

**TOWN OF BOLTON  
BOARD OF SELECTMEN MEETING  
TUESDAY, MAY 6, 2025, 6:30 P.M.  
TOWN HALL & 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

**Staff Present Via Zoom:** Board Clerk Kacie Cannon

**Others Present In-Person:** Barbara Amodio, Brittany Whitely, Ashley Perriera, Suzanne Shippee, Elle King

**Others Present Via Zoom:** James Loersch, Elle King, Bryce Aaronson, Daryl Carbone

**1. Call to Order:** R. Fournier called the meeting to order at 6:31 p.m.

**2. Pledge of Allegiance:** R. Fournier led the Pledge of Allegiance.

**3. Public Comment**

Barbara Amodio, 50 Volpi Road, appeared on behalf of Bike Walk Bolton and noted that May is National Bike Safety Month. To raise awareness, the group has posted displays in the library on bike and pedestrian safety along with free safety vests and surveys for residents to complete to assist with collecting data for the Complete Streets plan. The surveys include an interactive map and request information on where residents live, where they would like to walk or bike to, and any specific safety concerns they have within town. Bike Walk Bolton is also asking residents to sign a "Safer Roads Driving Pledge" to promote adherence to traffic laws, and Ms. Amodio asked BOS members to sign the pledge in a show of support.

P. Sawyer MOVED to ADD Item 5(d) Heritage Farm Trail to the Agenda. R. Morra SECONDED. MOTION PASSED 7:0:0.

**4. Presentation from Amplify by Brittany Whitely**

Brittany Whitely, of Amplify, explained that Amplify is a behavioral health organization partnering with 38 towns in North Central Connecticut to provide mental health and addiction services. She added that she is working on a "Partnership for Success" grant through the Department of Mental Health and Addiction Services (DHMAS), which includes the Town of Bolton.

Ashley Perreira, Chair of the Local Prevention Council (LPC), explained that the Council works closely with Amplify and focuses on providing resources and education to Bolton's youth on substance abuse prevention. She stated that the LPC has been collaborating with the Bolton School District, the new superintendent, and the school principals. The LPC currently has three grants which include reducing alcohol use in youth, addressing opiate abuse through the State's Opiate Relief Fund, and funding from Amplify to administer the LPC.

She explained that the LPC recently surveyed students in grades 6-12 and received a 92% response rate. The data will be used to provide information to schools and develop youth programs that provide education, advocacy, and leadership opportunities. Ms. Perreira noted that the LPC focuses on youth but also provides resources for adults. She added that the LPC holds monthly Zoom meetings on Thursdays at 10:00 a.m. which are open to the public.

R. Morra asked if the LPC provides referrals for treatment. Ms. Perreira explained that the focus is on prevention, but resources are available for those actively struggling with addiction. A. Gordon requested the student survey results and information on opioid overdoses in Bolton. Ms. Perreira stated that she will share the survey results and noted that the opioid data is available on the State's website. J. Rupert noted that the Council has provided Narcan training and supplies to several staff members. Ms. Perreira stated that numerous trainings are available to the Town, including suicide prevention. R. Morra asked how to contact the LPC. Ms. Perreira stated that the website will be live soon; however, contact information can be found on their Facebook page, through Amplify's website, or through the QR code on the LPC materials that were provided.

Ms. Perreira noted that outreach efforts also include collaborating with healthcare professionals and businesses in the community to address prescription addiction and overserving alcohol in bars and restaurants and engaging in town events such as Kids to Parks Day, Project Graduation, and the upcoming concert series.

## **5. Ongoing Business:**

### **a. Suzanne Shippee – Request for Streetlight at Intersection of Bolton Center Road and Old Bolton Road**

J. Rupert stated that he is waiting on the cost of installation from Eversource on the streetlight that Suzanne Shippee requested. He added that area residents are supportive of adding a streetlight provided the light intensity matches the existing streetlights.

The BOS discussed the installation costs, monthly charges, and maintenance responsibilities. J. Rupert stated that Eversource owns and maintains the lights and suggested that if there is a cost for installation, it would likely be a few thousand dollars. Suzanne Shippee thanked the BOS for addressing the safety concern.

