

Matthew Rivers  
18 Fernwood Drive  
Bolton, CT 06043



Bolton Board of Selectmen  
222 Bolton Center Road  
Bolton, CT 06043

April 30, 2026

Dear Members of the Board of Selectmen,

I extend my thanks for the opportunity to serve my town as a member of the Conservation Commission for the last 6 years. Due to a change in my priorities, I am no longer able to commit the time necessary to properly carry out my duties as a member of the Bolton Conservation Commission, and therefore opt to resign my commission effective July 1, 2026.

Thanks again,

*Matthew S. Rivers, RN*

Matthew Rivers

cc: R. Parlee

**TOWN OF BOLTON  
BOARD OF SELECTMEN SPECIAL MEETING  
AND BUDGET WORKSHOP #6 MINUTES  
TUESDAY, FEBRUARY 17, 2026, AT 7 P.M.  
TOWN HALL & VIA ZOOM**

The Board of Selectmen held a meeting with a Special Meeting and Budget Workshop on Tuesday, February 17, 2026. In attendance were Rodney Fournier, G. Marrion, David Cowles, Bryce Aaronson, Mather Clarke, Tim Sadler, and the Town Administrator, Jim Rupert, who was present via Zoom.

**1. Call to order.**

Deputy First Selectman Gwen Marion called the meeting to order at 7:00 PM. She stated she would be running the meeting to avoid any appearance of influence by the current sitting First Selectman during the salary discussion.

**2. Discuss and possibly vote on the First Selectman's salary.**

The Board of Selectmen discussed and voted on a salary increase for the First Selectman position. The initial motion to increase the salary to \$50,000 per year was defeated.

The Board debated the value of the position, including the level of responsibility, estimated hours worked, and comparisons to compensation in similar towns. Members discussed the importance of offering fair compensation in order to attract and retain qualified candidates. There was also discussion about whether some of the First Selectman's responsibilities could be redistributed among the seven Board members to help alleviate workload and increase overall Board involvement.

**Motion:** Bryce Aaronson made a motion to approve the salary increase of the First Selectman to \$35,000 per year, effective upon budget passage. Do not include retroactive pay or benefits. Seconded by David Cowles.

Vote: Yes: D. Cowles, B. Aaronson, R. DePietro, and G. Marrion.

No: T. Sadler and M. Clarke.

Abstain: R. Fournier

Motion passed

### **3. Insurance budget.**

The meeting then focused on the insurance budget. The Board reviewed a 32% decrease in the insurance line item, primarily due to a \$54,000 reduction in property and liability insurance costs.

Jim Rupert explained that the Town had previously been paying for the Bolton Lakes Water Pollution Control Authority's insurance, approximately \$13,000, within the Board of Selectmen's budget. That expense has now been moved to the Bolton Lakes budget, where it properly belongs.

Jim also reported that a detailed review of insurance coverage was conducted. The Town currently uses two major insurers: CIRMA for general municipal coverage and McNeil for fire department and apparatus coverage.

### **4. Personnel budget.**

The personnel budget was briefly referenced following the insurance discussion. The board discussed concerns about the medical insurance budget, which showed a 23% increase compared to the expected 15%, and questioned whether previous adjustments had been made. They agreed to review the budget in detail with Jill on the 24th, when she will provide a master spreadsheet to analyze overall impacts. The board also noted that some personnel service numbers seemed fictitious and would need further examination, particularly since Jill, who prepared the budget, was absent.

### **5. Other budget discussion.**

None.

### **6. Adjourn.**

The meeting was adjourned at 7:57 p.m. by Bryce Aaronson.

Respectfully submitted by

***Suellen Kamara***

Please see minutes of subsequent meetings for corrections to these minutes and any corrections hereto.

**TOWN OF BOLTON  
BOARD OF SELECTMEN MEETING w/ A/P  
Tuesday, February 24, 2026, at 6:00 p.m.  
Town Hall & Zoom Meeting  
MEETING MINUTES**

	<b>ROSTER</b>	<b>IN-PERSON</b>	<b>ZOOM</b>	<b>ABSENT</b>
<b>FIRST SELECTMAN:</b>	Rodney Fournier	X		
<b>SELECTMEN:</b>	Bryce Aaronson	X		
	Mather Clarke	X		
	David Cowles	X		
	Robert DePietro		X	
	Gwen Marrion	X		
	Tim Sadler			X

<b>STAFF:</b>	James Rupert, Town Administrator
	Jill Collins, Finance Director
	Andrea Vassallo, Recording Secretary

**Members of the Public:**

**1.0 Call to Order:**

First Selectman Rodney Fournier called the meeting to order at 6:00 p.m.

**2.0 Consider and Act on A/P:**

Selectwoman G. Marrion **MOVED to APPROVE** the A/P in the amount of \$131,503.27.

