

5a

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: Carole Franco
Address: 33 Birch Mountain Rd, Bolton
Telephone Number: 860 646 6081 Cell Number: 860 299 5736
Email Address: CF7217964@aol.com
Political Affiliation: Democrat

I am interested in serving on the (name of board/commission) VETERANS COMMISSION
as a full member ☒ and/or alternate ☒.

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

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

Please add any additional information or comments.

Signed: Carole Franco Date: 11/13/25

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

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Name: Pam Sawyer
Address: 95 South Rd
Telephone Number: _____ Cell Number: 860-869-1319
Email Address: sawyerstus@sbcglobal.com
Political Affiliation: R

I am interested in serving on the (name of board/commission) Veterans Comm
as a full member ☒ and/or alternate _____.

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

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

Former BOE, State Rep, BAA, 1st Selectman
As State Rep served on Veterans Committee

Please add any additional information or comments.

Proud of my family and all who have served.

Signed: Pam Sawyer Date: 11-11-25

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Name: Robert (Bob) Morra

Address: 15 TINKER POND RD

Telephone Number: _____ Cell Number: 860 463-0249

Email Address: rmorra6201@gmail.com

Political Affiliation: REP

I am interested in serving on the (name of board/commission) Veterans Comm
as a full member ☒ and/or alternate _____.


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

It provides a way now to continue to serve Bolton

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

US ARMY Veteran 1962 - 1966

Please add any additional information or comments.

Signed:  Date: 11/11/2025

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Name: John Hambrook
Address: 43 Stonehedge Ln
Telephone Number: 800-646-5938 Cell Number: 860-573-7906
Email Address: hambrookje@aol.com
Political Affiliation: Dem.

I am interested in serving on the (name of board/commission) Veteran's Commission
as a full member x and/or alternate _____.

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

The town of Bolton needs every day people to
serve on its boards and committees so that
the local government can serve the every day people
in town.

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

Retired Dentist + Board of Ed member. Served in
Navy from 1971 to 1975

Please add any additional information or comments.

Signed: [Signature] Date: Nov 11, 2025

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5e.

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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: Katelynn E. King
Address: 125 South Road, Bolton CT 06043
Telephone Number: 8607070723 Cell Number: _____
Email Address: katelynneking@gmail.com

Political Affiliation: _____


I am interested in serving on the (name of board/commission) Conservation Commission
as a full member X and/or alternate _____.

Please provide a brief statement as to why you are interested in serving on this board/commission.
I have worked with Conservation Commissions in Massachusetts to complete mosquito control
larvae habitat reductions.

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

Bachelors and Masters Degrees in Ecology and Environmental Science, over 6 years working
with the state of Massachusetts Department of Environmental Protection

Please add any additional information or comments.

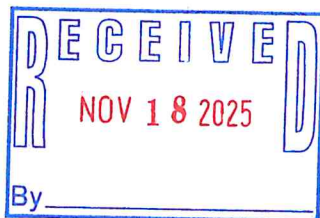
Signed:  Date: 11/05/2025

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

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222 Bolton Center Road
Bolton, CT 06043
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6a



16 Mt. Sumner Drive
Bolton, CT., 06043
November 8, 2025

Bolton Board of Selectmen
222 Bolton Center Rd.
Bolton, CT 06043

Re: Letter of commendation for Danielle Palazzini

Greetings:

This communication is a letter of commendation for Danielle Palazzini, who works in our land-use department. It is intended for, and hopefully will be placed in, her permanent employment record.

Credit should be given where credit is due. She earned it. She deserves it. It should be recognized. She is dedicated, efficient, and reliable. She holds herself available and willing to help those who need assistance. These are admirable and desirable traits. She is just a **real good employee** and Bolton is better off for this.

It has been a pleasure working with her during my chairmanship tenure.

Thank you for your consideration.

Morris Silverstein
Chairman, Bolton ZBA

Memorandum

TO: Bolton Board of Selectmen
Jim Rupert, Town Administrative Officer

FR: Kusal Huynh
Director of Business & Finance

DT: November 14, 2025

RE: Written Justification Bid Waiver: Copier Fleet & Service Maintenance

CC: Andrew Broneill, BOE Chairperson
David Caruso, Superintendent

Pursuant to the bid ordinance, please be advised that the Board of Education has waived the formal bidding process for the procurement of the copier fleet refresh and related service maintenance. The award went to the most responsive and responsible vendor UBEO Business Services after an extensive review of the various proposals from 3 vendors' proposals. The lease is for 63 months at \$1,605/month for the renewal of 11 copiers.

2026 BOARD OF SELECTMEN MEETING DATES

| | | | |
|------------------|----|------------------|---------|
| 2026 | | | |
| January | 6 | Regular Meeting | 6:30 pm |
| | 13 | A/P | 6:00 pm |
| | 27 | A/P | 6:00 pm |
| February | 3 | Regular Meeting | 6:30 pm |
| | 10 | A/P | 6:00 pm |
| | 24 | A/P | 6:00 pm |
| March | 3 | Regular Meeting | 6:30 pm |
| | 10 | A/P | 6:00 pm |
| | 24 | A/P | 6:00 pm |
| April | 7 | Regular with A/P | 6:30 pm |
| | 21 | A/P | 6:00 pm |
| May | 5 | Regular with A/P | 6:30 pm |
| | 19 | A/P | 6:00 pm |
| June | 2 | Regular with A/P | 6:30 pm |
| | 16 | A/P | 6:00 pm |
| | 30 | A/P | 6:00 pm |
| July | 7 | Regular Meeting | 6:30 pm |
| | 14 | A/P | 6:00 pm |
| | 28 | A/P | 6:00 pm |
| August | 4 | Regular Meeting | 6:30 pm |
| | 11 | A/P | 6:00 pm |
| | 25 | A/P | 6:00 pm |
| September | 1 | Regular Meeting | 6:30 pm |
| | 8 | A/P | 6:00 pm |
| | 22 | A/P | 6:00 pm |
| October | 6 | Regular with A/P | 6:30 pm |
| | 20 | A/P | 6:00 pm |
| November | 3 | Regular with A/P | 6:30 pm |
| | 17 | A/P | 6:00 pm |
| December | 1 | Regular with A/P | 6:30 pm |
| | 15 | A/P | 6:00 pm |
| | 29 | A/P | 6:00 pm |
| | | | |
| 2027 | | | |
| January | 5 | Regular Meeting | 6:30 pm |
| | 12 | A/P | 6:00 |

2026-2027 CAPA/BUDGET WORKSHOP DATES

(All meetings will take place at Town Hall unless otherwise noted on the agenda)

| | | | | |
|-----------------|-----------|----|--------------------|--------------------------------|
| JANUARY | Tuesday | 13 | CAPA Meeting | 6:00 pm (Immed. Following A/P) |
| | Tuesday | 20 | CAPA Meeting | 6:00 pm |
| | Wednesday | 21 | Budget Workshop #1 | 6:00 pm |
| | Tuesday | 27 | Budget Workshop #2 | 6:00 pm (Immed. Following A/P) |
| | Thursday | 29 | Budget Workshop #3 | 6:00 pm |
| FEBRUARY | Thursday | 5 | Budget Workshop #4 | 6:00 pm |
| | Tuesday | 10 | Budget Workshop #5 | 6:00 pm (Immed. Following A/P) |
| | Thursday | 12 | Budget Workshop #6 | 6:00 pm |
| | Tuesday | 17 | Budget Workshop #7 | 6:00 pm |
| | | | | |
| | | | | |

