

Wa

TOWN OF BOLTON
BOARD/COMMISSION
INTEREST FORM

Thank you for your interest in serving on a board or commission in our community. Volunteers play a major role in our Town government. The Board of Selectmen or subcommittee will review the information provided and may ask to meet with you to consider appointment.

Name: THEODORA (TED) LLOYD
Address: 25 CARRILL HILL
Telephone Number: 860-512-0251 Cell Number: 703-598-4619 (BEST)
Email Address: SKILLORY3@GMAIL.COM
Political Affiliation: None

I am interested in serving on the (name of board/commission) BOARD OF ETHICS
as a full member _____ and/or alternate _____.

Please provide a brief statement as to why you are interested in serving on this board/commission.

I would like to become more involved in the town and
WANT THIS VACANCY AS UNAFFILIATED PARTY, AM UNABLE
TO GET ON THE BALLOT SO THIS IS PLAN 'B'

Please share any pertinent information on your background, education and experience as it relates to the board/commission position.

BS in PARALEL SCIENCE WHICH INCLUDED COURSEWORK IN LEGAL ETHICS,
CURRENTLY A MEMBER OF NAEA, BOUND TO A CODE OF ETHICS SO
FAMILIAR W/ ETHICAL CONSIDERATIONS.

Please add any additional information or comments.

Signed: [Signature] Date: 4-AUG-2025

If you have any questions, please contact the Selectman's Office.

Please complete this form and return to:

Selectman's Office
222 Bolton Center Road
Bolton, CT 06043
hr@boltonct.org
(860) 649-8066 x 6111

From: Welch, Kim <kwelch@boltonct.gov>
Sent: Wednesday, July 23, 2025 6:00 PM
To: Kamara, Suellen <skamara@boltonct.gov>
Subject: Re: Lake Commissioner Reappointment

41b

Thank you for contacting me regarding this appointment. I am interested in retiring from this position. Please contact me by phone to discuss this transition. My cell is 860-305-5598.

Regards

Kim

From: Kamara, Suellen <skamara@boltonct.gov>
Sent: Wednesday, July 16, 2025 11:41:35 AM
To: Welch, Kim <kwelch@boltonct.gov>
Subject: Lake Commissioner Reappointment

Dear Kim,

Our records indicate that your term as a Lake Commissioner has expired on July 1, 2025.

If you would like to be considered by the Board of Selectmen for reappointment, please complete the attached form and return it to the Selectmen's Office by Monday, July 21, 2025.

Thank you in advance for your assistance.

Sincerely,

Suellen Kamara

Town of Bolton
Administrative Assistant
222 Bolton Center Road
Bolton, CT 06043
(860)-649-8066 x6112
skamara@boltonct.gov

Kim
Welch



5a
LEE D. HOFFMAN
90 State House Square
Hartford, CT 06103-3702
p (860) 424-4315
f (860) 424-4370
lhoffman@pullcom.com
www.pullcom.com

August 15, 2025

**Via Certified Mail/
Return Receipt Requested**

Rodney Fournier, First Selectman
222 Bolton Center Road
Bolton, CT 06043

Re: Development of Solar Project to be located at 81 and 93 Lake Street, Manchester, Connecticut

Dear First Selectman Fournier:

Please be advised that this office represents Greenskies Clean Energy LLC, a developer of renewable energy facilities. Greenskies Clean Energy intends to develop a 1.20 MW AC ground-mounted solar photovoltaic facility ("facility") to be located at 81 and 93 Lake Street in Manchester, Connecticut ("the Property"). The Property is located in the eastern portion of Manchester, north / northeast of the intersection of Lake Street and Middle Turnpike (Route 44), and east of Eastland Drive. The area of the facility will encompass approximately 6.3 acres of the approximately 30 acre property.

This letter is to advise you that Greenskies Clean Energy will be filing a petition for declaratory ruling with the Connecticut Siting Council on or after August 20, 2025 to seek to develop its solar project at the Property. You are receiving this notice from Greenskies Clean Energy in accordance with the Siting Council's regulations, as a government official.

Copies of the petition will be available at the Connecticut Siting Council, 10 Franklin Square; New Britain, CT 06051 or at the Town Hall for the Town of Manchester. In addition, an electronic copy of the petition will be available on the Siting Council's website at www.ct.gov/csc. Should you have any further questions or concerns regarding this matter, please contact me at 860-424-4315 or the Connecticut Siting Council.

Sincerely,

Lee D. Hoffman



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**Connecticut Interlocal
Risk Management
Agency**

545 Long Wharf Drive, 8th Floor
New Haven, CT 06511-5950
Telephone: 203-946-3700
CIRMA.org

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Carl P. Fortuna, Jr.

Chairman
First Selectman, Old Saybrook

Elinor Carbone

Vice Chairman
Mayor, Torrington

Jason E. Bowsza

First Selectman, East Windsor

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Regional Town Manager,
Northeastern Connecticut Council
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First Selectman, Guilford

Matthew Knickerbocker

Town Administrator, Wilton

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Chief Administrative Officer, Seymour

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City Manager, Norwich

Gerard Smith

First Selectman, Beacon Falls

Lori Spielman

First Selectman, Ellington

Mark Walter

Town Administrator, Columbia

David Demchak, ARM

President & Chief Executive Officer

Mr. James Rupert
Chief Administrative Officer
Town of Bolton
222 Bolton Center Road
Bolton, CT 06043

Re: Congratulations on Your CIRMA Members' Equity Distribution

Dear Mr. Rupert:

Thanks to the unwavering dedication of our employees, members, board and committee volunteers, and business partners, CIRMA is stronger than ever. The continued success of the Members' Equity Distribution program is a clear reflection of our financial strength and our deliberate, disciplined approach to delivering long-term value. It also reaffirms CIRMA's enduring commitment to prioritizing the well-being of Connecticut's local communities, emphasizing purpose, partnership, and shared prosperity.

Over the past year, we further distinguished our competitive advantages, disproving the assumption that one insurer is as good or as dedicated as another. It remains true that CIRMA is the only provider that returns equity to its members, not shareholders.