Selectman D. Cowles **SECONDED**;

**Discussions:**

**BOS: Reoccurring Late Fees** – The BOS discussed the reoccurring late fees for several retail accounts (e.g., Frontier, Lowe’s).

- **Current issues discussed included:**
  - Slow internal approval processes (up to 28 days for payment cycle).
  - Reliance on paper invoices and delayed meeting minutes.
  - Delays in meeting minute posting can push check issuance from Friday to Monday, exacerbating late payments.
  
- **Potential solutions discussed included:**
  - Electronic invoice processing and a dedicated invoice email account were suggested.
  - Policy changes to allow check release upon recorded motion, not waiting for posted minutes.

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- Discussion among the BOS and Bolton Finance Director Jill Collins of implementing a signed approval form by selectmen as an alternative, but state statute requires written majority approval.
- J. Collins recommends eliminating the Lowe’s credit card and account and increase the purchasing capacity of the Building & Grounds Operation Supervisor.

**B. Aaronson: Page 17, Control Valve Costs** – Questioned the increased cost of control valves. Town Administrator James Rupert stated that the energy management system identified additional control valves that were compromised and needed to be replaced or repaired.

**M. Clarke: Town Road Salt Supply** – Inquired with Town Administrator J. Rupert how the town was doing with maintaining their road salt supply. J. Rupert stated that upon discussions with Bolton’s Highway Department Supervisor salt shipments are delayed at the ports in New Haven, however, efforts have been made to reach out to neighboring municipalities and expressed a potential need.

**D. Cowles: Page 19, Modular Building Leak Repair Status** – Inquired with J. Rupert about the ongoing leaking in the rented modular building, currently storing several departments vital records. The town has placed its third call to the company which has been responsive to addressing the ongoing issues.

**MOTION CARRIED; 6:0:0**

<b>Yea</b>	Fournier, Aaronson, Clarke, Cowles, DePietro, Marrison
<b>Nay</b>	0
<b>Abstain</b>	0

**3.0 Consider and Act on Budget Transfers:**

Selectman B. Aaronson **MOVED to APPROVE** the transfer of \$7,000.00 from regular payroll account to overtime account. Selectman D. Cowles **SECONDED**;

**Discussion:**

Additional funds were recognized as needed due to snowstorm-related work, Finance Director J. Collins stated that actual costs already exceeded this transfer – more money will need to be transferred at a future A/P meeting.

Appreciation: BOS stated that residents praised the highway department’s performance during recent storms, with Bolton’s roads outperforming neighboring towns.

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**MOTION CARRIED; 6:0:0**

<b>Yea</b>	Fournier, Aaronson, Clarke, Cowles, DePietro, Marrion
<b>Nay</b>	0
<b>Abstain</b>	0

Selectwoman G. Marrion **MOVED to APPROVE** the transfer of \$5,000.00 from the Heating Fuel account to the Repairs & Maintenance account within the Building Operations budget.

Selectman B. Aaronson **SECONDED; MOTION CARRIED; 6:0:0**

<b>Yea</b>	Fournier, Aaronson, Clarke, Cowles, DePietro, Marrion
<b>Nay</b>	0
<b>Abstain</b>	0

**4.0 Budget Deliberations:**

The BOS, Town Administrator J. Rupert, and Finance Director J. Collins re-reviewed the proposed FY26-27 department budgets and highlighted any budgets that proposed any additional changes than previously presented to the BOS during their scheduled budget workshops.

**Administrative Budget:**

- Adjustments:
  - First Selectman salary increase.
  - Added \$3,000 for potential overtime.
  - Overall, there was a 5% decrease in Administrative Budget.

**Board of Finance Budget:**

- Adjustments:
  - Added \$1,800.00 for communication outreach.

**Finance Department Budget:**

- Adjustments:
  - Overall, 37% increase in Finance Department Budget related to succession planning for a new assistant finance director for cross training prior to the retirement of the finance director. \$85,000 budgeted.
  - Existing administrative assistant roles (Admin Assistants 1 & 2) are union positions; the assistant director would be a new role.

**EMS Budget, Voice Protection:**

- Adjustments: 10% increase. Voice Protection apart of the EMS Department.

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**Personnel Services Budget:**

- Adjustments:
  - Health Insurance – Increase for proposed new personnel and anticipation for family health insurance plans. Employee contributions are calculated into the proposed budgeted costs.

**Town building operations:**

- Adjustments:
  - Budget increase due to maintenance & repairs, and electricity costs.

**Public Health Department:**

- Adjustments:
  - Slight increase occurred due to the projected operating expenses by the Eastern Highlands Health District (EHHD).

**Refuse Services:**

- Adjustments:
  - Contracted Services: Multi-vendor, multi-year contracts for trash, recycling, and hazardous waste. Costs are projected based on CPI and tonnage.
  - Regional Solutions: Participation in regional waste management initiatives to control future costs.