| FY2026 November 30, 2025 | | | | | | | | | | |
|---------------------------|------------------------|------------------------|------------------------|------------------------|----------------------|------------------------|---------------|---------------|---------------|---------------|
| | Adopted Budget | Revised Budget | Expense YTD | Balance | Encumbrance | Unexpended | % Expended | FY25 | FY24 | FY23 |
| Administration | \$ 779,208.00 | \$ 779,208.00 | \$ 305,408.12 | \$ 473,799.88 | \$ 5,691.42 | \$ 468,108.46 | 39.93% | 35.22% | 38.34% | 25.48% |
| Board of Finance | \$ 3,000.00 | \$ 3,000.00 | \$ 275.00 | \$ 2,725.00 | \$ - | \$ 2,725.00 | 9.17% | 6.48% | 7.14% | 10.25% |
| Financial Administration | \$ 250,595.00 | \$ 250,595.00 | \$ 97,807.64 | \$ 152,787.36 | \$ 422.16 | \$ 152,365.20 | 39.20% | 36.56% | 38.93% | 38.30% |
| Auditing | \$ 45,000.00 | \$ 45,000.00 | \$ 5,500.00 | \$ 39,500.00 | \$ - | \$ 39,500.00 | 12.22% | 0.00% | 0.00% | 0.00% |
| Assessor | \$ 168,832.00 | \$ 168,832.00 | \$ 64,430.85 | \$ 104,401.15 | \$ 1,853.03 | \$ 102,548.12 | 39.26% | 40.16% | 37.05% | 35.01% |
| Tax Collector | \$ 106,010.00 | \$ 106,010.00 | \$ 42,636.94 | \$ 63,373.06 | \$ 4,377.85 | \$ 58,995.21 | 44.35% | 39.54% | 36.80% | 38.13% |
| Fringe Benefits | \$ 1,166,875.00 | \$ 1,166,875.00 | \$ 536,927.51 | \$ 629,947.49 | \$ - | \$ 629,947.49 | 46.01% | 40.98% | 44.14% | 35.02% |
| Town Clerk | \$ 150,756.00 | \$ 150,756.00 | \$ 59,249.84 | \$ 91,506.16 | \$ 5,902.58 | \$ 85,603.58 | 43.22% | 42.82% | 43.94% | 43.47% |
| Land Use | \$ 477,150.00 | \$ 477,150.00 | \$ 156,131.61 | \$ 321,018.39 | \$ 106,363.75 | \$ 214,654.64 | 55.01% | 41.21% | 43.60% | 34.97% |
| Planning & Zoning | \$ 4,000.00 | \$ 4,000.00 | \$ 374.31 | \$ 3,625.69 | \$ - | \$ 3,625.69 | 9.36% | 13.07% | 11.76% | 32.56% |
| Zoning Board of Appeals | \$ 1,650.00 | \$ 1,650.00 | \$ - | \$ 1,650.00 | \$ - | \$ 1,650.00 | 0.00% | 18.40% | 13.14% | 8.45% |
| Property Insurance | \$ 167,363.00 | \$ 167,363.00 | \$ 72,266.41 | \$ 95,096.59 | \$ - | \$ 95,096.59 | 43.18% | 39.72% | 39.57% | 40.26% |
| Probate | \$ 7,000.00 | \$ 7,000.00 | \$ - | \$ 7,000.00 | \$ - | \$ 7,000.00 | 0.00% | 0.00% | 83.48% | 0.00% |
| Inlands/Wetlands | \$ 2,235.00 | \$ 2,235.00 | \$ 556.24 | \$ 1,678.76 | \$ - | \$ 1,678.76 | 24.89% | 24.52% | 15.66% | 18.46% |
| Economic Development | \$ 5,000.00 | \$ 5,000.00 | \$ - | \$ 5,000.00 | \$ - | \$ 5,000.00 | 0.00% | 0.00% | 0.00% | |
| Elections | \$ 119,329.00 | \$ 119,329.00 | \$ 50,129.50 | \$ 69,199.50 | \$ 2,915.98 | \$ 66,283.52 | 44.45% | 35.20% | 19.85% | 49.62% |
| Police | \$ 301,300.00 | \$ 301,300.00 | \$ 956.20 | \$ 300,343.80 | \$ - | \$ 300,343.80 | 0.32% | 1.10% | 0.00% | 0.21% |
| Fire Commission | \$ 296,089.00 | \$ 296,089.00 | \$ 89,107.89 | \$ 206,981.11 | \$ 82,889.44 | \$ 124,091.67 | 58.09% | 54.55% | 57.02% | 49.12% |
| 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 | \$ 10,982.09 | \$ 21,007.91 | \$ - | \$ 21,007.91 | 34.33% | 33.51% | 24.67% | 20.52% |
| Emergency Management | \$ 11,320.00 | \$ 11,320.00 | \$ 3,387.63 | \$ 7,932.37 | \$ - | \$ 7,932.37 | 29.93% | 18.17% | 17.73% | 45.55% |
| Highways and Streets | \$ 973,967.00 | \$ 973,967.00 | \$ 421,925.86 | \$ 552,041.14 | \$ 32,073.74 | \$ 519,967.40 | 46.61% | 34.89% | 44.97% | 54.32% |
| Parks/Town Building Ops | \$ 866,019.00 | \$ 866,019.00 | \$ 318,340.94 | \$ 547,678.06 | \$ 23,247.43 | \$ 524,430.63 | 39.44% | 34.65% | 38.84% | 31.55% |
| Public Health Admin | \$ 29,730.00 | \$ 29,730.00 | \$ 14,864.56 | \$ 14,865.44 | \$ - | \$ 14,865.44 | 50.00% | 50.52% | 49.29% | 50.48% |
| Veterans' Commission | \$ 600.00 | \$ 600.00 | \$ - | \$ 600.00 | \$ - | \$ 600.00 | 0.00% | 21.27% | 0.00% | |
| Seniors / Social Services | \$ 197,643.00 | \$ 197,643.00 | \$ 73,360.52 | \$ 124,282.48 | \$ 5,435.83 | \$ 118,846.65 | 39.87% | 43.61% | 39.26% | 40.54% |
| Library | \$ 320,647.00 | \$ 320,647.00 | \$ 137,757.46 | \$ 182,889.54 | \$ 17,663.49 | \$ 165,226.05 | 48.47% | 48.44% | 48.27% | 44.41% |
| Conservation | \$ 3,140.00 | \$ 3,140.00 | \$ 967.35 | \$ 2,172.65 | \$ - | \$ 2,172.65 | 30.81% | 34.27% | 40.14% | 35.98% |
| Waste Collection | \$ 727,830.00 | \$ 727,830.00 | \$ 270,650.01 | \$ 457,179.99 | \$ 1,691.00 | \$ 455,488.99 | 37.42% | 35.19% | 36.93% | 32.10% |
| Totals | \$ 7,224,278.00 | \$ 7,224,278.00 | \$ 2,740,494.48 | \$ 4,483,783.52 | \$ 290,527.70 | \$ 4,193,255.82 | 41.96% | 34.01% | 37.07% | 24.29% |

TAX COLLECTOR 10.31.25

| | ADOPTED | REVISED | COLLECTIONS YTD | Credit that was rolled over from 23 GL | | | REFUNDS | RETURNED PAYMENTS | TAX COLL. TRANSFERS | NET COLLECTION 10.31.25 | PERCENTAGE COLLECTED FY 26 BUDGET |
|------------------|------------------|------------------|--------------------|--|----------------|----------------|------------|----------------------|------------------------|----------------------------|---|
| | | | | | | | | | | | |
| CURRENT YR. LEVY | \$ 17,650,363.00 | \$ 17,650,363.00 | \$ 17,333,252.50 | \$ 360,551.75 | \$ (18,923.80) | \$ (48,900.45) | \$ 69.11 | \$ 17,626,049.11 | | | 99.86% |
| MOTOR VEHICLE | \$ 1,706,973.00 | \$ 1,706,973.00 | \$ 1,121,984.92 | \$ - | \$ - | \$ (112.08) | \$ (5.40) | \$ 1,121,867.44 | | | 65.72% |
| SUPP. MV LEVY | \$ 175,000.00 | \$ 175,000.00 | 140,887.31 | - | - | - | - | - | \$ 140,887.31 | | 80.51% |
| SUB TOTAL | \$ 19,532,336.00 | \$ 19,532,336.00 | \$ 18,596,124.73 | \$ 360,551.75 | \$ (18,923.80) | \$ (49,012.53) | \$ 63.71 | \$ 18,888,803.86 | | | 96.71% |
| PRIOR YEARS | \$ 85,000.00 | \$ 85,000.00 | \$ 58,801.16 | \$ - | \$ (930.75) | \$ (370.21) | \$ (50.63) | \$ 57,449.57 | | | 67.59% |
| INTEREST & FEES | \$ 65,000.00 | \$ 65,000.00 | \$ 21,653.31 | \$ - | \$ - | \$ (15.00) | \$ (13.08) | \$ 21,625.23 | | | 33.27% |
| TOTAL | \$ 19,682,336.00 | \$ 19,682,336.00 | \$ 18,676,579.20 | \$ 360,551.75 | \$ (19,854.55) | \$ (49,397.74) | \$ - | \$ 18,967,878.66 | | | 96.37% |

PREVIOUS YEAR CURRENT YR LEVY COLLECTED

| | | | | | |
|-----------|-----------|-----------|------------|------------|------------|
| 7.31.2025 | 8.31.2025 | 9.30.2025 | 10.31.2025 | 11.30.2025 | 12.31.2025 |
| 2.04% | 83.75% | 93.28% | 99.86% | | |
| 1.31.26 | 2.28.2026 | 3.31.2026 | 4.30.2026 | 5.31.2026 | 6.30.2026 |
| 7.31.24 | 8.31.2024 | 9.30.2024 | 10.31.2024 | 11.30.2024 | 12.31.2024 |
| 89.16% | 105.15% | 106.56% | 106.83% | 106.89% | 103.15% |
| 1.31.25 | 2.28.2025 | 3.31.2025 | 4.30.2025 | 5.31.2025 | 6.30.2025 |
| 103.32% | 101.11% | 99.89% | 99.97% | 100.01% | 100.11% |

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2025-2026

Vendor Remit Name
Description

Voucher Batch Number: 1167

12/04/2025

ADKINS PRINTING AND STATIONERS

Vendor #
B29986

Check Group:

MINUTES BOOK WITH LETTERING - BOS

1005.041.4147.000000.56120.000000
Office Oper. Supplies - Town Clerk

Check #: 0

PO/Invoice Total:

\$234.00

Check Group:

3-HOLE LEGAL COPY PAPER

2822.000.0000.000000.20790.05074
Historical Doc. Pres. Grant

LAND RECORD PAPER 14x8.5

2822.000.0000.000000.20790.05074
Historical Doc. Pres. Grant

MINUTE BOOK PAPER 11x8.5

2822.000.0000.000000.20790.05074
Historical Doc. Pres. Grant

Check #: 0

PO/Invoice Total:

\$720.00

AIRLINE CYCLES LLC

Check Group:

VELOTRIC T1ST ELECTRIC BIKE - REGULAR SAND

2822.045.4503.000000.56100.000000
Supplies - CT DOT Grant

VELOTRIC T1ST ELECTRIC BIKE - LARGE ORANGE

2822.045.4503.000000.56100.000000
Supplies - CT DOT Grant

VELOTRIC NOMAD 2 ELECTRIC BIKE W/BASKET &
RACK - REGULAR BLUE

2822.045.4503.000000.56100.000000
Supplies - CT DOT Grant

MIRRYCLE MOUNTAIN MIRROR

2822.045.4503.000000.56100.000000
Supplies - CT DOT Grant

CANNONDALE HELMET SIZE S/M

2822.045.4503.000000.56100.000000
Supplies - CT DOT Grant

CANNONDALE HELMET SIZE L/XL

2822.045.4503.000000.56100.000000
Supplies - CT DOT Grant

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2025-2026

Vendor Remit Name
Description

Voucher Batch Number: 1167

12/04/2025

| Vendor # | QTY | PO No. | Invoice Date | Account | Amount |
|--|-----|--------|--------------------------|---|------------|
| LOCK SUNIT DEFENDER | 3 | 260744 | 103025-001 11/17/2025 | 2822.045.4503.000000.56100.000000 Supplies - CT DOT Grant | \$66.00 |
| | | | Check #: 0 | | |
| | | | PO/Invoice Total: | | \$5,000.00 |
| | | | Vendor Total: | | \$5,000.00 |
| ALLEGION ACCESS TECHNOLOGIES LLC | | T7282 | | | |
| Check Group: | | | | | |
| REPAIR ADA DOOR-OPENING DEVICE AT TOWN HALL | 1 | 260738 | 90086936 11/10/2025 | 1005.043.4399.000000.54300.000000 Repair & Maint. Services - Town Build. Oper. | \$1,361.40 |
| | | | Check #: 0 | | |
| | | | PO/Invoice Total: | | \$1,361.40 |
| | | | Vendor Total: | | \$1,361.40 |
| BDS | | | | | |
| Check Group: | | | | | |
| FIRE DEPT COPIER CONTRACT 11/5/25-2/4/26 | 1 | 0 | 383782 11/7/2025 | 1005.043.4399.000000.54300.000000 Repair & Maint. Services - Town Build. Oper. | \$100.00 |
| | | | Check #: 0 | | |
| | | | PO/Invoice Total: | | \$100.00 |
| Check Group: | | | | | |
| COPIER REPLACEMENT AT FIRE DEPT AS PER QUOTE | 1 | 260396 | 383780 10/1/2025 | 1005.043.4399.000000.57300.000000 Equipment - Town Building Oper. | \$1,179.00 |
| | | | Check #: 0 | | |
| | | | PO/Invoice Total: | | \$1,179.00 |
| | | | Vendor Total: | | \$1,279.00 |
| Becker Construction Co. | | T1333 | | | |
| Check Group: | | | | | |
| 3/8" WASHED STONE, MODIFIED RIP-RAP & 3/4" PROCESS AGGREGATE | 1 | 260794 | 40461 10/31/2025 | 1005.043.4303.000000.57500.000000 Road Repair - H.W. | \$1,448.00 |
| | | | Check #: 0 | | |

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2025-2026

Vendor Remit Name
Description

Voucher Batch Number: 1167

12/04/2025

| Vendor # | QTY | PO No. | Invoice Invoice Date | Account | Amount |
|--|-----|--------|---------------------------------------|--|------------|
| BIG Y FOOD, INC. | | | | | |
| T40356 | | | | | |
| Check Group: | | | | | |
| FOOD FOR SENIOR CENTER HALLOWEEN PARTY ON 10/30/25 | 1 | 260683 | 045-00030442611 4-IN 10/29/2025 | 1005.044.4427.000000.56010.00000 Supplies - Sen. Serv. | \$100.87 |
| FOOD FOR SENIOR CENTER HALLOWEEN PARTY ON 10/30/25 | 1 | 260683 | 045-00030442720 4-IN 10/30/2025 | 1005.044.4427.000000.56010.00000 Supplies - Sen. Serv. | \$159.96 |
| | | | | Check #: 0 | |
| | | | | PO/Invoice Total: | \$1,448.00 |
| | | | | Vendor Total: | \$1,448.00 |
| BOLLES MOTORS INC | | | | | |
| T24327 | | | | | |
| Check Group: | | | | | |
| 2018 SILVER DODGE RAM: REAR BUMPER REPLACEMENT PART & DRIVER'S DOOR HINGE | 1 | 260790 | 606543 9/30/2025 | 1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W. | \$94.75 |
| 2018 SILVER DODGE RAM: REAR BUMPER REPLACEMENT PART & DRIVER'S DOOR HINGE | 1 | 260790 | 606863 10/24/2025 | 1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W. | \$750.00 |
| | | | | Check #: 0 | |
| | | | | PO/Invoice Total: | \$844.75 |
| | | | | Vendor Total: | \$844.75 |
| BRODART CO. | | | | | |
| T1259 | | | | | |
| Check Group: | | | | | |
| BOOK POCKETS & CD LABELS | 1 | 0 | 666769 11/12/2025 | 1005.045.4501.000000.56120.00000 Office Oper. Supplies - Libr. | \$133.15 |
| | | | | Check #: 0 | |
| | | | | PO/Invoice Total: | \$133.15 |

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2025-2026

Vendor Remit Name
Description

Voucher Batch Number: 1167

12/04/2025

| Vendor # | QTY | PO No. | Invoice Date | Account | Amount |
|--|--------|--------|----------------|--------------------------------------|----------|
| 10 BOOKS | 1 | 260313 | B7091723 | 1005.045.4501.000000.56400.000000 | \$190.74 |
| | | | 10/29/2025 | Library Materials - Libr. | |
| 11 BOOKS | 1 | 260313 | B7106812 | 1005.045.4501.000000.56400.000000 | \$168.46 |
| | | | 11/19/2025 | Library Materials - Libr. | |
| Check #: 0 | | | | | |
| PO/InvoiceTotal: | | | | | \$359.20 |
| Vendor Total: | | | | | \$492.35 |
| CAPITAL REGION FIRE MARSHALS ASSOC | | | | | |
| Check Group: | | | | | |
| 2026 MEMBERSHIP DUES - W CALL | | | | | |
| 1 | 0 | | 2026 DUES | 1005.042.4219.000000.58100.000000 | \$30.00 |
| | | | 1/25/2025 | Dues & Fees - Fire Marshal | |
| Check #: 0 | | | | | |
| PO/InvoiceTotal: | | | | | \$30.00 |
| Vendor Total: | | | | | \$30.00 |
| CCM. | | | | | |
| Check Group: | | | | | |
| R MORRA LUNCH CONFERENCE REGISTRATION - D | | | | | |
| 1 | 260768 | 45439 | | 1005.041.4107.000000.53300.000000 | \$675.00 |
| | | | | Professional/Tech Services - Admin. | |
| PALAZZINI, R McKINNON, P SAWYER, E WATERS, E | | | | | |
| THORNTON, K McCANAGH, J BUTRYMOVICH, R & P | | | | | |
| MORRA | | | | | |
| R MORRA LUNCH CONFERENCE REGISTRATION - J | | | | | |
| 1 | 260768 | 45452 | 11/14/2025 | 1005.041.4107.000000.53300.000000 | \$75.00 |
| | | | | Professional/Tech Services - Admin. | |
| BAHRE | | | | | |
| Check #: 0 | | | | | |
| PO/InvoiceTotal: | | | | | \$750.00 |
| Vendor Total: | | | | | \$750.00 |
| COMCAST. | | | | | |
| Check Group: | | | | | |
| HWY DEPT INTERNET #0402 | | | | | |
| 1 | 0 | | #0402 | 1005.043.4399.000000.55300.000000 | \$150.42 |
| | | | 11/16-12/15/25 | | |
| | | | 11/9/2025 | Communications - Town Building Oper. | |