As a testament to our commitment to you, we are pleased to present your Members' Equity Distribution check for \$12,680.

Together, we continue to represent resiliency, dedication, service, and empathy. And when you combine the power of our shared community, aligned mission and values, and mutual goals, the results are limitless. We look forward to perpetuating and expanding our shared successes while capitalizing on every opportunity to exceed your expectations over the next year.

Thank you for your valued partnership and for choosing CIRMA. If you have any questions regarding this distribution, don't hesitate to get in touch with your CIRMA Underwriter at 203-946-3700.

Yours in community,

David Demchak, ARM
CIRMA President and CEO

Carl P. Fortuna, Jr.
Chairman, CIRMA Board of Directors
First Selectman, Old Saybrook

ATTACHMENT 1 (Inland/Wetlands)

Appendix A: Fee Schedules

Schedule 1: New Applications for Regulated Activities

These are the fees the Agency charges for proposed new regulated activities, renewals (with no changes) of permits that are about to expire, and for modifications to existing permits. These fees include the cost of legal notices where applicable.

Notes:

1. The state of Connecticut requires that a \$60.00 fee be charged for all permit applications.
2. The Agency may charge additional fees based on the specifics of the activity (Schedules 2 and 3).

	New Applications	Modifications	Renewals
Pre-Application Advice	\$0.00	\$0.00	\$0.00
Jurisdictional Ruling	\$0.00	\$0.00	N/A
Improvements • Residential (addition, shed, pool, etc.) • Commercial/Industrial/Mixed Use	Base Fee: \$120.00 State Application Fee: \$60.00	Base Fee: \$95.00 State Application Fee: \$60.00	\$75.00
Residence (Single Family/Duplex)	Base Fee: \$220.00 State Application Fee: \$60.00	Base Fee: \$145.00 State Application Fee: \$60.00	\$75.00
Residential Subdivision	Base Fee: \$270.00 Per Lot Fee: \$80.00 State Application Fee: \$60.00	Base Fee: \$170.00 Per Lot Fee: \$40.00 State Application Fee: \$60.00	\$75.00
Residential Multiunit (Apartments/Condominiums with 3 or more units)	Base Fee: \$370.00 State Application Fee: \$60.00	Base Fee: \$220.00 State Application Fee: \$60.00	\$75.00
Commercial/Industrial/Mixed Use	Base Fee: \$370.00 State Application Fee: \$60.00	Base Fee: \$220.00 State Application Fee: \$60.00	\$75.00
Town of Bolton	Base Fee: \$0.00 State Application Fee: \$60.00	Base Fee: \$0.00 State Application Fee: \$60.00	\$75.00
Non-Profit Organization 501(c)(3)	Base Fee: \$0.00 State Application Fee: \$60.00	Base Fee: \$0.00 State Application Fee: \$60.00	\$0.00

Schedule 2: Other Fees for Regulated Activities

The Agency may charge these additional fees for reviewing new applications and permit modifications. These fees are based on the specifics of the application and are determined by the commission upon review of the application or permit extension.

Significant Impact	Varies by application. Includes public hearing, expert review, and other fees.
Public Hearing (Assumes no more than two (2) public hearings. Additional public hearings shall require an additional fee of \$150.)	\$150.00
Complex Application	Varies by application. Includes expert review and other fees.
Consultant Fees	Technical (engineer or scientific): \$150.00/hour Legal: \$250.00/hour Other: As Determined
Amendment of Inland Wetlands Regulations	\$400.00
Amendment of Wetlands Map	\$250.00
Copy of <i>Inland Wetland and Watercourses Regulations of the Town of Bolton</i>	\$10.00

Schedule 3: Compliance Fees

The Agency may charge these fees for enforcement activities related to violations of the *Inland Wetlands and Watercourses Regulations of the Town Of Bolton*.

Notice of Violation	\$0.00
Cease and Correct Order	\$200.00
Cease and Desist Order	\$200.00
Compliance Inspection	\$200.00
Consultant Fees	Technical (engineer or scientific): \$150.00/hour Legal: \$250.00/hour Other: As Determined
After-the-fact Application Penalty	\$50.00

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	New Applications	Modifications	Renewals
Pre-Application Advice	\$0.00	\$0.00	\$0.00
Jurisdictional Ruling	\$0.00	\$0.00	N/A
Minimal Impact Permit*	Base Fee: \$40.00 State Application Fee: \$60.00	Base Fee: \$20.00 State Application Fee: \$60.00	\$75.00
Improvements (Residential/Commercial/ Industrial/Mixed Use)	Base Fee: \$140.00 State Application Fee: \$60.00	Base Fee: \$90.00 State Application Fee: \$60.00	\$75.00
Residence (Single Family/Duplex)	Base Fee: \$240.00 State Application Fee: \$60.00	Base Fee: \$140.00 State Application Fee: \$60.00	\$75.00
Residential Subdivision	Base Fee: \$240.00 State Application Fee: \$60.00 Additional \$50.00 fee per lot if exceeding 2 total lots	Base Fee: \$140.00 State Application Fee: \$60.00	\$75.00
Residential Multiunit (Apartments/Condo- miniums with 3+ units)	Base Fee: \$390.00 State Application Fee: \$60.00	Base Fee: \$290.00 State Application Fee: \$60.00	\$75.00
Commercial/Industrial/ Mixed Use	Base Fee: \$390.00 State Application Fee: \$60.00	Base Fee: \$290.00 State Application Fee: \$60.00	\$75.00
Town of Bolton	Base Fee: \$0.00 State Application Fee: \$60.00	Base Fee: \$0.00 State Application Fee: \$60.00	\$75.00
Non-Profit Organization 501(c)(3)	Base Fee: \$0.00 State Application Fee: \$60.00	Base Fee: \$0.00 State Application Fee: \$60.00	\$0.00

*To be eligible to apply for a Minimal Impact Permit, the applicant must first receive express permission from the Inland Wetlands Agent. Issuance of a Minimal Impact Permit is to be determined by the Agent and is subject to site conditions.