**Departments/Board & Commissions with No Additional Budgetary Changes:**

- |   |                             |
|---|-----------------------------|
| • Auditing Services                         | • Animal control            |
| • Assessor                                  | • Fire Marshall             |
| • Tax Collector                             | • EMS                       |
| • Town Clerk                                | • Highway department        |
| • Building & Land Use                       | • Public Building Committee |
| • Planning & Zoning Commission              | • Veterans Services         |
| • Zoning Board of Appeals – budget decrease | • Social Services           |
| • Elections Commission                      | • Library                   |
| • Probate                                   | • Recreation                |
| • Inland & Wetlands Commission              | • Conservation Commission   |
| • Fire Commission                           |                             |

**Capital Reserves & Improvements:**

Projects are split between capital reserve and improvement funds based on expenditure thresholds.

- Reallocation: Unspent funds from completed projects (e.g., building demolition) reallocated to new priorities.

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**Bond and Note Payments:**

- Interest Rates: Current rates are just under 4%; hope for further reductions.

**5.0 Possibly Consider and Act on Budget Deliberations:**

Selectman D. Cowles **MOVED to TABLE** the Budget Deliberations discussion until March 3, 2026, BOS Regular Meeting. Selectman R. DePietro **SECONDED; MOTION CARRIED; 6:0:0**

<b>Yea</b>	Fournier, Aaronson, Clarke, Cowles, DePietro, Marrion
<b>Nay</b>	0
<b>Abstain</b>	0

**6.0 Adjourn:**

Selectman B. Aaronson **MOVED to ADJOURN** the meeting at **8:30 PM**. Selectman D. Cowles **SECONDED. MOTION CARRIED 6:0:0.**

Respectfully submitted by Andrea Vassallo, Recording Clerk

*Andrea Vassallo*

*Please see minutes of subsequent meetings for corrections to these minutes and any corrections hereto.*

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**TOWN OF BOLTON  
 BOARD OF SELECTMEN  
 SPECIAL MEETING – BVFD Strategic Plan  
 Tuesday, March 03, 2026, at 5:00 p.m.  
 Town Hall & Zoom Meeting  
 SPECIAL MEETING MINUTES**

	<b>ROSTER</b>	<b>IN-PERSON</b>	<b>ZOOM</b>	<b>ABSENT</b>
<b>FIRST SELECTMAN:</b>	Rodney Fournier	X		
<b>SELECTMEN:</b>	Bryce Aaronson	X		
	Mather Clarke	X		
	David Cowles	X		
	Robert DePietro		X	
	Gwen Marrion	X		
	Tim Sadler	X		

<b>STAFF:</b>	James Rupert, Town Administrator
	Andrea Vassallo, Recording Secretary

**Members of the Public:** None.

**1.0 Call to Order:**

First Selectman Rodney Fournier called the meeting to order at 5:00 p.m.

**2.0 Discussion w/ Manitou. Re: BVFD Strategic Plan**

Manitou Services is a consulting firm specializing in strategic long range fire service planning. Representing the firm was John Cochran to discuss with the BOS the high-level approach toward assessment methods, key evaluation areas, community concerns, and the strategic planning process.

**Manitou’s Background:**

- Independent, non-biased consulting firm since 1999.
- Extensive experience with both large cities and small communities.
- Staff includes former fire chiefs and experts with national credentials.

**Philosophy:**

- Fire protection is a locally managed service.
- Emphasis on best practices but tailored to community context.
- Holistic “fire defense system” approach—including fire department, building codes, land use, zoning, and private sector roles.

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**Areas of Evaluation:**

1. **Staffing:** Assess volunteer force strength, recruitment, retention, and the impact of national declines in volunteerism.
2. **Facilities:** Evaluate if current facilities meet community needs from a programmatic—not architectural—perspective.
3. **Equipment:** Review apparatus (fire trucks) and all support equipment.
4. **Deployment:** Analyze fire station locations, response areas, and mutual aid agreements.

J. Cochran stated that Manitou regularly reviews national best management practices.

**Assessment Methods:**

- Interviews with town officials, fire department staff, and neighboring departments.
- Drive-throughs and mapping of the community to understand logistics and risk areas.
- Analysis of dispatch (CAD) and incident report data for response times, call types, and resource allocation.
- Will interview other neighboring towns that also share EMS services with Bolton.
- Creation of heat maps and comparative charts for call distribution and types.
- Incorporation of budget and finance considerations.

**Typical Dataset Reviews:**

1. Dispatch data w/ time stamps for fire department and emergency management services.
2. Fire department instant reporting data.

**Assessment/Evaluation Timelines:**

- **Onsite Municipal Review:** Tuesday, March 3 – Friday, March 6, 2026.
- **Strategic Master Plan:** Completed in 4-5 months (July-August 2026).

**Deliverable & Process:**

- **Drafts and Feedback:**
  - Manitou will provide preliminary findings, a draft report, and a final strategic plan.
  - The BOS and stakeholders will have opportunities to review and provide feedback at each stage.
- **Final Product:**
  - A master plan with short, intermediate, and long-term recommendations, linked to budget realities.