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2025-2026

Vendor Remit Name
Description

Voucher Batch Number: 1167

12/04/2025

| Vendor # | QTY | PO No. | Invoice Invoice Date | Account | Amount |
|---------------------------------------|-----|--------|--------------------------------------|---|------------|
| FIRE DEPT INTERNET #3962 | 1 | 0 | #3962 11/12-12/11/25 11/5/2025 | 1005.043.4399.000000.55300.000000 Communications - Town Building Oper. | \$128.40 |
| Check #: 0 | | | | | |
| CONNECTICUT NATURAL GAS CORP. | | | | | |
| Check Group: | | | | | |
| Heating Fuel - #1664 NRMCM SMALL TANK | 1 | 0 | HEAT 10/9-11/10/25 11/12/2025 | 1005.043.4399.000000.56210.000000 Heating Fuel - Town Building Oper. | \$774.38 |
| Heating Fuel - #9069 FIRE DEPT | 1 | 0 | HEAT 10/9-11/10/25 11/12/2025 | 1005.043.4399.000000.56210.000000 Heating Fuel - Town Building Oper. | \$528.48 |
| Heating Fuel - #1148 RST | 1 | 0 | HEAT 10/9-11/10/25 11/12/2025 | 1005.043.4399.000000.56210.000000 Heating Fuel - Town Building Oper. | \$231.21 |
| Heating Fuel - #8180 PARKS BLDG | 1 | 0 | HEAT 10/9-11/10/25 11/12/2025 | 1005.043.4399.000000.56210.000000 Heating Fuel - Town Building Oper. | \$224.43 |
| Heating Fuel - #1072 TOWN HALL | 1 | 0 | HEAT 10/9-11/10/25 11/12/2025 | 1005.043.4399.000000.56210.000000 Heating Fuel - Town Building Oper. | \$381.65 |
| Heating Fuel - #7591 LIBRARY | 1 | 0 | HEAT 10/9-11/10/25 11/12/2025 | 1005.043.4399.000000.56210.000000 Heating Fuel - Town Building Oper. | \$315.34 |
| Heating Fuel - #1461 TOWN GARAGE | 1 | 0 | HEAT 10/9-11/10/25 11/12/2025 | 1005.043.4399.000000.56210.000000 Heating Fuel - Town Building Oper. | \$193.18 |
| Check #: 0 | | | | | |
| DAWN ENTERPRISES | | | | | |
| Check Group: | | | | | |
| T3904 | | | | | |
| PO/Invoice Total: | | | | | \$2,648.67 |
| Vendor Total: | | | | | \$2,648.67 |

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2025-2026

Vendor Remit Name
Description

Voucher Batch Number: 1167

12/04/2025

| Vendor # | QTY | PO No. | Invoice Date | Account | Amount |
|--|-----|--------|----------------|--|------------|
| MEMORIAL BENCH FOR HERITAGE FARM | | | | | |
| | 1 | 260679 | 59030 | 2967.041.4159.000000.59018.000000 | \$869.00 |
| | | | 11/18/2025 | Bolton Heritage Farm Purchases made with Donations | |
| | | | | Check #: 0 | |
| Eversource. | | | | | |
| Check Group: | | | | | |
| | 1 | 0 | #5034 | 1005.043.4399.000000.56220.000000 | \$14.56 |
| | | | 10/14-11/13/25 | Electricity - Town Building Oper. | |
| | | | 11/13/2025 | | |
| | | | | Check #: 0 | |
| FIRST-ADVANTAGE OCCUPATIONAL HEALTH SV | | | | | |
| | | T24628 | | | |
| Check Group: | | | | | |
| | 1 | 0 | 2500432510 | 1005.041.4107.000000.53300.000000 | \$173.78 |
| | | | 10/31/2025 | Professional/Tech Services - Admin. | |
| | | | | Check #: 0 | |
| FLEETPRIDE | | | | | |
| | | T1173 | | | |
| Check Group: | | | | | |
| | 1 | 260793 | 130019914 | 1005.043.4303.000000.56100.000000 | \$1,284.98 |
| | | | 11/4/2025 | Repair & Maintenance Supplies - H.W. | |
| | | | | Check #: 0 | |
| FLEETPRIDE. | | | | | |
| | | T1173 | | | |
| Check Group: | | | | | |

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2025-2026

Vendor Remit Name
Description

Voucher Batch Number: 1167

12/04/2025

| Vendor # | QTY | PO No. | Invoice Invoice Date | Account | Amount |
|---|--------|------------|-----------------------------------|---------------------------------------|------------|
| ROADWATCH TEMPERATURE SENSOR REPLACEMENT KIT | | | | | |
| 1 | 260792 | 130251359 | 1005.043.4303.000000.56100.000000 | Repair & Maintenance Supplies - H.W. | \$938.65 |
| | | | | Check #: 0 | |
| | | | | PO/Invoice Total: | \$938.65 |
| | | | | Vendor Total: | \$938.65 |
| FLUID DYNAMICS LLC | | | | | |
| Check Group: | | | | | |
| O-RINGS, ATTACHMENTS & COUPLERS FOR PLOW ASSEMBLY | | | | | |
| 1 | 260755 | 994835-001 | 1005.043.4303.000000.56100.000000 | | \$271.18 |
| | | | | Repair & Maintenance Supplies - H.W. | |
| | | | | Check #: 0 | |
| | | | | PO/Invoice Total: | \$271.18 |
| | | | | Vendor Total: | \$271.18 |
| FREIGHTLINER OF HARTFORD, INC. | | | | | |
| Check Group: | | | | | |
| TRUCK #5 BULKHEAD MODULE REPLACEMENT W/PARTS, SHOP CHARGES & LABOR | | | | | |
| 1 | 260789 | 134107 | 1005.043.4303.000000.54300.000000 | | \$3,605.94 |
| | | | | Repairs & Maintenance Services - H.W. | |
| | | | | Check #: 0 | |
| | | | | PO/Invoice Total: | \$3,605.94 |
| | | | | Vendor Total: | \$3,605.94 |
| FRONTIER. | | | | | |
| Check Group: | | | | | |
| HP TELEPHONE #6926 | | | | | |
| 1 | 0 | #6926 | 1005.043.4399.000000.55300.000000 | | \$322.30 |
| | | | | 11/7-12/6/25 | |
| | | | | Communications - Town Building Oper. | |
| | | | | Check #: 0 | |
| | | | | PO/Invoice Total: | \$322.30 |
| | | | | Vendor Total: | \$322.30 |
| FULLER PAVING LLC | | | | | |
| Check Group: | | | | | |
| T40692 | | | | | |

Town of Bolton

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Voucher Batch Number: 1167

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| Vendor # | QTY | PO No. | Invoice Invoice Date | Account | Amount |
|---|-----|--------|----------------------------|---|------------|
| RELEASE OF DRIVEWAY BOND D-25-5: 19 ENRICO RD | 1 | 0 | 19 ENRICO RD 11/25/2025 | 2990.000.0000.000000.25004.000000 Other Liability - Driveway Bonds | \$1,000.00 |
| Check #: 0 | | | | | |
| PO/Invoice Total: | | | | | \$1,000.00 |
| Vendor Total: | | | | | \$1,000.00 |
| GALASSO MATERIALS LLC | | | | | |
| Check Group: | | | | | |
| FRENCH RD CONCRETE CURBING | 1 | 260791 | 503564 7/31/2025 | 1005.043.4303.000000.57500.000000 Road Repair - H.W. | \$3,132.00 |
| Check #: 0 | | | | | |
| PO/Invoice Total: | | | | | \$3,132.00 |
| Vendor Total: | | | | | \$3,132.00 |
| Georgina'S Restaurant And Banquets | | | | | |
| Check Group: | | | | | |
| POLL WORKER DINNER 7/29/25 | 1 | 0 | ORDER #214290 7/29/2025 | 1005.041.4197.000000.56120.000000 Office Oper. Supplies - Elect. | \$67.00 |
| Check #: 0 | | | | | |
| PO/Invoice Total: | | | | | \$67.00 |
| Vendor Total: | | | | | \$67.00 |
| Hartford Courant | | | | | |
| Check Group: | | | | | |
| LEGAL NOTICE - ELECTION WARNING | 1 | 260771 | 126444531000 10/31/2025 | 1005.041.4147.000000.55400.000000 Advertising - Town Clerk | \$171.12 |
| LEGAL NOTICE - BLWPCA AUDIT | 1 | 260771 | 126444531000 10/31/2025 | 1005.041.4147.000000.55400.000000 Advertising - Town Clerk | \$41.46 |
| Check #: 0 | | | | | |
| PO/Invoice Total: | | | | | \$212.58 |
| Vendor Total: | | | | | \$212.58 |
| JOURNAL INQUIRER . | | | | | |
| Check Group: | | | | | |