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Cease and Desist Order	\$250.00
Compliance Inspection	\$200.00
Consultant Fees	Technical (engineer or scientific): \$150.00/hour Legal: \$300.00/hour Other: As Determined
After-the-fact Application Penalty (added to application cost)	\$50.00

TO: James Rupert, Town Administrator
FROM: Patrice Carson, Consulting Director of Community Development
SUBJECT: *Land Use Activity: January-June, 2025*

Subdivision Regulation Review for Codification: Received comments back from General Code. Reviewed with PZC to incorporate General Code changes. Public Hearing held, codification passed and adopted. New Subdivision Regulations sent to/filed with/posted with appropriate parties.

Zoning Regulations Review: Working with PZC to try and streamline Zoning Regulations for users who want to do business in Bolton. Identifying obstacles and issues that have presented during practice and review – ongoing.

Hop River Trail Connection: Worked with 271 Hop River Road gas station, town Wetlands Agent, and State to get trail connection from the new gas station to the Hop River Trail. Trail is complete and connected. Waiting for signage to be posted.

Connecticut's Countryside Project: Continuing to work with/assist town Businesses with getting on the website and using it for free “advertising” for their businesses and events. Working on putting together a Fall Summit for Businesses on AI and how to use it in business – ongoing.

Bolton Grown: Revising Bolton Grown pamphlet for active farms in Bolton – ongoing.

Housing Site Analysis Solicitation for CRCOG Regional Housing Strategy: Compiled information for two sites in Bolton and submitted applications to be considered as a representation of areas for housing with little to no utilities. This is a competitive process which will be awarded during the summer – ongoing.

Meetings or Calls about Property:

271 Hop River Road – Adding Dunkin Donuts – approved

1 Notch Road – change of owner

7 Loomis Road – change of Regulation regarding age requirements for tenants – approved

166 Turnpike Road – 7 new modular home replacements – approved

310 Hop River Road – questions about outdoor lot sales

17/15 Shady Lane – possible subdivision

1225 Boston Turnpike – possible development

Cider Mill Property – met with owner regarding possible development; applied for State Site Selector advertisement

366 Boston Turnpike (Drive-In property) – possible development

60 South Road – met with appraiser

Clark Road – possible lot line reconfiguration

Met with an individual interested in possible cluster housing development

Other:

Collected Data and Submitted for Town Profiles and Data Report as requested.

Compiled Aquifer Protection list and submitted to the state.

Interviewed possible UConn Interns

Applied for the Diana Donald Scholarship for intern but was not awarded.

Lot Line Reconfigurations:

Clark Road

Central Regional Tourism District Annual Board Meeting: Attended the Annual Meeting and presented a brief explanation of Connecticut's Countryside website and business activities in Bolton.

Training:

- How Community Engagement Strengthens Small Cities and Towns (ICMA)
- 2025 APA Trend Report for Planners: Shape the Future
- CRCOG Vision Zero Workshops
- CRCOG Planning and Development Forum: Regional Roundtable of Local Planners and Economic Development Staff
- CRCOG Automated Traffic Enforcement Roundtable
- CTDOT Local Bridge Program & Connectivity Grant Programs Webinar
- AdvanceCT Monthly Partners Meetings
- ROUND TABLE DISCUSSION FOR MUNICIPAL PARTNERS: Draft of the State of Connecticut 2025-2029 Consolidated Plan for Housing and Community Development
- CRCOG Crash Data Review #1-Safety Action Plan
- Rural Communities, Walkability and Quality of Life Webinar
- Safe Streets and Roads for All (SS4A) Grant Workshop
- Making Rural Roads Safe for All (FHWA Roadway Safety Webinar Series)
- ICMA Webinar AI and Public Employees
- ICMA Listening Session
- CRCOG Annual Meeting
- CTCMA Annual Meeting

Serve on **CRCOG Priority Pathways Advisory Committee:** pop up survey event planned in town this summer – ongoing.

Serve on **CRCOG Regional Housing Strategy Steering Committee:** as a representative of small towns with limited utilities for housing development – ongoing.

Serve on **CRCOG Cost Review Subcommittee:** representing the town of Bolton for monthly meetings and sometimes chair the meeting – ongoing.

Serve on **CRCOG Cost Review Subcommittee:** representing the town of Bolton for monthly meetings and sometimes chair the meeting – ongoing.

Serve on **CRCOG Bike/Ped Committee:** representing the town of Bolton for quarterly meetings – ongoing.

Serve on **CRCOG Brownfield Steering Committee:** representing the town of Bolton for quarterly meetings – ongoing.

Serve on **CRCOG Regional POCD Technical Advisory Committee:** the CRCOG Plan of Conservation and Development (POCD) was adopted.

6C

McCavanagh, Kathy

From: Rupert, Jim
Sent: Wednesday, August 27, 2025 1:05 PM
To: McCavanagh, Kathy
Subject: FW: Bolton Prevention Council Grant Application

Internal (jrupert@boltonct.gov)

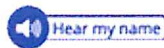
[Report This Email](#) [View My Quarantine](#) [Protection by Novus Insight](#)

From: Perreira, Ashley <Ashley.Perreira@hhchealth.org>
Sent: Thursday, July 10, 2025 1:23 PM
To: Rupert, Jim <jrupert@boltonct.gov>
Subject: RE: Bolton Prevention Council Grant Application

To what level of detail? The grant proposal will require a full budget list which I'll be working on but I can tell you now more generally speaking:

- it does not require a match
- my plan is to ask for \$5,000
- funds will support the ongoing development of the prevention council and providing mental health resources, training, and support to residents and staff within the town of Bolton to include
 - Suicide prevention training offerings (such a QPR or other similar models)
 - Attendance at tabling events sharing information and resources that occur within town (i.e. Yankee Street Fair, the Seniorhood fair, Drug Takeback Day, school open houses, etc.)
 - Hosting of a wellness fair in town in partnership with the rec department in Summer 2026
 - Hosting of community education events in response to survey results from the Youth Voices Count survey conducted in the schools last year and the upcoming adult/parent survey being conducted within the next few months
 - Partnership efforts with the director of senior & social services as well as school district administration in identifying key area of needs within the town of Bolton that support promoting mental health and wellness

Ashley E. Perreira, Psy.D.