**Assessment/Evaluation Goals (Bolton Specific):**

J. Cochran asked the BOS what they would like to achieve out of the study. The BOS suggested the following:

- **Budget Metrics & Comparative Analysis:**

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- Request for benchmarking BVFD's budget and staffing against similar towns in the region (not just national averages).
- Interest in understanding the cost trajectory of equipment purchases and staffing over time.
  
- **Volunteer Incentive Program:**
  - Request for evaluation of BVFD's stipend/incentive program effectiveness and comparison with similar programs in Connecticut/New England.
  
- **Crash Data & Dangerous Intersections:**
  - Emphasis on analyzing crash data, especially at the Routes 384/6/44 interchange, to support advocacy for state safety improvements.
  - The BOS hopes findings can be used to lobby for intersection upgrades from CT Department of Transportation (CT DOT).
  
- **Zoning & Water Supply Regulations:**
  - Request for review of zoning regulations requiring cisterns/dry hydrants for new construction, including feasibility and insurance impacts.
  - Interest in the balance between community investment in fire defenses and insurance rate reductions.
  
- **Future Development Impacts:**
  - Inquiry about potential service impacts if water infrastructure expansion enables new housing or commercial development.
  - Discussion ensued between both parties regarding how demographic and building types affect fire and EMS demand.
  
- **Morale & Volunteer Recruitment:**
  - The BOS expressed interest in assessing current morale, physical demands, and the need for additional volunteer recruitment efforts.

**3.0 Adjourn:**

T. Sadler **MOVED to ADJOURN** the meeting at **5:57 PM**. B. Aaronson **SECONDED**.  
**MOTION CARRIED 7:0:0.**

Respectfully submitted by Andrea Vassallo, Recording Clerk

*Andrea Vassallo*

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**TOWN OF BOLTON  
BOARD OF SELECTMEN MEETING  
Tuesday, March 03, 2026, at 6:30 p.m.  
Town Hall & Zoom Meeting  
MEETING MINUTES**

	<b>ROSTER</b>	<b>IN-PERSON</b>	<b>ZOOM</b>	<b>ABSENT</b>
<b>FIRST SELECTMAN:</b>	Rodney Fournier	X		
<b>SELECTMEN:</b>	Bryce Aaronson	X		
	Mather Clarke	X		
	David Cowles	X		
	Robert DePietro		X	
	Gwen Marrion	X		
	Tim Sadler	X		

<b>STAFF:</b>	James Rupert, Town Administrator
	Andrea Vassallo, Recording Secretary

**Members of the Public:**

**1.0 Call to Order:**

First Selectman Rodney Fournier called the meeting to order at 6:30 p.m.

**2.0 Pledge of Allegiance:**

The BOS stated the Pledge of Allegiance.

**3.0 Public Comment:** None.

**4.0 Update from Amplify:**

Ashley Perreira, life-long Bolton citizen, licensed clinical psychologist (LCP), and Bolton Prevention Council volunteer, partners with Amplify. Ms. Perreira provided an overview of coalition partnership between both organizations:

- **Coalition Background:**
  - Entering 4th year; focuses on mental health and substance use prevention for all age groups in Bolton.
  - Has received over \$20,000 in state and federal grants.
  
- **Initiatives & Achievements:**
  - Narcan training, suicide prevention (QPR) training, and resource distribution.
  - **Youth Voices Count Survey:**
    - 90% response rate (grades 6–12) – highest ever for this survey.
    - Key findings:
      - 18% felt anxious most of the time in the past year.
      - 15% considered self-harm; 10% considered suicide.

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- High concerns around social media, gaming, and substance use.
- **Adult Survey (115 responses):**
  - Priorities: Mental health, opioids, youth mental health, first responder support, social media safety.
  - Community expressed interest in medication disposal location boxes and more education on marijuana post legalization.
- Distribution of lockable bags for cannabis and medication lock boxes to prevent youth access.
- **Upcoming Projects:**
  - Hartford Foundation grant award (\$7,500) to fund a wellness fair to coincide w/
    - Farmers Market – August 22, 2026, Bolton Town Green
  - Scholarships for mental health careers, and
  - Continue the Lock Box program.
  - Increased visibility efforts (67% of surveyed adults aware of the Prevention Council).

**5.0 Correspondence:**

**a. Resignation – K. McCavanagh - EMD**

- **Resignation:** Kathy McCavanagh resigned as Emergency Management Director.
- **Interim Coverage:** First Selectman R. Fournier and Town Administrator James Rupert will fill role until a replacement is found.

