

1/5/2026

To: Bolton Board of Selectmen

From: James Rupert

Subject: Highway Contract

Dear Bolton Board of Selectmen,

I am pleased to inform you that earlier today I met with Mr. White who represents the Highway Department in union negotiations. During our conversation this morning we finalized the details of the contract which are listed below.

The new contract permits employees with less than three weeks of vacation to accrue an additional 40 hours of comp time for a maximum of 80 hours. Comp time must be used or paid out as specified in the contract. They may only carry 40 hours into a new fiscal year and must use them prior to accruing any additional comp time.

Changes were made to longevity pay so it is consistent with the recently adopted non-supervisors' contract. The terms are as follows. 5-9 years of service \$100, 10-14 years of service \$300, 15-19 years of service \$400, 20+ \$500.

General wage increase of 3% per year for each of the three years of the contract which ends 7/1/27. This is the same as the approved non-supervisor's contract.

The contribution by employees to health insurance remains flat at 15.5% in the current fiscal year. It increases to 16% in 2026 and 16.5% in 2027.

The vacation time section was changed to match the other existing contracts. The previous language had some ambiguity. Language was added to the vacation section to limit vacation to one person at a time between November 15th and April 15th. This is granted by seniority if requested by August 30th. Requests after August 30th are granted on a first come first serve basis.

The language in the section for personal leave was changed to be the same as the supervisor's contract and non-supervisors except that non-supervisor contract employees earn personal leave if working 25 or more hours per week. The highway and supervisors' contract specify 30 hours or more per week.

The section for the shoe allowance of \$250 per year was changed to provide options for payout and use due to the challenging reimbursement process. Under the new language they may choose to receive a payroll payout or a purchase order to be used at an authorized vendor.

Great effort and thoughtfulness went into these negotiations by both parties to ensure that there is as much consistency as possible with all three bargaining unit contracts. This consistency makes it much easier for our human resources staff, finance department and supervisors to administer the contracts.

Based on these changes it is respectfully requested that the Bolton Board of Selectmen consider and act on approving the contract retroactive to July 1, 2025.

Thank you for your consideration,

James Rupert

A handwritten signature in black ink, appearing to read "James Rupert", written in a cursive style.

1/6/26

To: Bolton Board of Selectmen

From: James Rupert

Subject: request to add AP item to agenda

Dear Bolton Board of Selectmen,

During the recent AP process one invoice for Cummins Sales and Service was inadvertently clipped to another during the paper shuffle and did not get paid. As such Mr. Butrymovich has requested that the Board consider adding this invoice for \$613.26 to the agenda for approval so it is paid in a timely manner.

Thank you for your consideration,

James Rupert

A handwritten signature in black ink, appearing to read "James Rupert", written in a cursive style.

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2025-2026

Voucher Batch Number: 1215

01/07/2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
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Cummins Sales and Service

T1480

Check Group:

TOWN GARAGE GENERATOR MAINTENANCE

1 260804

G4-251146519

1005.043.4399.000000.54300.00000

\$613.26

11/25/2025

Repair & Maint. Services - Town Build. Oper.

Check #: 0

PO/InvoiceTotal: \$613.26

Vendor Total: \$613.26

Grand Total: \$613.26

End of Report