

**TOWN OF BOLTON
BOARD OF SELECTMEN MEETING
TUESDAY, APRIL 8, 2025, 6:30 P.M.
SENIOR CENTER & ZOOM
MINUTES**

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

Staff Present In-Person: Town Administrator James Rupert

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

2. Consider and Act on A/P

P. Sawyer MOVED to APPROVE the A/P Report in the amount of \$93,594.34 as presented. R. Morra SECONDED.

Discussion: A. Gordon asked about the sign post purchase on Page 6. J. Rupert explained that the charge is for special posts for stop signs and street signs that break away at the ground. A. Gordon asked about the truck repair on Page 10. J. Rupert stated that one of the big trucks in the Highway garage needed repairs that could not be completed in-house. A. Gordon asked about the \$6,000.00 charge for the cemetery wall and asked if the quote previously came before the Board for approval. J. Rupert replied that it did not and noted that the total bill was originally \$9,000.00 but the Town has paid \$3,000.00 on it so far. A. Gordon asked if the inspection charge for the convenience store on Page 16 is a result of failing the first inspection, and J. Rupert confirmed that it is. A. Gordon asked about the charges from NOVUS on Page 17. J. Rupert stated that the charges were for replacement computers, screens, and a kiosk desktop.

G. Marrion asked about the excavator charges on Page 19. J. Rupert explained that those charges are from the first quarter and noted that a separate page has been included in the packet for the second quarter. He noted that he received an e-mail from the company requesting his signature on the quarterly billing agreement today.

MOTION CARRIED 7:0:0.

P. Sawyer MOVED to APPROVE the second voucher in the amount of \$10,016.67 for the excavator payment.
_____ SECONDED.

Discussion: A. Gordon asked for further clarification on the e-mail J. Rupert received from the excavator company. He stated that it was in reference to signing the agreement for quarterly billing. He added that he has asked the Finance Department to send the check to the Selectmen's Office so he can mail it as soon as he receives the invoice.

MOTION CARRIED 7:0:0.

P. Sawyer MOVED to APPROVE the Deferred Tax Revenue as presented in the amount of \$1,465.37.
_____ SECONDED. MOTION CARRIED 7:0:0.

3. Consider and Act on Budget Transfers

No action was required.

4. Consider and Act on Fine Free Libraries Request

P. Sawyer MOVED to APPROVE going fine-free for the libraries for the foreseeable future. T. Sadler SECONDED.

Discussion: A. Gordon requested that the motion be amended to clarify that the fine-free policy is only for later book returns and not lost or stolen materials.

P. Sawyer amended the motion to approve going fine-free for the libraries for late book returns for the foreseeable future. T. Sadler SECONDED. MOTION CARRIED 6:0:1 (R. Morra Abstained).

5. Consider and Act on Fire Department Raises

The Board discussed that the reason for the request is that the raises were approved and budgeted in July but listed incorrectly on the payroll documentation. A. Gordon explained how the lieutenant position was miscalculated and noted that the Finance Department has already corrected it. She also stated that the BOS had agreed to approve a round number of \$30,000.00 instead of \$29,200.00 in the Proficiency Fund; however, when the motion was made, it was inadvertently made for \$29,200.00 and approved at that amount. R. Morra noted that a transfer of \$800.00 is needed to correct the error. A. Gordon stated that the figure should not be changed unless an explanation of what the additional \$800.00 is being used for. R. Morra disagreed.

A. Gordon MOVED to correct the wages for the Deputy Fire Chief for FY25 from \$9,078.00 to \$9,350.77 and the Assistant Chief position from \$6,607.00 to \$6,805.67, which is recognized as a 3% increase from the prior year. R. Morra SECONDED. MOTION CARRIED 7:0:0.

R. Morra MOVED to authorize the transfer of \$800.00 into the Proficiency Fund. P. Sawyer SECONDED. MOTION CARRIED 6:1:0 (A. Gordon Opposed).

6. Consider and Act on Approving the Historic Document Grant Application for Town Clerk's Office

J. Rupert stated that the amount of the grant is \$5,500.00 and does not require a match. He added that the grant is being used for storage upgrades in the vaults in the Town Clerk's office.

P. Sawyer MOVED to APPROVE the Grant Application for the Town Clerk's Office for \$5,500.00. A. Gordon SECONDED. MOTION CARRIED 7:0:0.

7. Consider and Act on Contract Amendment for Tighe and Bond

J. Rupert stated that the amount has been reduced from \$25,000.00 to \$23,500.00.

R. Morra MOVED to APPROVE the Contract Amendment from Tighe & Bond. P. Sawyer SECONDED. MOTION CARRIED 7:0:0.

8. Set Date for Public Information Session Regarding the Heritage Farm Trail (Monday, April 21 – 6 or 6:30 p.m. or Tuesday, April 22 – with the other Public Hearing Already Scheduled)

J. Rupert noted that Tuesday, April 22nd will be a busy day, and he does not recommend holding the Public Information meeting on that date. The BOS discussed various options including holding the meeting the following week. J. Rupert noted that he will need to ensure Joe is available since he will be providing the presentation. The Board agreed to hold the meeting on Monday, April 29, 2025 at 6:30 p.m.

J. Rupert noted that the meeting will be advertised on the website calendar and the Bolton Bulletin. G. Marrion asked if the trail map can be included. J. Rupert will ask Joe to send it to him electronically to share with the

BOS. The BOS discussed the reasons for not extending the trail further, and J. Rupert noted that it would have required additional grant funding and a match from the Town.

9. Consider and Act on Colonel Anthony Sobol II CORRECTED Proclamation

P. Sawyer noted that Col. Sobol's year of birth was listed incorrectly as 1974 instead of 1948.

P. Sawyer MOVED to sign the corrected Proclamation for Col. Anthony Sobol II. R. Morra SECONDED. MOTION CARRIED 7:0:0.

10. Discussion on Budget Presentation

A. Gordon and J. Rupert discussed how to present the budget presentation to the Finance Committee to effectively convey the information. J. Rupert noted that the budget must be submitted to the Town Clerk by April 17, 2025. The BOS discussed:

- Consolidating and simplifying the department information, pie charts, and bar graphs
- Creating a more concise and understandable presentation
- Potentially adding footnotes
- Highlighting and summarizing unchanged, increased, and decreased budgets, possibly as an addendum
- Whether or not to include organization charts and additional department information

11. Adjourn

A. Gordon MOVED to ADJOURN the meeting at 7:42 p.m. R. Morra 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.