Selectman D. Cowles **MOVED to ACCEPT the resignation.**

Selectman T. Sadler **SECONDED; MOTION CARRIED; 6:0:1**

<b>Yea</b>	Fournier, Aaronson, Clarke, Cowles, Marrion, Sadler
<b>Nay</b>	0
<b>Abstain</b>	DePietro

**6.0 New Business:**

**a. Veteran’s Commission Representative to Discuss Veteran’s Tax Exemption.**

Bob Morra, Chairman, of the Bolton Veteran’s Commission spoke in support of the town adopting a Veteran’s Property Tax Exemption for fully disabled veterans and surviving spouses of a service member killed in action while performing active military duty as authorized under Public Act 25-168. Currently the state of Connecticut allows for municipal options to opt-in to the program and adopt the Tax Exemption for the 2025 Grand List year (by Ordinance).

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The BOS reviewed information provided by Bolton Assessor Kara Fishman.

- Fishman, Kara. Town of Bolton Assessor’s Office, June 25, 2025, ***Changes in Legislation Affecting Veterans under Public Act 25-168.***

**b. Consider and Possibly Act on Changes in Legislation Affecting Veterans Under Public Act 25-168 and the Tax Exemption for R. Clark.**

The BOS discussed the next steps in the process:

- Town attorney would need to write a draft ordinance language,
- Present the draft ordinance to the BOS to review, and
- Hold a public hearing, for potential adoption, per town charter.

Consensus. **MOTION CARRIED; 7:0:0**

<b>Yea</b>	Fournier, Aaronson, Clarke, Cowles, DePietro, Marrion, Sadler
<b>Nay</b>	0
<b>Abstain</b>	0

**c. Consider and Possibly Act on Veterans Tax Exemption for R. Clark.**

This agenda item is contingent on Agenda Items 6b and 6a, see above.

**d. Discuss Referenda Locations(s) and Consider and Possibly Act on Recommendation from Registrar of Voters on Referenda Dates and Time Change.**

The following memos were provided to the BOS:

- Bushnell, Lori. Town of Bolton Tax Collector, February 12, 2026, ***Budget Referendum Dates.***
- Lally, Ross and Pierog, Sandra. Town of Bolton Registrar of Voters, February 10, 2026, ***2026 Referenda Proposal for Primary & General Elections.***

Sandra Pierog, Democratic Registrar of Voters, and Ross Lally, Republican Registrar of Voters were present for the discussion with the BOS.

**Voting Hours:**

- Town ordinance specifies 12 noon–8 PM for referendums (unless extended).
- Past practice has been 6 AM–8 PM; cost and worker fatigue cited as reasons to revert to ordinance hours.
- Potential savings: \$1,200 - \$2,400 per referendum by opening at noon.

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- Concerns expressed by the Registrar’s about voter confusion and communication strategies were discussed if a change in time should occur (flyers, website, handouts at public locations).

**Locations:**

- Per the approval of the CT Secretary of State, S. Pierog explained, a change in voting locations can only occur for safety reasons.
- Spring referenda at St. Maurice Hall.
- After school year ends (June), referenda at Bolton High School Commons.
- Primary and General Election early voting (Registrars’ Office) and election day locations also set (District 1: Bolton Center School, and District 2: Bolton High School Commons).

**State Mandate:**

R. Lally stated the BOS, Town of Bolton, is required by state statute to pay for referenda and careful consideration should be considered by the BOS when budgeting for the number of potential referenda. The recommendation budget by the Registrar of Voters is six (6) referenda, and stated that was the number of referenda in 2025.

**Scheduling:**

Referendum dates are aligned with budget deadlines and tax bill requirements, refer to:

- Bushnell, Lori. Town of Bolton Tax Collector, February 12, 2026, ***Budget Referendum Dates.***

R. Lally stated that the Bolton Finance Committee would need to adopt the budget by March 26, 2026.

Selectman G. Marrion **MOVED to APPROVE** the Town of Bolton Referenda Schedule by May 10, 2026. Selectman B. Aaronson **SECONDED**;

**Discussion:**

R. Lally stated that he has received voting location approval from the CT Secretary of State (CT SoS). Voting locations can only be changed due to emergency, health, and/or safety issues.

**MOTION CARRIED; 7:0:0**

<b>Yea</b>	Fournier, Aaronson, Clarke, Cowles, DePietro, Marrion, Sadler
<b>Nay</b>	0
<b>Abstain</b>	0

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Selectman G. Marrion **MOVED to ADOPT** the 2026 Referenda hours as stated in the Bolton Town Ordinance as 12 noon-8 pm. Selectman R. DePietro **SECONDED; MOTION CARRIED; 6:1:0**

<b>Yea</b>	Aaronson, Clarke, Cowles, DePietro, Marrion, Sadler
<b>Nay</b>	Fournier
<b>Abstain</b>	0

**7.0 Old Business:**

**a. Budget Deliberations & Possible Action on Selectman’s Budget Tabled From 02/10/2026**

**Deliberations Reviewed:**

- Department requests, salary adjustments, health insurance estimates.

**Adjustments made:**

- Mower purchase (deferred),
- Registrar’s budget (reduced based on referendum hours), and equipment needs.