### **b. Discussion about Bringing on Student from UCONN School of Engineering to Work on the Complete Streets Project**

Kimberly Fofana of Bike Walk Bolton reiterated that the group is collecting surveys at the library for the development of a Complete Streets plan. A. Gordon shared a sample of the survey and interactive map that allows residents to pinpoint paths from their residences to their desired locations and any areas with safety concerns. A. Gordon offered to convert the survey to a Google Form to allow broader distribution through the Town bulletin and social media websites and to simplify the data collection process.

Ms. Fofana noted that a US DOT Grant Opportunity, titled "Safe Streets for All" (SSFA), is available and requested approval from the BOS to apply for the funds to create a comprehensive Complete Streets plan. Bike Walk Bolton Member Elle King, 149 Brandy Street, added that the Town of Canton was recently awarded with funds from the grant and stated that CROG has additional resources that can be used. She noted that the Town would be listed as the primary applicant, and a 20% match is required.

Ms. Fofana added that the group plans to request a UCONN engineering intern in July 2026 to assist with the project; however, the Town Engineer would need to provide supervision at least one hour per week. J. Rupert stated that he or Patrice Carson can usually provide supervision, but noted that there is no guarantee that a student will accept the project.

J. Rupert stated that CRCOG requires a project scope and definition to apply for the SSFA grant. He added that the Town of Bolton is already included in CRCOG's Vision Zero project under an SSFA grant that will be completed in late summer and is also an active participant in CRCOG's Priority Pathways project, which will be completed in approximately 18 months. J. Rupert noted that CRCOG has also been collecting data through surveys, and the link is available in last month's Town bulletin.

Elle King suggested that the SSFA grant and existing regional plan could be used to develop a Complete Streets plan. J. Rupert replied that the grant requires a minimum \$100,000.00 project and a 20% match. Ms. King suggested using volunteer time to make up the 20% match.

The BOS discussed the difference between Complete Streets and Safe Streets for All, the potential for expensive road corrections that may be needed prior to implementing a Complete Streets plan, and the need for a consultant to assist with the development, proposed corrections, and cost estimates. They also discussed challenges with making corrections to roads involving state routes and highways and emphasized the importance of focusing only on town roads when developing a plan.

Bryce Aaronson, 149 Brandy Street, suggested using the grant funds to hold discussions on the plans and areas that need to be addressed. J. Rupert stated that more information would need to be included in the scope. A. Gordon recommended including a consultant to identify issues, collect data, and prepare a plan for BOS approval in the scope. Elle King added that traffic studies and community outreach could also be included.

G. Marrion summarized the action items which include an agreement from the Town to serve as the grant applicant (with Bike Walk Bolton managing the project) and a determination on whether the 20% match will be provided in the form of in-kind donations. A. Gordon noted that a budget for volunteer time that totals up to 20% would be required. R. Fournier stated that additional information is needed before adding the item to a future agenda. J. Rupert agreed and stated that staff and Bike Walk Bolton need to meet on the scope and budget prior to taking any action. K. Fofana noted that the deadline to submit the application is June 26, 2025.

#### **c. Set Date for Informational Meeting on Selectman's Salary**

The BOS agreed to schedule an Informational Meeting on the Selectman's Salary for June 17, 2025 after the BOS A/P meeting. G. Marrion requested that the median salary information be provided at the meeting.

#### **d. Heritage Farm Trail**

P. Sawyer MOVED to ACCEPT the path design provided by Nathan L. Jacobson and Associates, Inc. for the Heritage Farm Trail. R. Morra SECONDED.

Discussion: J. Rupert stated that some residents have asked that the pathway be placed on the west side of the driveway or on the west side of the house; however, there are concerns that a 5% grade cannot be achieved on

the driveway's west side, and relocating near the house would require additional surveying. P. Sawyer expressed concern that moving the path would remove it from public view and create pedestrian safety issues when crossing the driveway.

G. Marrion stated that she is opposed to the current design due to the large loop extending into the eastern field, which she believes negatively impacts the aesthetics, impacts hay operations, and encourages people to take shortcuts down the driveway. She added that Arlene Fiano is also opposed to the design. G. Marrion asked the BOS to continue working on the design and to reconsider whether the 5% grade is an impediment.