Pronouns: She/her

Director of Inpatient Clinical Services

Natchaug Hospital

189 Storrs Road

Mansfield, CT 06250

P: 860.696.9881

F: 860-456-1163

E: Ashley.perreira@hhchealth.org

From: Perreira, Ashley <Ashley.Perreira@hhchealth.org>
Sent: Thursday, July 10, 2025 11:49 AM
To: Rupert, Jim <jrupert@boltonct.gov>
Subject: Bolton Prevention Council Grant Application

Good morning Jim,

I'm considering submitting a grant application for the 2025 Bolton Greater Together Community Fund through the Hartford Foundation for Public Giving to further support and fund the initiatives of the Bolton Prevention Council. I would like to identify the Town of Bolton as the fiscal sponsor to hold the funds, but of course want to first verify with you that this is permissible.

Please let me know your thoughts and if you have any questions.

Thank you,

Ashley E. Perreira, Psy.D.

<[image001.png](#)>

Pronouns: She/her
Director of Inpatient Clinical Services
Natchaug Hospital
189 Storrs Road
Mansfield, CT 06250
P: 860.696.9881
F: 860-456-1163
E: Ashley.perreira@hhchealth.org

<[image002.jpg](#)>

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Reminder: This e-mail and any attachments are subject to the current HHC email retention policies. Please save or store appropriately in accordance with policy.

8/27/25

Dear Board of Selectmen,

After consultation with Joe Dillon, Town Engineer, regarding the traffic safety issues on Vernon Road we recommend the following actions.

Realign the intersection of Vernon and Quarry Roads and make it a three way stop. This should force traffic to stop before entering the section of Vernon between Quarry Road and Rt 44.

Install speed humps on the section of Vernon Road between Quarry Road and RT 44 to slow traffic in that congested neighborhood.

Add signage as needed to help enforce the speed limits in that corridor.

Thank you for considering these actions.

James Rupert

Local traffic Authority

7b

McCavanagh, Kathy

From: Joseph M. Dillon <jdillon@nlja.com>
Sent: Thursday, August 28, 2025 3:33 PM
To: Rupert, Jim
Cc: Rodney Fournier; McCavanagh, Kathy; Wade M. Thomas; Brian C. Curtis; Aaron L. Mortensen
Subject: RE: report

External (jdillon@nlja.com)

[Report This Email](#) [View My Quarantine](#) [Protection by Novus Insight](#)

Jim,

As requested, below is an update for the schedules of the following projects.

Lori Road Drainage Repairs:

I met with GEG Construction in the field this afternoon to review the remaining items to complete. Most notably the runoff that is being cast on the Mike Erimeta's property. They have a currently have a crew in Manchester and will be able to be in Bolton late next week or the following week. I asked him to contact me when he know when they will be scheduled to come.

Additionally, I will coordinate with A.J. to regrade the upper portion of the earth embankment to block water from running onto the Eremita property.

Herrick Park:

In the process of cleaning up the drawings and compiling the Bid Documents. I will have a set of drawings and specifications to the Town by 9/12.

Community Septic:

I spoke with our design team this morning and they will have a set of plans and specifications ready for 9/25.

Heritage Farm Trail:

The updated estimate for the most recent scope change will be submitted to CRCOG by the end of the day tomorrow (8/29)

Our next step is to submit the 70% design submission to CRCOG for review. Aaron Mortensen who has been doing the design for this project is on vacation through September 2nd. I will get a more accurate date from him upon his return, but in conversations with him, the design is very close to being ready for the 70% design review submission with CRCOG. Possibly the 2nd week of September provided that CRCOG has no objections to the revised estimate and scope change at the Bolton Center / Brandy intersection.

Brandy Street Drainage:

The wetland permit for this work was received this afternoon. A.J. has the materials at the highway garage and this work will be able to start as soon as the Town crew is ready.

Steele's Crossing Crosswalk:

We will coordinate this work with A.J. It is anticipated that the modifications to the crossing will be laid out in the field. This work will be done as the Highway crews schedule permits.

Please do not hesitate to contact me with any questions.

**TOWN OF BOLTON
BOARD OF SELECTMEN MEETING – A/P
TUESDAY, AUGUST 12, 2025, 6:00 P.M.
TOWN HALL & ZOOM
MINUTES**

Board of Selectmen Present In-Person: First Selectman Rodney Fournier, Deputy First Selectman Robert Morra, Pamela Sawyer, Mather Clarke

Board of Selectman Absent: Amanda Gordon, Gwen Marrion, Tim Sadler

Staff Present In-Person: Town Administrator Jim Rupert

Staff Present Via Zoom: Recording Secretary Kacie Cannon

1. **Call to Order:** R. Fournier called the meeting to order at 6:00 p.m.
2. **Public Comment (on matters not appearing on the agenda):** There was no Public Comment.

3. Consider and Act on A/P

P. Sawyer MOVED to APPROVE the 2024-2025 A/P Report in the amount of \$44,238.59. M. Clarke SECONDED. MOTION CARRIED 4:0:3 (A. Gordon, G. Marrion, and T. Sadler Absent).

P. Sawyer MOVED to APPROVE the 2025-2026 A/P Report in the amount of \$115,016.16. M. Clarke SECONDED. MOTION CARRIED 4:0:3 (A. Gordon, G. Marrion, and T. Sadler Absent).

4. Consider and Act on Budget Transfers

There were no Budget Transfers requiring Board approval.

5. Approval of Minutes:

a. July 29, 2025 – A/P Meeting

P. Sawyer MOVED to APPROVE the July 29, 2025 A/P Meeting Minutes as written. R. Morra SECONDED. MOTION CARRIED 3:1:3 (M. Clarke Abstained, A. Gordon, G. Marrion, and T. Sadler Absent).

b. August 5, 2025 – Regular Meeting

P. Sawyer MOVED to APPROVE the August 5, 2025 Board of Selectman Regular Meeting Minutes as written. R. Morra SECONDED.

Discussion: Board Clerk Kacie Cannon pointed out that the last sentence in Paragraph 7 of Item No. 4(a) is missing the words “weather forecast,” and should be corrected to read as follows: “A. Gordon recommended referencing the August 12, 2025 weather forecast to justify the emergency change.” The Board agreed and accepted the correction.