**Final proposed increase: 3.48%.**

**\*Robert DePietro left the meeting via technical difficulties via Zoom\***

Selectman M. Clarke **MOVED to APPROVE** the Bolton FY 26 Budget in the amount of \$9,811,497. Selectman B. Aaronson **SECONDED; MOTION CARRIED; 6:0:0**

<b>Yea</b>	Fournier, Aaronson, Clarke, Cowles, Marrion, Sadler
<b>Nay</b>	0
<b>Abstain</b>	0

**\*Robert DePietro rejoined the call via Zoom\***

Selectman D. Cowles **MOVED to ADD** the FY 26 Capital Improvement Plan Budget as Agenda Item 7b. Selectman T. Sadler **SECONDED; MOTION CARRIED; 7:0:0**

<b>Yea</b>	Fournier, Aaronson, Clarke, Cowles, DePietro, Marrion, Sadler
<b>Nay</b>	0
<b>Abstain</b>	0

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**b. Capital Improvement Plan Budget**

Selectman D. Cowles **MOVED to APPROVE** the FY 26 Capital Improvement Plan Budget in the amount of \$764,447.66. Selectman M. Clarke **SECONDED; MOTION CARRIED; 7:0:0**

<b>Yea</b>	Fournier, Aaronson, Clarke, Cowles, DePietro, Marrion, Sadler
<b>Nay</b>	0
<b>Abstain</b>	0

**8.0 Finance Reports:**

No major concerns or comments.

**9.0 Consider and Act on Budget Transfer(s):**

Selectman D. Cowles **MOVED to TRANSFER** \$4,700 within the Building and Operations Department from Operations to Overtime. Selectman T. Sadler **SECONDED; MOTION CARRIED; 7:0:0**

<b>Yea</b>	Fournier, Aaronson, Clarke, Cowles, DePietro, Marrion, Sadler
<b>Nay</b>	0
<b>Abstain</b>	0

**10.0 Approval of Minutes:**

**a. February 3, 2026 – Regular Meeting.**

Selectman D. Cowles **MOVED to APPROVE** February 3, 2026, BOS Regular Meeting Minutes. Selectman B. Aaronson **SECONDED;**

**Discussion:**

Selectwoman G. Marrion stated on Page 4 of 4 the January 21 Meeting Minutes were not approved.

**MOTION CARRIED; 5:0:2**

<b>Yea</b>	Fournier, Aaronson, Clarke, Cowles, Sadler
<b>Nay</b>	0
<b>Abstain</b>	DePietro, Marrion

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**b. February 5, 2026 – Budget Workshop #4.**

Selectman D. Cowles **MOVED to APPROVE** February 5, 2026, Budget Workshop #4 Meeting Minutes.  
Selectman T. Sadler **SECONDED; MOTION CARRIED; 6:0:1**

<b>Yea</b>	Fournier, Aaronson, Cowles, DePietro, Marrion, Sadler
<b>Nay</b>	0
<b>Abstain</b>	Clarke

**c. February 10, 2026 – BOS with A/P Meeting.**

Selectman D. Cowles **MOVED to APPROVE** February 10, 2026, BOS Meeting with A/P Meeting Minutes.  
Selectman B. Aaronson **SECONDED; MOTION CARRIED; 5:0:2**

<b>Yea</b>	Fournier, Aaronson, Clarke, Cowles, Sadler
<b>Nay</b>	0
<b>Abstain</b>	DePietro, Marrion

**d. February 10, 2026 – Budget Workshop #5**

Selectman D. Cowles **MOVED to APPROVE** February 10, 2026, Budget Workshop #5 Meeting Minutes.  
Selectman T. Sadler **SECONDED; MOTION CARRIED; 5:0:2**

<b>Yea</b>	Fournier, Aaronson, Clarke, Cowles, Sadler
<b>Nay</b>	0
<b>Abstain</b>	DePietro, Marrion

**11.0 Town Administrator’s Report:**

Town Administrator J. Rupert reported to the BOS items not on the Administrator Report:

- Received demographic student population information from STV for the School Facility Study and will provide the results to the BOS as soon as possible.
- Fire department sold surplus equipment (UTV) for \$1,500.
- Emergency Operations Center was staffed during recent storm, with no major incidents.
- Sewer odor issue discussed; solutions include insulation, charcoal filters, and hydrogen sulfide monitoring.