P. Sawyer asked if there is a deadline to complete the plan. J. Rupert stated that a change of scope was just filed and that CRCROG would like the 70% plan submitted soon so they can conduct a review. He added that one of goals of the current design is to build the path in conjunction with the community septic system to minimize disturbances.

A. Gordon noted that she is opposed to making any decisions since the item was not listed on the original agenda, and the public has not been given an opportunity to comment. G. Marrion noted that the Heritage Farm Commission also was not aware that the item was going to be discussed tonight. The BOS discussed their views on the design and offered suggestions on improving the driveway and placing the pathway further from the pavilion that is being planned for weddings and other events.

P. Sawyer MOVED to WITHDRAW her motion and suggested adding the item to the June 3, 2025 Regular BOS Meeting to allow for public comment. R. Morra withdrew his SECOND of the motion.

## **6. Appointments and Resignations:**

### **a. Tina Prior – Resignation from the Library**

P. Sawyer MOVED to ACCEPT the resignation from Tina Prior as Library Substitute for Bentley Memorial Library. T. Sadler SECONDED. MOTION CARRIED 7:0:0.

## **7. Correspondence:**

### **a. Chris LaPenta re: Request for Plantings at the Stony Road Parking Lot**

G. Marrion met with Chris LaPenta regarding the new trail that is being created near his residence, and he shared concerns that people may mistake the trail for the path that leads to his home. She offered to install signs pointing to the direction of the trail, and he was amenable to the idea. Mr. LaPenta informed her that he also plans to plant shrubs on his property to separate his property from the trail. G. Marrion placed stakes to serve as temporary guidance and noted that the Town will need to provide permanent trail signs.

### **b. Lynn Sobol- Thank you letter**

P. Sawyer stated that the Sobol family is very grateful for the letter the BOS provided for Ret. Air Force Colonel Anthony J. Sobol II.

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

P. Sawyer MOVED to move the Approval of Minutes, including Items 8(a), 8(b), 8(c), and 8(d), to the May 20, 2025 BOS A/P Meeting Agenda. R. Morra SECONDED. MOTION CARRIED 7:0:0.

### **a. April 1, 2025 – Regular Meeting**

- b. April 8, 2025 – A/P Meeting**
- c. April 22, 2025 – A/P Meeting**
- d. April 22, 2025 – Selectman’s Salary Informational Meeting**

## **9. Reports and Updates**

### **a. Consider and Act on A/P**

P. Sawyer MOVED to APPROVE the A/P report as presented in the amount of \$84,962.96. M. Clarke SECONDED.

Discussion: G. Marrion asked who pays the other 50 percent to Laframboise Water Service, Inc. and how often monitoring is done. J. Rupert stated that the Board of Education pays the other half. He explained that the charges are for a shared well between the Bolton Center School and the Senior Center which provides water to the school, Senior Center, and surrounding buildings. J. Rupert noted that power outages have previously caused early school and work dismissals, and the purpose of the project is to provide a warning system. He added that the charge for the system is a one-time expense.

G. Marrion asked if the cost of catch basins on Page 14 under United Concrete Products, Inc. is \$3,375.00 each. T. Sadler clarified that the cost is for three catch basins. J. Rupert confirmed that each catch basin costs approximately \$1,200.00. A. Gordon asked for an explanation of the dialer for the fire panel at Town Hall. J. Rupert stated that the cost covers the interface and installation of the communication device.

MOTION CARRIED 7:0:0.

P. Sawyer MOVED to APPROVE the A/P Report on Deferred Tax Revenue in the amount of \$964.25. A. Gordon SECONDED. MOTION CARRIED 7:0:0.

### **b. Consider and Act on Approving Budget Transfers (if needed)**

P. Sawyer MOVED to APPROVE the Budget Transfer Request from the Administration Budget to the Land Use Budget in the amount of \$19,500.00 from the category of Legal Services to the category of Regular Payroll. R. Morra SECONDED. MOTION CARRIED 7:0:0.