P. Sawyer MOVED to APPROVE the August 5, 2025 Board of Selectman Regular Meeting Minutes as amended. R. Morra SECONDED. MOTION CARRIED 3:1:3 (M. Clarke Abstained, A. Gordon, G. Marrion, and T. Sadler Absent).

6. Adjourn

R. Morra MOVED to ADJOURN the meeting at 6:04 p.m. P. Sawyer SECONDED. MOTION CARRIED 4:0:3.
(A. Gordon, G. Marrion, and T. Sadler Absent).

Respectfully submitted by Kacie Cannon

Kacie Cannon

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

**BOS SPECIAL MEETING
TUESDAY, AUGUST 19, 2025, 6:00 PM
MINUTES**

The Board of Selectmen held a special meeting on Tuesday, August 19, 2025, at 6:00 P.M., with Rodney Fournier presiding. Present in person were Selectmen Gwen Marrion and Mather Clarke, along with Town Administrator Jim Rupert. Selectmen Amanda Gordon and Timothy Sadler, as well as resident Jim Loersch, attended via Zoom. Robert Morra and Pam Sawyer were not present.

1. Call to Order.

The meeting was called to order at 6:00 p.m.

2. Consider and Act on the Revised Board of Selectmen's Budget.

Motion: Moved that the Board of Selectmen approve a revised BOS budget totaling \$7,384,278.00 with the following cuts.

- \$100,000.00 from the Highway Road Repair line item
- \$5,000.00 from the Cyber Insurance line item
- \$5,000.00 from the Liability insurance line item

1st Amanda Gordon | 2nd Mather Clarke -Vote: 5 yes and 2 absent.

3. Consider and Act on the Revised Capital Budget.

Motion: Moved that the Board of Selectmen approve a revised Capital Reserve budget of \$784,016.00 with the following cuts.

- \$38,000.00 for the firehouse roof
- \$110,000.00 for the Highway Dump Truck
- \$20,000.00 for Town Hall Doors
- \$47,000.00 for a Town Hall vehicle
- \$70,000.00 for a BOE District Utility Truck with Plow

1st Mather Clarke | 2nd Timothy Sadler - Vote: 5 yes and 2 absent.

4. Consider and Act on Due Dates of the Supplemental Real Estate Taxes, as well as the Motor Vehicle and Personal Property Taxes.

Motion: Moved that the Board of Selectmen set a due date of October 1, 2025, for supplemental real estate taxes, Motor Vehicle and Personal Property Taxes.

1st Amanda Gordon | 2nd Gwen Marrion - Vote: 5 yes and 2 absent.

5. Adjournment.

Motion: The meeting was adjourned at 6:04 PM.

1st Amanda Gordon | 2nd Timothy Sadler - Vote: 5 yes and 2 absent.

Respectfully Submitted,
Suellen Kamara

8c

**TOWN OF BOLTON
BOARD OF SELECTMEN – A/P
TUESDAY, AUGUST 26, 2025, 6:00 P.M.
TOWN HALL & ZOOM
MINUTES**

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

Board of Selectmen Present Via Zoom: Tim Sadler, Amanda Gordon (Arrived at 6:07 p.m.)

Staff Present Via Zoom: Recording Secretary Kacie Cannon

Others Present via Zoom: James Loersch

1. Call to Order: R. Fournier called the meeting to order at 6:01 p.m.

2. Consider and Act on A/P

P. Sawyer MOVED to APPROVE the August 28, 2025 FY 2025-2026 A/P Report as presented in the amount of \$75,924.97. M. Clarke SECONDED. MOTION CARRIED 6:0:1 (A. Gordon Absent).

Discussion: G. Marrion asked if the Director of Development has provided a detailed report outlining how her time is allocated for the purpose of determining her availability to take on additional economic development work. R. Fournier and R. Morra both shared information on her involvement in several development projects, including the Cider Mill property, and noted that they have been very pleased with her performance. G. Marrion suggested that a project breakdown, similar to the format used by Nathan Jacobson, would be useful. R. Fournier agreed to contact P. Carson to request the information.

P. Sawyer MOVED to APPROVE the June 30, 2025 FY 2024-2025 A/P Report in the amount of \$9,345.43. M. Clarke SECONDED. MOTION CARRIED 6:0:1 (A. Gordon Absent).

3. Consider and Act on Budget Transfers

P. Sawyer MOVED to APPROVE the Budget Transfer Request from the Highway Department from the category of Tree Trimming to the category of New Equipment in the amount of \$6,900.00 to cover a grading box purchase. R. Morra SECONDED.

Discussion: R. Morra provided information on how the grading box works and noted that it is a great tool for doing small repairs on trails and roadways.

MOTION CARRIED 7:0:0 (A. Gordon arrived at 6:07 p.m.)