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2025-2026

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Voucher Batch Number: 1167

12/04/2025

| Vendor # | QTY | PO No. | Invoice Invoice Date | Account | Amount |
|---|-----|--------|-------------------------|---|----------|
| SUBSCRIPTION RENEWAL THROUGH 2/9/26 | | | | | |
| | 1 | 0 | RENEW THRU 2/9/26 | 1005.045.4501.000000.56400.00000 | \$86.00 |
| | | | 11/5/2025 | Library Materials - Libr. | |
| Check #: 0 | | | | | |
| PO/Invoice Total: \$86.00 | | | | | |
| Vendor Total: \$86.00 | | | | | |
| Kahn Tractor & Equipment, Inc | | | | | |
| Check Group: B3892 | | | | | |
| | 1 | 0 | IV76335A | 1005.043.4303.000000.56100.00000 | \$132.72 |
| | | | 11/12/2025 | Repair & Maintenance Supplies - H.W. | |
| Check #: 0 | | | | | |
| PO/Invoice Total: \$132.72 | | | | | |
| Vendor Total: \$809.41 | | | | | |
| Kubota Cutting Edge W/Bushings, Electrical Cable & Hardware | | | | | |
| Check Group: | | | | | |
| | 1 | 260788 | IV76802 | 1005.043.4303.000000.56100.00000 | \$809.41 |
| | | | 11/12/2025 | Repair & Maintenance Supplies - H.W. | |
| Check #: 0 | | | | | |
| PO/Invoice Total: \$809.41 | | | | | |
| Vendor Total: \$942.13 | | | | | |
| Kathryn Cannon | | | | | |
| Check Group: | | | | | |
| | 1 | 0 | 11/12/25 CLERK | 1005.041.4153.000000.53100.00000 | \$100.00 |
| | | | 11/14/2025 | Official/Admin Services - Planning & Zoning | |
| | 1 | 0 | 11/18/25 CLERK | 1005.041.4107.000000.53100.00000 | \$100.00 |
| | | | 11/20/2025 | Official/Administrative Services - Admin. | |
| | 1 | 0 | 11/18/25 CLERK | 1005.041.4107.000000.53100.00000 | \$75.00 |
| | | | 11/20/2025 | Official/Administrative Services - Admin. | |
| Check #: 0 | | | | | |
| PO/Invoice Total: \$275.00 | | | | | |
| Vendor Total: \$275.00 | | | | | |

Town of Bolton

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Vendor Remit Name
Description

Voucher Batch Number: 1167

12/04/2025

| Vendor # | QTY | PO No. | Invoice Invoice Date | Account | Amount |
|---|--------|--------|-------------------------|--|----------|
| T1158 | | | | | |
| LOWES BUSINESS ACCOUNT | | | | | |
| Check Group: | | | | | |
| FILTERS & EMERGENCY LIGHTS | | | | | |
| 1 | 0 | | 84734 | 1005.043.4399.000000.56100.000000 | \$126.96 |
| | | | 10/22/2025 | Supplies - Town Building Oper. | |
| | | | | Check #: 0 | |
| | | | | PO/Invoice Total: | \$126.96 |
| Check Group: | | | | | |
| SPLIT RAILS | | | | | |
| 1 | 260722 | | 93112 | 1005.043.4399.000000.56100.000000 | \$228.48 |
| | | | 11/6/2025 | Supplies - Town Building Oper. | |
| | | | | Check #: 0 | |
| | | | | PO/Invoice Total: | \$228.48 |
| Check Group: | | | | | |
| LUTZ CHILDREN'S MUSEUM | | | | | |
| T3354 | | | | | |
| Check Group: | | | | | |
| 2026 MUSEUM PASS RENEWAL - NEW EXP 12/31/26 | | | | | |
| 1 | 260753 | | 2026-032 | 2822.000.0000.000000.20785.000000 | \$237.00 |
| | | | 11/1/2025 | Library - Connecticut Exchange Account | |
| | | | | Check #: 0 | |
| | | | | PO/Invoice Total: | \$237.00 |
| Check Group: | | | | | |
| MANCHESTER AWNING & CANVAS, LLC | | | | | |
| Check Group: | | | | | |
| SENIOR CTR AWNING: FALL TAKE-DOWN | | | | | |
| 1 | 260723 | | 20250863 | 1005.044.4427.000000.54300.000000 | \$295.00 |
| | | | 11/4/2025 | Repairs & Maint. Services - Sen. Serv. | |
| | | | | Check #: 0 | |
| | | | | PO/Invoice Total: | \$295.00 |
| Check Group: | | | | | |
| MARY JOHNSTON | | | | | |
| Check Group: | | | | | |
| CLERK - INLAND WETLANDS MEETING 11/18/25 | | | | | |
| 1 | 0 | | 11/18/25 CLERK | 1005.041.4163.000000.53100.000000 | \$100.00 |
| | | | 11/20/2025 | Official/Admin Services-Inland/Wetland | |

Town of Bolton

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Voucher Batch Number: 1167

12/04/2025

| Vendor # | QTY | PO No. | Invoice Invoice Date | Account | Amount |
|--|-----|--------|---------------------------------|---|------------------------------|
| MELISSA WESTOVER | | | | | |
| Check Group: | | | | | |
| BASKETBALL REFUND DUE TO PARTICIPANT'S INJURY | 1 | 0 | BASKETBALL REFUND 11/14/2025 | 2970.045.4503.300103.44709.00000 Youth Basketball - Recreation Fees | \$150.00 |
| Check #: 0 | | | | | PO/Invoice Total: \$100.00 |
| | | | | | Vendor Total: \$100.00 |
| MIDWEST TAPE | | | | | |
| Check Group: | | | | | |
| 1 BLU-RAY, 1 DVD | 1 | 260317 | 508034194 11/14/2025 | 1005.045.4501.000000.56400.00000 Library Materials - Libr. | \$46.48 |
| Check #: 0 | | | | | PO/Invoice Total: \$150.00 |
| | | | | | Vendor Total: \$150.00 |
| MONROE TRACTOR & IMPLEMENT CO, INC. | | | | | |
| Check Group: | | | | | |
| CASE BACKHOE LOADER SERVICE CALL: PARTS, LABOR & SHOP SUPPLIES | 1 | 260795 | W06614 11/6/2025 | 1005.043.4303.000000.54300.00000 Repairs & Maintenance Services - H.W. | \$1,805.83 |
| Check #: 0 | | | | | PO/Invoice Total: \$1,805.83 |
| | | | | | Vendor Total: \$1,805.83 |
| NAPA AUTO PARTS | | | | | |
| Check Group: | | | | | |
| EXHAUST PARTS FOR 2016 DODGE RAM | 1 | 0 | 412257 8/15/2025 | 1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W. | \$99.87 |

Town of Bolton

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| Vendor # | QTY | PO No. | Invoice Invoice Date | Account | Amount |
|---|-----|--------|-------------------------|--|------------|
| SPEEDY DRY | 1 | 0 | 421842 11/19/2025 | 1005.043.4399.000000.56100.00000 Supplies - Town Building Oper. | \$11.44 |
| Check #: 0 | | | | | |
| PO/InvoiceTotal: | | | | | \$111.31 |
| Check Group: | | | | | |
| BATTERIES FOR YELLOW TRACTOR + CORE DEPOSIT | 1 | 260754 | 408863 7/15/2025 | 1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W. | \$335.56 |
| Check #: 0 | | | | | |
| PO/InvoiceTotal: | | | | | \$335.56 |
| Check Group: | | | | | |
| OIL, FILTERS & MISC SUPPLIES | 1 | 260780 | 421757 11/18/2025 | 1005.043.4399.000000.56100.00000 Supplies - Town Building Oper. | \$557.39 |
| CREDIT - DISCOUNT FOR 3 OIL FILTERS PURCHASED ON INV #421757 | 1 | 260780 | 421808 11/18/2025 | 1005.043.4399.000000.56100.00000 Supplies - Town Building Oper. | (\$3.69) |
| Check #: 0 | | | | | |
| PO/InvoiceTotal: | | | | | \$553.70 |
| Vendor Total: | | | | | \$1,000.57 |
| NEXT-GEN SUPPLY GROUP LLC | | | T1651 | | |
| Check Group: | | | | | |
| HOUSEHOLD PAPER TOWELS KLE855305 | 6 | 260779 | 540991A 11/20/2025 | 1005.043.4399.000000.56100.00000 Supplies - Town Building Oper. | \$232.08 |
| CT-W C-FOLD WHITE PAPER TOWELS | 6 | 260779 | 540991A 11/20/2025 | 1005.043.4399.000000.56100.00000 Supplies - Town Building Oper. | \$219.90 |
| BATH TISSUE SCA2461200 | 8 | 260779 | 540991A 11/20/2025 | 1005.043.4399.000000.56100.00000 Supplies - Town Building Oper. | \$719.16 |
| Check #: 0 | | | | | |
| PO/InvoiceTotal: | | | | | \$1,171.14 |
| Vendor Total: | | | | | \$1,171.14 |
| NORTHEAST AQUATIC RESEARCH | | | | | |