P. Sawyer MOVED to APPROVE the Budget Transfer Request from the Administration Budget to the Land Use Budget in the amount of \$10,000.00 from the category of Professional and Technical Services to the category of Regular Payroll. R. Morra SECONDED. MOTION CARRIED 7:0:0.

P. Sawyer MOVED to APPROVE the Budget Transfer Request from the Administration Budget to the ZBA Budget in the amount of \$300.00 from the category of Professional and Technical Services to the category of Official Administrative Services. A. Gordon SECONDED. MOTION CARRIED 7:0:0.

P. Sawyer MOVED to APPROVE the Budget Transfer Request from the Administration Budget to the Fire Commission in the amount of \$800.00 from the category of Professional and Technical Services to the category of Proficiency Fund. R. Morra SECONDED. MOTION CARRIED 6:1:0 (A. Gordon Opposed).

## **10. New Business:**

**a. Consider and Act on NOVUS Bid Waiver**

P. Sawyer MOVED to waive the bidding requirement for the Novus Management Support Contract beginning July 1, 2025 and ending June 30, 2028 and to approve the costs of \$67,002.48 for the first year, \$70,561.44 for the second year, and \$74,435.04 for the third year. M. Clarke SECONDED.

A Gordon questioned why the contract did not go out to bid given the high amount and noted that the contract should go out to bid when the current contract expires. G. Marrion concurred. J. Rupert explained that the services went out to bid through the State and CRCOG, and NOVUS provided the most competitive bid.

MOTION CARRIED 7:0:0.

**b. Consider and Act on Signing Off on the EMPG Grant**

P. Sawyer MOVED to sign off on the grant.

P. Sawyer MOVED to AMEND the Motion to sign off on the grant for a total budget of \$10,000.00 with a match of \$5,000.00. M. Clarke SECONDED.

Discussion: R. Morra stated that the \$5,000.00 match is in the budget. J. Rupert added that the grant helps pay for the Emergency Management Director and other costs within the Emergency Management budget.

MOTION CARRIED 7:0:0.

**11. Town Administrators Report**

J. Rupert provided the Town Administrators Report and asked if Board members had any questions.

G. Marrion asked who holds hearings on the pistol permit denial process. J. Rupert noted that a board in the Department of Emergency Services and Public Protection at the State handles the hearings. R. Morra added that the board has the authority to overrule or uphold a denial. G. Marrion asked if a ruling was made on the hearing that staff recently participated in. J. Rupert replied that the board ruled in favor of the Town of Bolton since the individual who requested the hearing failed to appear.

G. Marrion referenced a recent article reporting on the revenue towns receive for the sale of nips. She asked how much revenue the Town of Bolton receives and how the funds are used. J. Rupert replied that the Town receives approximately \$15,000.00 and has used the revenue to pay almost 100% of street sweeping costs over the past few years. He added that the Town is required to report what the money is spent on.

J. Rupert advised that the Town Hall parking lot project is underway and is scheduled to be paved on May 12<sup>th</sup>. He requested the lot be paved prior to paving Lucks Way to ensure there are no issues with access to the voting booths for the upcoming referendum.

A Gordon asked about the three-way stop that is being planned at Vernon Road and Quarry Road. J. Rupert explained that he and Joe Dillon have discussed realigning the section of Vernon Road between Route 44 and Quarry Road to form a "T" rather than a "Y" and installing a three-way stop sign. He noted that the estimate for

the engineering design and survey work would cost approximately \$7,000.00 and would come out of the Administration operating budget. He added that staff could likely complete the work.

A. Gordon asked that the item be added to a future agenda to allow the public to comment and discuss alternative options such as installing flashing lights or a speed bump prior to moving forward with the project. J. Rupert noted that he and Joe discussed installing a speed table in addition to the stop sign to calm speeding on that section of Vernon Road. R. Morra recommended also installing stop signs on Quarry Road to reduce speeding. The BOS agreed to add the item to the May 20, 2025 meeting, and J. Rupert will invite Joe Dillon to answer any technical questions.

J. Rupert reported that Eversource is working on addressing the issues on Colonial Road; however, the area has been too wet to complete any work.

## **12. Adjournment**

P. Sawyer MOVED to ADJOURN the meeting at 8:34 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.*