4. Adjourn

R. Morra MOVED to ADJOURN the meeting at 6:08 p.m. A. Gordon SECONDED. MOTION CARRIED 7:0:0.

Respectfully submitted by Kacie Cannon

Kacie Cannon

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

FY2026 August 28, 2025	Adopted Budget	Revised Budget	Expense YTD	Balance	Encumbrance	Unexpended	% Expensed	FY25	FY24	FY23
Administration	\$ 779,208.00	\$ 779,208.00	\$ 138,720.28	\$ 640,487.72	\$ -	\$ 640,487.72	17.80%	17.14%	18.57%	11.02%
Board of Finance	\$ 3,000.00	\$ 3,000.00	\$ 75.00	\$ 2,925.00	\$ -	\$ 2,925.00	2.50%	0.00%	0.00%	3.11%
Financial Administration	\$ 250,595.00	\$ 250,595.00	\$ 40,138.04	\$ 210,456.96	\$ 177.16	\$ 210,279.80	16.09%	15.79%	16.08%	12.83%
Auditing	\$ 45,000.00	\$ 45,000.00	\$ -	\$ 45,000.00	\$ -	\$ 45,000.00	0.00%	0.00%	0.00%	0.00%
Assessor	\$ 168,832.00	\$ 168,832.00	\$ 27,239.38	\$ 141,592.62	\$ -	\$ 141,592.62	16.13%	17.96%	15.94%	8.99%
Tax Collector	\$ 106,010.00	\$ 106,010.00	\$ 19,108.70	\$ 86,901.30	\$ 211.64	\$ 86,689.66	18.23%	20.26%	17.05%	14.15%
Fringe Benefits	\$ 1,166,875.00	\$ 1,166,875.00	\$ 245,545.12	\$ 921,329.88	\$ -	\$ 921,329.88	21.04%	21.95%	15.39%	13.48%
Town Clerk	\$ 150,756.00	\$ 150,756.00	\$ 25,458.92	\$ 125,297.08	\$ 6,820.00	\$ 118,477.08	21.41%	22.14%	22.75%	18.77%
Land Use	\$ 477,150.00	\$ 477,150.00	\$ 62,384.34	\$ 414,765.66	\$ 138,900.00	\$ 275,865.66	42.18%	23.40%	22.60%	18.73%
Planning & Zoning	\$ 4,000.00	\$ 4,000.00	\$ 199.31	\$ 3,800.69	\$ -	\$ 3,800.69	4.98%	5.74%	4.81%	8.00%
Zoning Board of Appeals	\$ 1,650.00	\$ 1,650.00	\$ -	\$ 1,650.00	\$ -	\$ 1,650.00	0.00%	0.00%	8.60%	0.00%
Property Insurance	\$ 167,363.00	\$ 167,363.00	\$ 42,957.29	\$ 124,405.71	\$ -	\$ 124,405.71	25.67%	21.34%	13.65%	19.69%
Probate	\$ 7,000.00	\$ 7,000.00	\$ -	\$ 7,000.00	\$ -	\$ 7,000.00	0.00%	0.00%	0.00%	0.00%
Inlands/Wetlands	\$ 2,235.00	\$ 2,235.00	\$ 147.93	\$ 2,087.07	\$ -	\$ 2,087.07	6.62%	3.36%	4.47%	6.87%
Economic Development	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	0.00%	0.00%	0.00%	0.00%
Elections	\$ 119,329.00	\$ 119,329.00	\$ 13,988.26	\$ 105,340.74	\$ 4,540.00	\$ 100,800.74	15.53%	11.17%	5.26%	23.95%
Police	\$ 301,300.00	\$ 301,300.00	\$ -	\$ 301,300.00	\$ -	\$ 301,300.00	0.00%	0.00%	0.00%	0.00%
Fire Commission	\$ 296,089.00	\$ 296,089.00	\$ 7,264.81	\$ 288,824.19	\$ -	\$ 288,824.19	2.45%	49.30%	36.38%	25.03%
Animal Control	\$ 10,000.00	\$ 10,000.00	\$ 6,500.00	\$ 3,500.00	\$ -	\$ 3,500.00	65.00%	0.00%	100.00%	96.77%
Fire Marshal	\$ 31,990.00	\$ 31,990.00	\$ 3,020.93	\$ 28,969.07	\$ -	\$ 28,969.07	9.44%	14.22%	6.27%	2.06%
Emergency Management	\$ 11,320.00	\$ 11,320.00	\$ 818.40	\$ 10,501.60	\$ -	\$ 10,501.60	7.23%	6.41%	7.01%	16.56%
Highways and Streets	\$ 973,967.00	\$ 973,967.00	\$ 78,350.34	\$ 895,616.66	\$ 206,485.43	\$ 689,131.23	29.24%	7.67%	8.33%	33.67%
Parks/Town Building Ops	\$ 866,019.00	\$ 866,019.00	\$ 123,211.05	\$ 742,807.95	\$ 6,875.00	\$ 735,932.95	15.02%	15.32%	15.36%	11.29%
Public Health Admin	\$ 29,730.00	\$ 29,730.00	\$ 7,432.28	\$ 22,297.72	\$ -	\$ 22,297.72	25.00%	25.26%	24.65%	24.65%
Veterans' Commission	\$ 600.00	\$ 600.00	\$ -	\$ 600.00	\$ -	\$ 600.00	0.00%	0.00%	0.00%	0.00%
Seniors / Social Services	\$ 197,643.00	\$ 197,643.00	\$ 28,224.49	\$ 169,418.51	\$ 1,850.85	\$ 167,567.66	15.22%	23.27%	20.05%	18.19%
Library	\$ 320,647.00	\$ 320,647.00	\$ 43,132.88	\$ 277,514.12	\$ 46,842.07	\$ 230,672.05	28.06%	28.61%	28.78%	20.93%
Conservation	\$ 3,140.00	\$ 3,140.00	\$ 275.00	\$ 2,865.00	\$ -	\$ 2,865.00	8.76%	11.93%	9.50%	13.42%
Waste Collection	\$ 727,830.00	\$ 727,830.00	\$ 93,853.96	\$ 633,976.04	\$ -	\$ 633,976.04	12.90%	12.85%	14.96%	13.61%
Totals	\$ 7,224,278.00	\$ 7,224,278.00	\$ 1,008,046.71	\$ 6,216,231.29	\$ 412,702.15	\$ 5,803,529.14	19.67%	16.70%	18.05%	10.52%