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| Vendor # | QTY | PO No. | Invoice Invoice Date | Account | Amount |
|---|-----|--------|--------------------------|---|------------|
| Check Group: | | | | | |
| 10/15/25 LAB ANALYSIS - LOWER BOLTON LAKE WATER SAMPLE NUTRIENT ANALYSES | 1 | 0 | 25-192 | 1005.041.4107.000000.53300.000000 | \$163.00 |
| | | | 11/17/2025 | Professional/Tech Services - Admin. | |
| | | | | Check #: 0 | |
| | | | | PO/Invoice Total: | \$163.00 |
| | | | | Vendor Total: | \$163.00 |
| Novus Insight, Inc | | | | | |
| Check Group: | | | | | |
| OCTOBER 2025 PROJECTS | 1 | 0 | 24878 | 1005.041.4107.000000.53300.000000 | \$1,320.00 |
| | | | 10/31/2025 | Professional/Tech Services - Admin. | |
| MICROSOFT SUBSCRIPTION EXCHANGE ONLINE PLAN | 1 | 0 | 24916 | 1005.041.4107.000000.53300.000000 | \$61.16 |
| | | | 11/22/2025 | Professional/Tech Services - Admin. | |
| | | | | Check #: 0 | |
| | | | | PO/Invoice Total: | \$1,381.16 |
| | | | | Vendor Total: | \$1,381.16 |
| PATRICE L CARSON | | | | | |
| Check Group: | | | | | |
| TOWN PLANNER CONTRACTED SERVICES 11/10-11/23/25 | 1 | 260137 | PERIOD11/10-11/ 23/25 | 1005.041.4151.000000.53300.000000 | \$4,275.00 |
| | | | 11/23/2025 | Professional/ Tech Serv - Build. & Land Use | |
| | | | | Check #: 0 | |
| | | | | PO/Invoice Total: | \$4,275.00 |
| | | | | Vendor Total: | \$4,275.00 |
| PETE'S TIRE BARN, INC. | | | | | |
| Check Group: | | | | | |
| NEW TIRES FOR RED FORD EXPLORER INCLUDING MOUNTING/DISMOUNTING | 1 | 260787 | 200466 | 1005.043.4303.000000.54300.000000 | \$707.44 |
| | | | 11/19/2025 | Repairs & Maintenance Services - H.W. | |
| | | | | Check #: 0 | |
| | | | | PO/Invoice Total: | \$707.44 |

Town of Bolton

Voucher Detail Listing

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Voucher Batch Number: 1167

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| Vendor # | QTY | PO No. | Invoice Invoice Date | Account | Amount |
|--|--------|--------|-------------------------|--|------------|
| PHOENIX ENVIRONMENTAL LAB INC. | | | | | |
| Check Group: T1250 | | | | | |
| HERRICK PARK WATER TEST | | | | | |
| 1 | 0 | | 1310728 | 1005.043.4399.000000.54300.00000 | \$155.00 |
| | | | 11/20/2025 | Repair & Maint. Services - Town Build. Oper. | |
| TOWN HALL WATER TEST | | | | | |
| 1 | 0 | | 1310837 | 1005.043.4399.000000.54300.00000 | \$155.00 |
| | | | 11/20/2025 | Repair & Maint. Services - Town Build. Oper. | |
| Check #: 0 | | | | | |
| PO/Invoice Total: | | | | | \$310.00 |
| Vendor Total: | | | | | \$310.00 |
| PITNEY BOWES GLOBAL FINANCIAL SERV LLC | | | | | |
| Check Group: | | | | | |
| TOWN HALL POSTAGE METER CONTRACT | | | | | |
| 1 | 0 | | 3321566472 | 1005.043.4399.000000.54300.00000 | \$846.12 |
| | | | 11/10/2025 | Repair & Maint. Services - Town Build. Oper. | |
| FINANCE DEPT POSTAGE METER CONTRACT | | | | | |
| 1 | 0 | | 3321566472 | 1005.043.4399.000000.54300.00000 | \$179.40 |
| | | | 11/10/2025 | Repair & Maint. Services - Town Build. Oper. | |
| Check #: 0 | | | | | |
| PO/Invoice Total: | | | | | \$1,025.52 |
| Vendor Total: | | | | | \$1,025.52 |
| RAINBOW GRAPHICS INC | | | | | |
| Check Group: | | | | | |
| BASKETBALL T-SHIRTS: 2 ORDERS | | | | | |
| 1 | 260769 | | 26201 | 2970.045.4503.300103.56120.00000 | \$3,069.50 |
| | | | 11/13/2025 | Youth Basketball - General Supplies | |
| Check #: 0 | | | | | |
| PO/Invoice Total: | | | | | \$3,069.50 |
| Vendor Total: | | | | | \$3,069.50 |
| STANDARD INSURANCE COMPANY. | | | | | |
| Check Group: | | | | | |

Town of Bolton

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Voucher Batch Number: 1167

12/04/2025

TOWN LIFE INSURANCE - DEC 2025

| Vendor # | QTY | PO No. | Invoice Invoice Date | Account | Amount |
|----------|-----|--------|-------------------------|--|----------|
| | 1 | 0 | 10857433 11/11/2025 | 1005.041.4141.000000.52100.000000 Life Insurance - Empl. Bene | \$214.18 |

Check #: 0

PO/Invoice Total: \$214.18
Vendor Total: \$214.18

THE BOSTON GLOBE

Check Group:

NEWSPAPER SUBSCRIPTION RENEWAL THROUGH
12/20/25

| | | | | | |
|--|---|---|--------------------------------------|--|---------|
| | 1 | 0 | RENEW THRU 12/20/25 11/10/2025 | 1005.045.4501.000000.56400.000000 Library Materials - Libr. | \$33.90 |
|--|---|---|--------------------------------------|--|---------|

Check #: 0

PO/Invoice Total: \$33.90
Vendor Total: \$33.90

TOWN OF MANCHESTER.

Check Group:

PROBATE COURT COST SHARE 7/1/25-6/30/26

| | | | | | |
|--|---|---|-------------------------------------|--|------------|
| | 1 | 0 | PROBATE JUL25-JUN26 11/7/2025 | 1005.041.4161.000000.55010.000000 Other Contracts - Probate | \$6,365.00 |
|--|---|---|-------------------------------------|--|------------|

Check #: 0

PO/Invoice Total: \$6,365.00
Vendor Total: \$6,365.00

USA Mechanical & Energy Services, LLC

Check Group:

BCS ENERGY MANAGEMENT SYSTEM UPGRADES:
NOV 2025

| | | | | | |
|--|---|--------|----------------------|--|-------------|
| | 1 | 260533 | 241941 11/19/2025 | 2960.049.4901.000000.25753.000000 Other Liabilities - Phase II Energy Mgmt System | \$49,288.01 |
|--|---|--------|----------------------|--|-------------|

Check #: 0

PO/Invoice Total: \$49,288.01
Vendor Total: \$49,288.01

VALSOFT.

Check Group:

T1079

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2025-2026

Vendor Remit Name
Description

Voucher Batch Number: 1167

12/04/2025

MONTHLY HOSTED SOLUTION - NOV 2025

| Vendor # | QTY | PO No. | Invoice Invoice Date | Account | Amount |
|----------|-----|--------|--------------------------|---|----------|
| | 1 | 260132 | INV-505300 11/11/2025 | 1005.041.4147.000000.53520.000000 Other Contracts - Town Clerk | \$682.00 |

Check #: 0

PO/Invoice Total: \$682.00
Vendor Total: \$682.00

Verizon Wireless

Check Group:

FIRE DEPT CELL PHONE

| | | | | |
|---|---|-------------------------|--|----------|
| 1 | 0 | 6127798421 11/7/2025 | 1005.042.4203.000000.55300.000000 Communications - Fire Comm. | \$135.76 |
|---|---|-------------------------|--|----------|

Check #: 0

PO/Invoice Total: \$135.76
Vendor Total: \$135.76

WILLIAMS SCOTSMAN INC

Check Group:

MODULAR BUILDING RENTAL 11/17-12/14/25

| | | | | |
|---|---|--------------------------|--|------------|
| 1 | 0 | 9025017452 11/17/2025 | 2960.049.4901.000000.25744.000000 Other Liabilities-Modular Offices | \$3,641.79 |
|---|---|--------------------------|--|------------|

Check #: 0

PO/Invoice Total: \$3,641.79
Vendor Total: \$3,641.79
Grand Total: \$104,996.64

End of Report

BUDGET TRANSFER REQUEST

TO

BOARD OF SELECTMEN

BUDGET: Town Buildings Operations

Transfer \$ 2,820.24 from category Seasonal Payroll to category Payroll

(within budget) from 1005-043-4399-000000-51620-00000 to 1005-043-4399-000000-51610-00000


Transfer \$ _____ from Budget _____ to Budget _____

From category _____ to category _____

From 1005-____-____-000000-____00000 to 1005-____-____-000000-____00000

Other \$ _____

Explanation: Funds are needed to cover raises and Longevity payments



Facilities Director Title

11/24/25 Date

Board of Selectmen

Approved

Comments:

Yes NO

| | | |
|-------|-------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Date: _____

HIGHLIGHTS DECEMBER 2025 BOS MEETING

SUBMITTED BY: James Rupert

Respectfully submitted
James Rupert Town Administrator

- Met with Superintendent Caruso regarding payroll services and a building committee for the school roof. He expressed dismay over the fact that ADP will not be able to make pension contributions. We will discuss it further at a later date. We discussed disbanding the formerly approved school roof building committee and forming a new one. Our recommendation is part of the agenda for consideration. We hope the BOS can act at their next meeting.
- Met with CRCOG Transportation staff regarding RT 44/6/384 interchange. They will be able to have draft plans available after they discuss this with CONN DOT and town staff discuss the proposed plan with one property owner whose property may be affected by a future project if it gets approved.
- Participated in the Eastern Highlands health District finance committee meeting.
- Participated in the CRCOG policy board meeting.
- Participated in three CRCOG legislative committee meetings.
- John Butrymovich attended the Central Connecticut Solid Waste Association meeting on my behalf, and they discussed a new program for cylinder recycling.
- We executed an agreement for the cylinder recycling program which will have a small cost savings.
- Met with Deb Livingston regarding another Ground Hog Day Road Race.
- We have sent budget letters and forms to all department heads.
- The capital budget process on the staff side is well underway.
- I have been advocating for the Health District to lead a regional project for the district towns to use opioid settlement funds in a manner that supports what local prevention councils are doing. We had a kickoff meeting to discuss the overall plan and will meet with the LPC to discuss supporting projects and collaboration.
- We have provided information to STV regarding the facilities study.
- I am working with the Town Attorney on executing the Manitou contract for the Fire Department strategic plan.
- We are working on the Aquatic Invasive Species Grant application with support from New England Aquatics who is our lake consultant.
- We are collecting dollar values for the short-listed projects on the list for the parks and rec grant.
- I attended a meeting regarding insurance rates for next year. The expectation is around 14% to 15% increase. We will get an update in January and March.
- Working on defining a dry hydrant easement at 890 Boston Turnpike with Joe Dillon and Chief Dixon.
- I have requested a meeting with Tighe & Bond with no response as of 11/25/25.

- I had a meeting with Linda Stavitsky regarding streamlining processes within the finance department. Linda has been a long-time consultant for Bolton and has been our interim Finance Director a couple of times.
- We are actively working with Tyler on mapping supervisors in the financial software system so we can provide staff training.
- We have onboarded a new clerk who will provide clerk services for the Conservation Commission.
- We have received the cemetery maps and are working with staff to check accuracy of labeling on maps.
- We created a grant board to help us track grant funded projects, next steps and milestones. We will be working on putting this into the form of a document that can be easily updated and shared.
- We have two applications pending with the Wetlands Commission and will attend a third meeting in December.
- We are actively working on the annual report.

Respectfully Submitted,

James Rupert

**TOWN OF BOLTON
NEW BOARD ROUNDTABLE MEETING
TUESDAY, NOVEMBER 18, 2025, IMMEDIATELY
FOLLOWING THE BOARD OF SELECTMEN MEETING
TOWN HALL & ZOOM
MINUTES**

Board of Selectmen Present In-Person: First Selectman Rodney Fournier, Gwen Marrion, Tim Sadler, Mather Clarke, David Cowles, Bryce Aaronson

Board of Selectman Present via Zoom: Robert DePietro

Former Board of Selectmen Present In-Person: Former Deputy First Selectman Robert Morra, Amanda Gordon

Staff Present In-Person: Town Administrator James Rupert

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 6:53 p.m.

2. Discussion on Board Goals

R. Fournier invited Former Deputy Selectman R. Morra and Former Member Amanda Gordon to join the discussion. He explained that the purpose of the meeting is to discuss the goals and priorities that were created by the Board of Selectmen (BOS) during a retreat led by Former Town Manager of Coventry John Elssesser. The members were provided with copies of the goals for review.

Before discussing the goals, R. Fournier and J. Rupert provided an overview of the following requirements and guidelines for incoming members:

- Information on cybersecurity training and phishing tests
- Information on what constitutes a quorum and an admonition to be careful of how many members are meeting together at one time. Caucus meetings within a specific party are allowed at any time.
- Copying all board members in an e-mail, text, or other online communications constitutes a meeting and is prohibited. Guidelines were provided on how to copy communications without creating a quorum.
- Using caution in electronic communications and utilizing designated Town of Bolton e-mail addresses as board member communications are subject to FOIA requests.
- Recording or documenting Executive Session discussions in any form is strictly prohibited; no notes or materials may be used to record the meetings.

R. Fournier highlighted the main priorities and goals of the Board of Selectmen as follows:

Infrastructure:

Water and Sewer Improvements on Route 44: R. Fournier reported that the Town has been coordinating with the Town of Manchester and the Manchester Water and Sewer Department to bring water to Route 44. The latest discussion included challenges in obtaining sufficient water capacity from the existing wells. R. Fournier explained that efforts are underway to improve the capacity through fracking to expanding well production. He noted that water service to the Shady Glen area will require costly infrastructure, including a pump station and a water tower. The Town plans to seek grants and assistance from local businesses and developers to assist with funding the project.

R. Morra added that businesses interested in developing the area have offered funding contributions between \$300,000 to \$500,000. He also noted that the sewer and natural gas are sufficient for significant development. A. Gordon mentioned that grant opportunities through the State will become available in 2028, including funding for water infrastructure.

J. Rupert reported that meetings with Manchester and the Water and Sewer Authority the Town are ongoing as well as meetings with residential developers and businesses interested in investing in the infrastructure. Staff is proposing that the work be conducted in phases beginning with extending water to the Cider Mill property, then up the hill, and ending in Coventry. The Board discussed the potential need for zoning changes, the impact of increased traffic, and the importance of including affordable housing units in any future development plans.

Route 6 and 44 Intersection: R. Fournier explained that the original plan was to reconstruct the entire intersection at a cost of approximately \$100M. However, the Capitol Region Council of Governments (CROG) has recently developed an alternative plan to add an interchange at the intersection, at half the cost, that they will present to the Connecticut Department of Transportation (CTDOT) on behalf of the Town. Staff is meeting with CROG tomorrow to finalize the plans.

A. Gordon asked if input from the public should be solicited prior to presenting the plan to CTDOT. R. Morra replied that it would be best to wait until the plans have the support of CTDOT since they will likely make numerous changes before the plan is finalized. B. Aaronson asked if the water infrastructure improvements could take place simultaneously with the intersection improvements. The Board agreed that it would make sense to do them at the same time.

Facility Needs:

R. Fournier noted that one of the goals is to increase town and community space and highlighted current expansion efforts to Rooms A and B at the Notch Road Municipal Center for voting, meetings, and other events. J. Rupert added that a preliminary design has been created with input from the Registrar of Voters, the Recreation Department, and the Senior Center to incorporate their needs into the design. The plan is to create a large, open space that can be divided with partitions to create two smaller spaces as needed.

R. Fournier reported that a Facilities Study is underway that will address maintenance needs in existing buildings and provide an outline of Town assets that will be helpful in securing funding opportunities.

Economic Development:

J. Rupert explained that the Planning and Zoning Commission (PZC) has been working on updating zoning regulations, and he is working on scheduling the annual meeting between the BOS and Land Use employees. A. Gordon asked for a summary outlining the regulation changes, particularly those intended to be more business-friendly. J. Rupert will request a summary from Patrice Carson and provide it to the Board.

Governance:

In discussing improvements to grant funding capability, A. Gordon recommended hiring an individual to assist with finding grants for the Town, whether on a part-time, full-time, contracted or shared basis with another town. J. Rupert explained that grants require significant paperwork and maintenance and shared concerns about taking on more grants. R. Fournier agreed and noted the limited capacity of the Town to take on additional projects and provide matching funds. A. Gordon acknowledged the challenges but expressed concern about missing out on important grant funding opportunities. J. Rupert noted that he been utilizing staff to write grants and reported that they have been successful in securing funding.

Community Communications:

R. Fournier highlighted the Bolton Bulletin and Connecticut's Countryside website as the current channels of communication with residents. The Board discussed surveying residents on additional methods of communication that should be implemented to increase more effective engagement with the community. The Board agreed to assign the initiative to a subcommittee. R. Fournier noted that the BOS will continue to hold Coffee and Conversation meetings one hour before Finance Committee meetings when the budget review process begins. The Board also discussed quarterly supervisor meetings and meetings with the Board of Education. G. Marrion asked J. Rupert to keep the Board apprised of discussions with the Board of Education.

Schools:

R. Fournier reported that collaboration has increased between the School and Town Administrations as outlined in the goals.

