

**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.*