FY2026 August 29, 2025	Adopted Budget	Revised Budget	Expense YTD	Balance	Encumbrance	Unexpended	% Expensed	FY25	FY24	FY23
Administration	\$ 779,208.00	\$ 779,208.00	\$ 110,571.25	\$ 668,636.75	\$ -	\$ 668,636.75	14.19%	4.74%	10.99%	4.52%
Board of Finance	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	\$ -	\$ 3,000.00	0.00%	0.00%	0.00%	0.00%
Financial Administration	\$ 250,595.00	\$ 250,595.00	\$ 21,989.90	\$ 228,605.10	\$ 177.16	\$ 228,427.94	8.85%	5.37%	5.77%	5.44%
Auditing	\$ 45,000.00	\$ 45,000.00	\$ -	\$ 45,000.00	\$ -	\$ 45,000.00	0.00%	0.00%	0.00%	0.00%
Assessor	\$ 168,832.00	\$ 168,832.00	\$ 15,357.86	\$ 153,474.14	\$ -	\$ 153,474.14	9.10%	6.34%	6.91%	3.98%
Tax Collector	\$ 106,010.00	\$ 106,010.00	\$ 11,824.62	\$ 94,185.38	\$ 211.64	\$ 93,973.74	11.35%	8.36%	7.13%	7.13%
Fringe Benefits	\$ 1,166,875.00	\$ 1,166,875.00	\$ 106,155.85	\$ 1,060,719.15	\$ -	\$ 1,060,719.15	9.10%	8.42%	7.93%	5.42%
Town Clerk	\$ 150,756.00	\$ 150,756.00	\$ 13,598.08	\$ 137,157.92	\$ 7,872.00	\$ 129,285.92	14.24%	11.13%	12.10%	11.20%
Land Use	\$ 477,150.00	\$ 477,150.00	\$ 29,627.36	\$ 447,522.64	\$ 150,422.50	\$ 297,100.14	37.73%	13.97%	13.78%	13.15%
Planning & Zoning	\$ 4,000.00	\$ 4,000.00	\$ 75.00	\$ 3,925.00	\$ -	\$ 3,925.00	1.88%	1.88%	2.38%	2.05%
Zoning Board of Appeals	\$ 1,650.00	\$ 1,650.00	\$ -	\$ 1,650.00	\$ -	\$ 1,650.00	0.00%	0.00%	4.55%	0.00%
Property Insurance	\$ 167,363.00	\$ 167,363.00	\$ 40,553.29	\$ 126,809.71	\$ -	\$ 126,809.71	24.23%	20.12%	13.65%	5.56%
Probate	\$ 7,000.00	\$ 7,000.00	\$ -	\$ 7,000.00	\$ -	\$ 7,000.00	0.00%	0.00%	0.00%	0.00%
Inlands/Wetlands	\$ 2,235.00	\$ 2,235.00	\$ -	\$ 2,235.00	\$ -	\$ 2,235.00	0.00%	0.00%	0.00%	0.00%
Economic Development	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	0.00%	0.00%	0.00%	0.00%
Elections	\$ 119,329.00	\$ 119,329.00	\$ 6,067.09	\$ 113,261.91	\$ 1,160.00	\$ 112,101.91	6.06%	1.20%	1.82%	8.36%
Police	\$ 301,300.00	\$ 301,300.00	\$ -	\$ 301,300.00	\$ -	\$ 301,300.00	0.00%	0.00%	0.00%	0.00%
Fire Commission	\$ 296,089.00	\$ 296,089.00	\$ 3,658.10	\$ 292,430.90	\$ -	\$ 292,430.90	1.24%	36.20%	32.23%	9.81%
Animal Control	\$ 10,000.00	\$ 10,000.00	\$ 6,500.00	\$ 3,500.00	\$ -	\$ 3,500.00	65.00%	0.00%	100.00%	0.00%
Fire Marshal	\$ 31,990.00	\$ 31,990.00	\$ 1,115.49	\$ 30,874.51	\$ -	\$ 30,874.51	3.49%	1.31%	0.35%	0.41%
Emergency Management	\$ 11,320.00	\$ 11,320.00	\$ 409.20	\$ 10,910.80	\$ -	\$ 10,910.80	3.61%	1.83%	1.75%	8.28%
Highways and Streets	\$ 973,967.00	\$ 973,967.00	\$ 31,585.79	\$ 942,381.21	\$ 580.00	\$ 941,801.21	3.30%	1.86%	2.85%	3.70%
Parks/Town Building Ops	\$ 866,019.00	\$ 866,019.00	\$ 63,820.74	\$ 802,198.26	\$ 4,499.00	\$ 797,699.26	7.89%	4.99%	6.75%	4.90%
Public Health Admin	\$ 29,730.00	\$ 29,730.00	\$ 7,432.28	\$ 22,297.72	\$ -	\$ 22,297.72	25.00%	25.26%	24.65%	0.00%
Veterans' Commission	\$ 600.00	\$ 600.00	\$ -	\$ 600.00	\$ -	\$ 600.00	0.00%	0.00%	0.00%	0.00%
Seniors / Social Services	\$ 197,643.00	\$ 197,643.00	\$ 15,610.84	\$ 182,032.16	\$ -	\$ 182,032.16	7.90%	10.06%	10.20%	6.03%
Library	\$ 320,647.00	\$ 320,647.00	\$ 21,950.11	\$ 298,696.89	\$ 2,139.88	\$ 296,557.01	7.51%	4.00%	18.49%	14.47%
Conservation	\$ 3,140.00	\$ 3,140.00	\$ 100.00	\$ 3,040.00	\$ -	\$ 3,040.00	3.18%	4.34%	4.75%	3.06%
Waste Collection	\$ 727,830.00	\$ 727,830.00	\$ 37,540.07	\$ 690,289.93	\$ -	\$ 690,289.93	5.16%	4.65%	5.73%	5.94%
Totals	\$ 7,224,278.00	\$ 7,224,278.00	\$ 545,542.92	\$ 6,678,735.08	\$ 167,062.18	\$ 6,511,672.90	9.86%	4.58%	10.79%	4.30%