Public Safety:

R. Fournier noted that a public safety study is in progress and is currently under review by the Town Attorney. Once approved, a subcommittee will be formed to work with the consultant. J. Rupert recommended forming a Facilities and Public Safety subcommittee with representation from both the police and fire departments. The study will address the strategic plan for the fire department, facilities, personnel, and equipment to determine future fire department needs and will begin in December. R. Fournier highlighted the work of volunteer firefighters and thanked them for their service to the Town.

R. Fournier reported positive administration changes that recently occurred within the Connecticut State Police. G. Marrion asked about the efforts to join police services with other towns. J. Rupert explained that statutory and contractual limitations prevent shared policing models, except in very serious instances such as a trooper under fire.

G. Marrion recommended that members utilize the work plan that A. Gordon created after the retreat which outlines tasks, next steps, board member assignments, and deadlines for achieving the Town's goals. New members were also advised on submitting agenda items and the agenda approval process.

The discussion concluded at 8:03 p.m.

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 MEETING – A/P
TUESDAY, NOVEMBER 18, 2025, 6:00 P.M.
NEW BOARD ROUNDTABLE IMMEDIATELY
FOLLOWING A/P MEETING
TOWN HALL & ZOOM
MINUTES**

Board of Selectmen Present In-Person: First Selectman Rodney Fournier, Deputy First Selectman Gwen Marrion, Tim Sadler, Mather Clarke, David Cowles, Bryce Aaronson

Board of Selectman Present via Zoom: Robert DePietro

Former Board of Selectmen Present In-Person: Former Deputy First Selectman Robert Morra, Amanda Gordon

Staff Present In-Person: Town Administrator James Rupert

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 6:00 p.m. , congratulated the new board members, and announced that a New Board Roundtable Meeting will immediately follow to discuss Board goals.

2. Public Comment

Former Board of Selectmen Member Amanda Gordon reported that, during the referendum season, the public requested increased budget transparency. She recommended using an updated budget template with columns for unaudited actuals from the past two years (FY2025 and FY2026).

A. Gordon also proposed including detailed justifications showing how individual amounts add up to the totals presented in the columns. She noted that updated templates will need to be created for each department, and staff should complete the forms in Excel rather than PDF to retain the formulas. A. Gordon recommended that both the Town and the Board of Education include non-union and supervisor wages.

The Board discussed whether to add the proposal to the next agenda for input from Chief Financial Officer Jill Collins and Finance Committee Chairman Ross Lally or to allow the changes to be handled administratively. The Board agreed to add the item to the December 2, 2025 agenda.

G. Marrion requested an update on the town administrator and department head review information. R. Fournier stated that he is still working on the request. G. Marrion asked if the department head reviews are available for review. J. Rupert stated that he can provide individual reviews or compile an executive summary. G. Marrion requested the individual written reviews as required by the Charter.

G. Marrion suggested the appointment of a Deputy First Selectman. R. Fournier stated that he will add the item to the next agenda. B. Aaronson noted that the Charter requires the meeting to be held at the first meeting with new members and must take place today.

G. Marrion MOVED to ADD the Appointment of Deputy First Selectman as Agenda Item 2(a). B. Aaronson SECONDED. MOTION CARRIED 7:0:0.

a. Appointment of Deputy First Selectman to the Board of Selectmen

B. Aaronson MOVED to nominate G. Marrion to serve as Deputy First Selectman. D. Cowles SECONDED. MOTION CARRIED 4:3:0 (R. Fournier, T. Sadler, and M. Clarke Opposed).

M. Clarke MOVED to nominate T. Sadler to serve as the Deputy First Selectman. R. Fournier SECONDED.
MOTION FAILED: 3:4:0 (G. Marrion, B. Aaronson, D. Cowles, and R. DePietro Opposed).

R. Fournier congratulated Gwen Marrion on her appointment as Deputy First Selectman.

3. Discuss and Possibly Act on Tighe & Bond Runover of \$7500.00

R. Fournier reported that Tighe & Bond has requested an \$7,500.00 to cover overage charges and noted the Board can approve, deny, or negotiate the charges. T. Sadler added that the overage stems from work contracted to Stamford Wrecking, which took longer than expected to complete. He stated that the company should have requested approval in writing before approving any additional hours to complete the work.

The Board discussed their disappointment in the company's failure to seek approval in advance and the impact that their actions, as well as the decision by the Board, could have on future projects. The members agreed that negotiating the charges would be in the best interest of both parties.

T. Sadler MOVED to allow the Town Administrator the executive authority to negotiate the additional charges with Tighe & Bond and provide them with an opportunity to withdraw the request.

G. Marrion requested an Amendment to the Motion to include a maximum negotiation amount of 50 percent.

T. Sadler MOVED to AMEND the Motion to allow the Town Administrator the executive authority to negotiate the additional charges with Tighe & Bond in an amount not exceed half of the requested amount of \$7,500.00.

G. Marrion SECONDED. MOTION CARRIED 6:1:0 (R. DePietro Opposed).

4. Consider and Act on A/P

T. Sadler MOVED to APPROVE the A /P Report in the amount of \$242,200.00. M. Clarke SECONDED.

G. Marrion questioned the monthly amount being charged by Brown and Brown Insurance Services, Inc. J. Rupert explained that the company provides significant savings for the town through their proactive efforts in securing the best health insurance rates, solving complex issues, and providing support to the Town.

G. Marrion asked about the dust charges from Read Custom Soils. J. Rupert stated that the company dusted the connectivity trail with more stable and sustainable soil that includes polymer and made repairs to the trail.

D. Cowles asked if the Town has recovered the cost of boarding up the house in Birch Mountain. J. Rupert replied that a lien has been placed on the property, and the \$1,500 cost will be recovered when the property transfers ownership.

MOTION CARRIED 7:0:0.

5. Consider and Act on Budget Transfers:

There were no Budget Transfers requiring Board approval. G. Marrion advised the new members that transfer requests under \$2,000.00 do not require Board approval.

6. Approval of Minutes:

a. October 21, 2025 – A/P Regular Meeting

T. Sadler MOVED to APPROVE the October 21, 2025 A/P Regular Meeting minutes as written. M. Clarke SECONDED.

G. Marrion requested clarification on the higher base fee of \$2000.00 in Paragraph 3 of Item No. 2. Board Clerk Kacie Cannon clarified that the amount was meant to serve as an example of a retainer amount, not a decided upon amount. J. Rupert added that the amount is correct for technical and professional fees. He explained that the Planning and Zoning Commission collects a retainer of \$2,000.00 at the time of application when professional and technical legal fees are anticipated.

MOTION CARRIED 4:3:0 (B. Aaronson, D. Cowles, and R. DePietro Abstained).

b. November 3, 2025 – Regular Meeting

T. Sadler MOVED to APPROVE the November 3, 2025 A/P Regular Meeting minutes as written. M. Clarke SECONDED.

G. Marrion pointed out that “December 18, 2025” should have been listed as “November 18, 2025” under Item No. 11.

MOTION CARRIED 4:3:0 (B. Aaronson, D. Cowles, and R. DePietro Abstained).

R. Fournier moved Item No. 7 Discussion on Board Goals to Item No. 9(b) and renumbered the remainder of the Agenda.

7. Sub Committee Assignments To Be Determined

a. Finance & Administration Subcommittee (Contracts, Salaries, Benefits) (Rodney, Gwen, Mather, Tim, Jim – Committee is Full

G. Marrion MOVED to ADD B. Aaronson to the Finance & Administration Subcommittee. D. Cowles SECONDED.

J. Rupert shared concerns about inadvertently creating a quorum and turning a subcommittee meeting into a Board meeting if another member is added. R. Fournier noted that he serves as an ex-officio member and does not vote. J. Rupert stated that the member could be added provided the meeting notice is posted correctly.

MOTION CARRIED 7:0:0.

b. Facilities & Public Safety Committee (Rodney, Gwen, Tim, Jim) – (1) position available

G. Marrion MOVED to ADD R. DePietro to the Facilities & Public Safety Subcommittee. D. Cowles SECONDED.

MOTION CARRIED 7:0:0.

c. Human Resources/Personnel Subcommittee (Personnel Policies) (Rodney, Mather, Jim) – 2 positions available

G. Marrion MOVED to ADD R. DePietro and B. Aaronson to the Human Resources/Personnel Subcommittee. D. Cowles SECONDED. MOTION CARRIED 7:0:0.

8. Finance Committee:

a. (2 positions available and need to be filled by BOS)

R. Fournier noted that two positions need to be filled consisting of one Democrat and one Republican.

G. Marrion MOVED to ADD D. Cowles to the Finance Committee as a Democrat member. R. DePietro SECONDED. MOTION CARRIED 7:0:0.

T. Sadler MOVED to ADD R. Fournier to the Finance Committee as a Republican member. R. Fournier SECONDED. MOTION CARRIED 7:0:0.

9. Discussion on Board Goals

a. The Board agreed to discuss this item during the New Board Roundtable meeting immediately following Adjournment.

10. Adjournment

G. Marrion MOVED to ADJOURN the meeting at 6:53 p.m. B. Aaronson 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.