or other hazardous materials in the air. The wall was built to provide a clean space for the crew conducting the testing to work in and to provide a secure space for the financial records. G. Marrion asked if the wall will remain after the testing is complete. J. Rupert replied that it will likely be kept to store voting machines until a more appropriate storage space can be secured.

MOTION CARRIED 6:0:1 (R. Fournier absent)

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



The budget transfers were informational only and did not require any action.

**4. Adjournment**

A. Gordon MOVED to ADJOURN the meeting at 6:06 p.m. P. Sawyer 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.*

7c.

**TOWN OF BOLTON  
BOARD OF SELECTMEN  
SPECIAL MEETING - A/P AND BUDGET DELIBERATIONS (IF NEEDED)  
TUESDAY, FEBRUARY 25, 2025, 6:00 P.M.  
TOWN HALL & ZOOM  
MINUTES**

**Board of Selectmen Present In-Person:** First Selectman Rodney Fournier, Deputy First Selectman Robert Morra (6:05 p.m.), Gwen Marrion, Mather Clarke, Pamela Sawyer, Tim Sadler

**Board of Selectman Absent:** Amanda Gordon

**Staff Present In-Person:** Town Administrator James Rupert, Chief Financial Officer Jill Collins, Timothy White, Finance Committee Chair and Assistant Registrar Ross Lally, Registrar Sandra Pierog, Deputy Registrar Mary Terhune, Registrar Bernice Dixon

**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 6:02 p.m.

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

P. Sawyer MOVED to APPROVE the A/P Report as presented. M. Clarke SECONDED.

It was noted that there were two separate A/P reports in the packet, and a total amount was requested for the Motion. J. Collins explained that the second report is for the property tax refunds.

P. Sawyer AMENDED the motion to approve the A/P Report as presented in the amount of \$249,039.00. M. Clarke SECONDED.

Discussion: G. Marrion asked about the charges for Friar Architecture, Inc. and the Lori Road Drainage charge from Nathan L. Jacobson & Associates, Inc. J. Rupert confirmed that the charge from Friar is for the redesign of Rooms A and B and that the Lori Road Drainage project is not yet complete. He added that the drawing and budget are completed for the rooms, and the grant was submitted on time.

MOTION CARRIED 5:0:2 (A. Gordon and R. Morra Absent)

P. Sawyer MOVED to APPROVE the Property Tax Refund A/P Report as presented in the amount of \$4,553.41. R. Fournier SECONDED.

MOTION CARRIED 6:0:1 (A. Gordon Absent)

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

There were no budget transfers for consideration.

**4. Consider and Act on Ad-Hoc Committee for Herrick Park Fields**

P. Sawyer MOVED to APPROVE the Ad-Hoc Committee Member List for Herrick Park Fields. R. Morra SECONDED. MOTION CARRIED 6:0:1.

## 5. Budget Deliberations

Chief Financial Officer Jill Collins and Timothy White were present to assist and answer any questions on the budget. G. Marrison asked for information on the Registrar salaries. T. White provided a table outlining the results of a wage comparison analysis he conducted with six towns on Registrar salaries and noted that the Bolton Registrar of Voters receive 3.54% below the average of the other towns, except Hebron and Willington as they pay stipends. T. White noted that approving the proposed increases would put the Registrars on par with the other towns as follows:

- Registrars \$25.00/Average \$24.13
- Deputy Registrars \$22.00/Average \$20.46
- Assistant Registrar \$18.00/Average \$16.73
- Data Entry Clerk \$18.00/Average \$17.33
- Moderator \$19.00/Average \$20.11
- Election workers \$17.00/Average \$17.06

The BOS agreed to the proposed increases. Assistant Registrar Ross Lally stated that the Registrar of Voters also did a wage comparison and came up with similar results. T. Sadler asked if the Registrars are satisfied with the proposed increases. Registrar Sandra Pierog stated that she cannot comment as she has not seen T. White's report and shared concerns about the Board taking action without input from the department. R. Fournier replied that it appears to match the Registrar's results and noted that the Board will need to find funding for the increases. G. Marrison reminded the BOS that the Registrar budget was reduced by \$17,000.00 since a primary election is not expected. R. Morra added that \$1,000.00 for advertising was reduced to \$500.00 and transferred to the Town Clerk budget.