FY2025	Adopted Budget	Revised Budget	Expense YTD	Balance	Encumbrance	Unexpended	% Expensed		
Administration	\$ 754,500.00	\$ 733,900.00	\$ 618,371.77	\$ 115,528.23	\$ 13,206.37	\$ 102,321.86	86.06%		
Finance Committee	\$ 2,700.00	\$ 2,700.00	\$ 1,806.92	\$ 893.08	\$ -	\$ 893.08	66.92%		
Financial Administration	\$ 262,074.00	\$ 262,074.00	\$ 241,424.51	\$ 20,649.49	\$ 276.99	\$ 20,372.50	92.23%		
Auditing	\$ 45,000.00	\$ 45,000.00	\$ 25,000.00	\$ 20,000.00	\$ -	\$ 20,000.00	55.56%		
Assessor	\$ 164,721.00	\$ 164,721.00	\$ 162,089.84	\$ 2,631.16	\$ 350.00	\$ 2,281.16	98.62%		
Tax Collector	\$ 96,534.00	\$ 96,534.00	\$ 90,692.97	\$ 5,841.03	\$ 3,819.33	\$ 2,021.70	97.91%		
Fringe Benefits	\$ 1,051,480.00	\$ 1,051,480.00	\$ 945,370.15	\$ 106,109.85	\$ -	\$ 106,109.85	89.91%		
Town Clerk	\$ 146,209.00	\$ 146,209.00	\$ 144,788.51	\$ 1,420.49	\$ -	\$ 1,420.49	99.03%		
Land Use	\$ 382,844.00	\$ 402,344.00	\$ 387,125.48	\$ 15,218.52	\$ -	\$ 15,218.52	96.22%		
Planning & Zoning	\$ 4,000.00	\$ 4,000.00	\$ 3,521.60	\$ 478.40	\$ -	\$ 478.40	88.04%		
Zoning Board of Appeals	\$ 1,650.00	\$ 1,950.00	\$ 891.48	\$ 1,058.52	\$ -	\$ 1,058.52	45.72%		
Property Insurance	\$ 159,450.00	\$ 159,450.00	\$ 108,653.00	\$ 50,797.00	\$ -	\$ 50,797.00	68.14%		
Probate	\$ 7,476.00	\$ 7,476.00	\$ 6,180.00	\$ 1,296.00	\$ -	\$ 1,296.00	82.66%		
Inlands/Wetlands	\$ 2,235.00	\$ 2,235.00	\$ 1,640.86	\$ 594.14	\$ -	\$ 594.14	73.42%		
Economic Development	\$ 5,000.00	\$ 5,000.00	\$ 4,988.00	\$ 12.00	\$ -	\$ 12.00	99.76%		
Elections	\$ 138,878.00	\$ 138,878.00	\$ 85,906.46	\$ 52,971.54	\$ 745.00	\$ 52,226.54	62.39%		
Police	\$ 301,300.00	\$ 301,300.00	\$ 273,873.00	\$ 27,427.00	\$ -	\$ 27,427.00	90.90%		
Fire Commission	\$ 287,514.00	\$ 288,314.00	\$ 255,254.60	\$ 33,059.40	\$ 4,684.96	\$ 28,374.44	90.16%		
Animal Control	\$ 10,000.00	\$ 10,000.00	\$ 6,500.00	\$ 3,500.00	\$ -	\$ 3,500.00	65.00%		
Fire Marshal	\$ 29,900.00	\$ 29,900.00	\$ 26,756.65	\$ 3,143.35	\$ -	\$ 3,143.35	89.49%		
Emergency Management	\$ 11,165.00	\$ 11,165.00	\$ 5,329.15	\$ 5,835.85	\$ -	\$ 5,835.85	47.73%		
Highways and Streets	\$ 1,073,967.00	\$ 1,073,967.00	\$ 1,015,351.56	\$ 58,615.44	\$ 3,810.00	\$ 54,805.44	94.90%		
Parks/Town Building Ops	\$ 826,308.00	\$ 826,308.00	\$ 804,722.80	\$ 21,585.20	\$ -	\$ 21,585.20	97.39%		
Public Health Admin	\$ 28,409.00	\$ 28,702.00	\$ 28,701.96	\$ 0.04	\$ -	\$ 0.04	100.00%		
Veterans' Commission	\$ 600.00	\$ 600.00	\$ 218.56	\$ 381.44	\$ -	\$ 381.44	36.43%		
Seniors / Social Services	\$ 184,642.00	\$ 184,349.00	\$ 178,550.31	\$ 5,798.69	\$ 150.00	\$ 5,648.69	96.94%		
Library	\$ 313,067.00	\$ 313,067.00	\$ 307,770.15	\$ 5,296.85	\$ 1,054.96	\$ 4,241.89	98.65%		
Recreation	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ -	\$ -	\$ -	100.00%		
Conservation	\$ 2,305.00	\$ 2,305.00	\$ 2,000.87	\$ 304.13	\$ -	\$ 304.13	86.81%		
Waste Collection	\$ 727,830.00	\$ 727,830.00	\$ 649,294.83	\$ 78,535.17	\$ -	\$ 78,535.17	89.21%		
Totals	\$ 7,027,758.00	\$ 7,027,758.00	\$ 6,388,775.99	\$ 638,982.01	\$ 28,097.61	\$ 610,884.40	91.31%		

HIGHLIGHTS SEPTEMBER 2025 BOS MEETING

SUBMITTED BY: James Rupert

- The street light has been installed
- Colonial Road tree cutting is completed
- All insurance renewals have been completed and we are looking at efficiencies for next cycle
- Working on contract with STV for the facilities study
- The committee has chosen four firms to move forward in the schematic plan for town hall process
- Participated in Eastern Highland Health District Board of Directors meeting
- The fire truck refinancing for this year is completed
- We have completed the request for the annual lake drawdown
- Heritage Farm Trail plan was submitted to DOT for review. They requested revisions.
- We received a lake report from George Knoecklein. There are two species of aquatic plants that have proliferated the lake and may require treatment next year.
- Reviewing the FD master plan bids with Chief Dixon. We anticipate having a recommendation for the Bos later this month.
- Working on grant documents for various grants including the \$250K legislative grant for parks and recreation.
- Working on finalizing negotiations with two of our unions
- Novus is working on Windows 11 upgrades
- Highway has just completed a project on Tinker Pond and a drainage project on Keeney Drive
- The new office set up is nearly completed in the Selectman's Office
- Quite a bit is happening with the Bolton Center Cemetery including work on the mapping
- The Notch Road end wall is getting the infills above and below grade completed. The next step is waterproofing.
- We have been working hard on the Farm Day event that benefits Lutz Museum
- Staff throughout all departments have been working with the State Librarian to purge records in preparation for shred day.

Respectfully submitted

James Rupert
Town Administrator