**12.0 Adjourn:**

D. Cowles **MOVED to ADJOURN** the meeting at **8:41 PM**. Selectman B. Aaronson **SECONDED**.  
**MOTION CARRIED 7:0:0.**

**TOWN OF BOLTON  
BOARD OF SELECTMEN MEETING  
Tuesday, March 03, 2026, at 6:30 p.m.  
Town Hall & Zoom Meeting  
MEETING MINUTES**

Respectfully submitted by Andrea Vassallo, Recording Clerk

*Andrea Vassallo*

*Please see minutes of subsequent meetings for corrections to these minutes and any corrections hereto.*

Originals Printed on 100% Recycled Paper – Earth Day and Every Day



## Memo

**To:** Rodney Fournier, First Selectman

Jim Rupert, Town Administrative Officer

**From:** Kusal Huynh, Director of Business & Finance

**CC:** Andrew Broneill, BOE Chairperson

David Caruso, Superintendent

Kathy McCavanagh

**Date:** April 17, 2026

**RE:** Quote Waiver Written Justification – BHS Well Water System Booster Pump Replacements

Pursuant to the bid ordinance, please be advised that a quote waiver was approved on April 9, 2026, to replace and install two (2) drives on the high school's water system booster pumps in the amount of \$8,638. The current equipment is obsolete, and we can no longer get replacement parts. Per John Butrymovich this is an emergency and the work needs to be performed by our Certified Well Operator LaFramboise Water, Inc.

# Connecticut State Police: Town Report

City  
BOLTON

This report is for the Connecticut town of

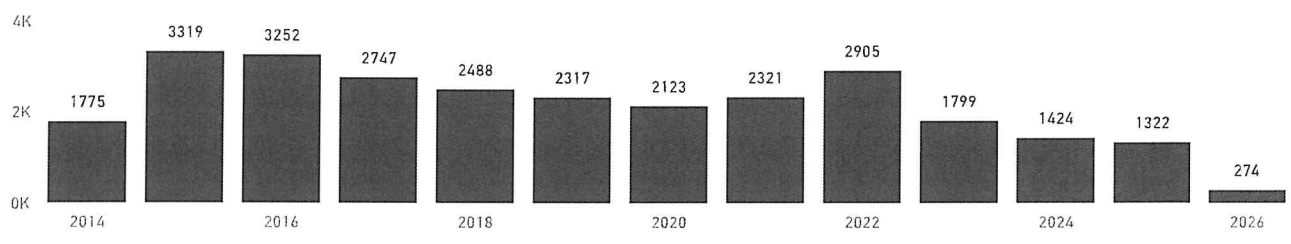
Scan the barcode or click the link and select your town and timeframe and then view report for NIBRS crime data  
[Link](#)

Year  
2026

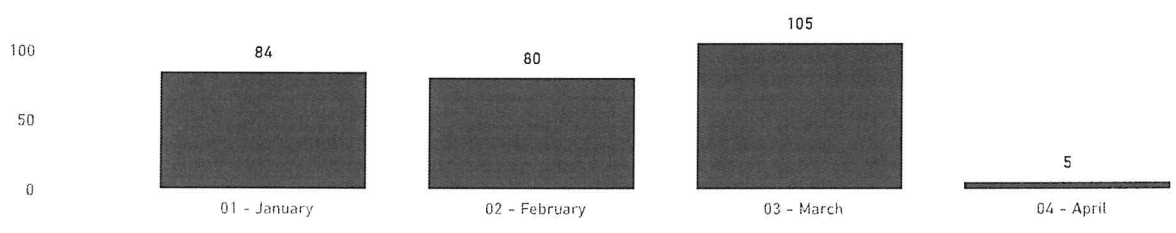
Received Month  
03 - March

## BOLTON

### Historical Calls Received



### Calls Received for selected year by month.



The data in this section pertain t... The data in this section pertain to the followin...

# 2026

# March

Yearly	Yearly	Yearly
<b>274</b>	<b>23.11</b>	<b>22.60</b>
Calls for Service	Response Time (Min)	Time to Clear (Min)
Monthly	Monthly	Monthly
<b>105</b>	<b>24.93</b>	<b>18.01</b>
Calls for Service	Response Time (Min)	Time to Clear (Min)

### Monthly Calls of Interest Counts

2 Administrative	(Blank) Community Engagement	3 Debris	(Blank) Disturbance	(Blank) Escape Response	43 Officer Initiated
4 Alarm	5 Medical Assist	39 Patrol Check	21 Assist Citizen	10 Crash	7 Non LAH Traffic Stops
(Blank) Criminal Mischief	(Blank) Motor Vehicle Theft	1 Domestic	(Blank) OUI	(Blank) Narcotics	(Blank) Weapons Offense
(Blank) Assault	(Blank) Burglary	(Blank) Larceny	2 Suspicious Incident	1 Untimely Death	(Blank) Trespassing

**McCavanagh, Kathy**

---

**From:** Brendan Pike <brendan@tweeddreams.com>  
**Sent:** Friday, April 24, 2026 9:37 AM  
**To:** Human Resources  
**Subject:** DRIFT - Feature Film Shoot - Information

EXTERNAL EMAIL - This email was sent by a person from outside your organization.

Hey Kathy,

Thank you again for your help and for chatting with me on Wednesday!