## 6. Consider and Act on Department Budgets and Any Others if needed

**Capital Improvement Plan:** J. Rupert stated that he consulted with John Butrymovich on adjustments to the Capital Improvement Plan. The Board agreed to the proposed changes and made additional adjustments as follows:

- Defer the van replacement to 2026-2027 and keep the pickup truck replacement
- Defer the Bolton Heritage Farm Projects since no project specifics are in place yet
- Add the farm pavilion project (Est. \$130,000.00), Indian Notch Park play structure (Est. \$65,000.00), and salt shed (est. \$450,000.00) to the plan to strengthen grant opportunities
- Rename the Heritage Farm account from Code Compliance to BHF Building Restoration and remove the \$50,000.00 allocation in the account as \$47,000.00 is available from prior year funds
- Defer exterior painting of the Town Hall and keep the Town Hall door repairs
- Defer the Kubota attachment purchase

The total for Capital Improvement projects was updated to \$1,083,016.00 as a result of the changes.

**Board of Education:** The BOS discussed the energy management system upgrade allocation of \$407,000.00 and potential reimbursement of up to 50% of the costs from the State Board of Education.

**Taxes:** The members discussed automobile taxes, tax revenue, and tax exemptions for veterans.

**Administration Budget:** The budget is lower than last year with the exception of salary placeholder.

**Finance Department:** The BOS discussed the costs and benefits of outsourcing payroll through ADP and agreed to allocate \$28,000.00 for ADP payroll services under the Administration Budget.

**Tax Collector:** The BOS discussed Tax Collector Lori Bushnell's request for a 7.2% salary increase which includes a longevity payment. J. Rupert outlined her loyalty, lengthy service with the Town, excellent performance, and lower pay than other supervisors. He added that she was instrumental in resolving the tax issue last year and suffered damage to her reputation, although the matter was not her fault. J. Rupert recommended a 5% increase plus a bonus of \$1,000.00 for her work on the tax issue. He added that similar bonuses would be appropriate for the other staff members who assisted with the issue. The BOS tabled the item for later discussion.

**Personnel Services:** Payroll taxes decreased from \$232,000.00 to \$230,700.00 as a result of removing \$17,000.00 in wages from the Registrar budget. Actual figures for health insurance will be provided in March after renewal.

**Town Clerk:** Software costs were reduced due to the elimination of a module that was not being used.

**Building and Land Use:** Payroll was increased to \$310,000.00 as a result of hiring an additional inspector to provide inspections to the Town of Marlborough through a grant administered by CRCOG. Revenue from the arrangement will zero out payroll costs except for contractors.

**Insurance:** The budget has increased due to rising costs of cyber liability insurance, and the actual figures will be updated in July during renewal.

**Fire Commission:** The BOS agreed to reduce the OSHA allocation by \$7,000.00 and updated the total budget to \$296,089.00.

**Highways:** Payroll will be reduced upon hiring a replacement for Dennis and was reduced with the hiring of a new supervisor at a lower rate.

**Town Building:** The budget has increased as a result of higher electricity and communication costs.

**Public Health:** The budget has increased to \$29,730.00.

**Senior and Social Services:** Payroll increased significantly and vans are expected to be replaced this year.

**Library:** The salary was increased from \$248,735.00 to \$256,315.00 to ensure adequate funding. The BOS agreed to move funds from library costs to cover the increased cost of contracts.

**Recreation:** The BOS agreed that there is enough funding in the Recreation Round Fund to support the budget and agreed to withhold additional funding for the department. The BOS discussed Stephanie Crane's salary and performance and agreed to an increase of \$3,000.00 beginning July 1, 2025.

**Redemption of Bonds:** The BOS discussed the bond for the fire truck and will bond for the fire truck balance and school roof together due to the expensive bonding process.

**Tax Collector Continued Discussion:** The BOS continued the discussion on L. Bushnell's request for a salary increase. G. Marrion disagreed with the previous proposal of a smaller increase and a bonus and recommended approving the requested 7.2% increase. J. Rupert recommended the BOS also consider an increase for the Librarian who has been with the Town for 37 years to be fair. He added that she has not received an increase despite her requests because her salary is above average. The BOS agreed to a 5.5% increase for the Tax Collector.

P. Sawyer MOVED to APPROVE a 5.5% salary increase for Tax Collector Lori Bushnell. R. Morra SECONDED. MOTION CARRIED 6:0:1.

J. Rupert recommended bonuses for the additional employees who worked through the tax issue. He will work with J. Collins to find funding for bonuses and provide a recommendation to the Board.

**Separation Fund:** \$50,000.00 is kept in the fund to cover retirement costs including PTO payouts, etc.

All other budgets remained flat and unchanged. J. Rupert and the Board commended the departments for their efforts in providing reasonable budget requests. J. Rupert will provide the updated budget totals to the Board.

## **7. Adjourn**

R. Morra MOVED to ADJOURN the meeting at 8:18 p.m. P. Sawyer 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.*