So here is a general outline of the plan for the shoot. I've broken it up by dates. These are pretty locked in (weather contingent)

**Where:**

Rose Farm

**When:**

Thursday, 5/7 -- During the day 9AM - 5PM (rough times)

Friday, 5/8 -- 5PM - Midnight (rough times)

**What:**

Cult Scene in a horror movie.

Cult leader walking around the field in the daytime. (Thursday)

Cultists walking towards an altar and a bonfire (Friday)

**Who:**

Roughly 20 people total, including crew.

A bit about me.

My name's Brendan Pike, I'm a 35 year old filmmaker born and raised in Bolton, CT. I've worked in film and TV for the past 15 years. I now live in Brooklyn, NY.

I spent the last 2 years directing commercials for IBM, Ferrari, The Masters, and The US Open. I worked as a producer for the Dan Patrick Show in Milford, CT for six years.

This will be my first full length feature film and there's no place I'd rather film than my hometown.

--

Regards,

Brendan Pike  
Director, Executive Producer

**Tweed Dreams Media**

# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1380      05/07/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
ATC Group Services, LLC Depository						
Check Group:						
O&M ASBESTOS REFRESHER TRAINING	1	261313	2709378	4/27/2026	1005.043.4399.000000.53200.00000 Prof. Ed. Training - Town Building Oper.	\$850.00
					Check #: 0	
					PO/Invoice Total:	\$850.00
					Vendor Total:	\$850.00
BDS						
Check Group:						
MAINTENANCE ON SENIOR CENTER'S COPIERS	1	261390	422165	4/22/2026	1005.043.4399.000000.54300.00000 Repair & Maint. Services - Town Build. Oper.	\$459.24
					Check #: 0	
					PO/Invoice Total:	\$459.24
					Vendor Total:	\$459.24
BIG Y FOOD, INC.						
Check Group:						
SENIOR CTR KITCHEN SUPPLIES	1	0	045-00030457279 4-IN	4/8/2026	1005.044.4427.000000.56010.00000 Supplies - Sen. Serv.	\$136.43
					Check #: 0	
					PO/Invoice Total:	\$136.43
					Vendor Total:	\$136.43
BOLLES MOTORS INC						
Check Group:						
STEERING DAMPER & MOUNTING HARDWARE	1	261400	349656	4/28/2026	1005.043.4303.000000.54300.00000 Repairs & Maintenance Services - H.W.	\$665.97
					Check #: 0	
					PO/Invoice Total:	\$665.97
					Vendor Total:	\$665.97
BUDGET FUEL						

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# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1380      05/07/2026

Fiscal Year: 2025-2026

Vendor Remit Name  
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:					
FINANCIAL ASSISTANCE: 129 NOTCH RD 150-GAL OIL DELIVERY	1	261368	79572 4/23/2026	2860.000.0000.000000.25200.00000 Other Liability - Resident Assist. Fund	\$659.85
			Check #: 0	PO/InvoiceTotal:	\$659.85
				Vendor Total:	\$659.85
CLASS, INC.					
Check Group:					
CLASS CONFERENCE REGISTRATION: C CONCATELLI	1	0	CONFERENCE REG 4/21/2026	1005.044.4427.000000.53200.00000 Prof. Educational Training - Sen. Serv.	\$30.00
			Check #: 0	PO/InvoiceTotal:	\$30.00
				Vendor Total:	\$30.00
COMCAST.					
Check Group:					
HWY DEPT INTERNET #0402	1	0	#0402 4/16-5/15/26 4/9/2026	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$158.61
HP INTERNET #5775	1	0	#5775 4/30-5/29/26 4/23/2026	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$120.35
			Check #: 0	PO/InvoiceTotal:	\$278.96
				Vendor Total:	\$278.96
COMMISSION ON FIRE PREVENTION & CONTROL T40439					
Check Group:					
TUITION FOR FIREFIGHTER & OFFICER TRAINING CLASSES: M PERREIRA & J VINCENT	1	261209	202602248 12/17/2025	1005.042.4203.000000.53200.00000 Prof. Educational Training - Fire Comm.	\$880.00
			Check #: 0	PO/InvoiceTotal:	\$880.00

# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1380      05/07/2026

Fiscal Year: 2025-2026

Vendor Remit Name  
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
CONNECTICUT NATURAL GAS CORP.					
Check Group:					
Heating Fuel - #7591 LIBRARY	1	0	HEAT 3/10-4/8/26 4/10/2026	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$424.67
Heating Fuel - #1461 TOWN GARAGE	1	0	HEAT 3/10-4/8/26 4/10/2026	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$597.18
Heating Fuel - #1664 NRMCM SMALL TANK	1	0	HEAT 3/10-4/8/26 4/10/2026	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$773.84
Heating Fuel - #9069 FIRE DEPT	1	0	HEAT 3/10-4/8/26 4/10/2026	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$826.35
Heating Fuel - #1148 RST	1	0	HEAT 3/10-4/8/26 4/10/2026	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$367.69
Heating Fuel - #8180 PARKS BLDG	1	0	HEAT 3/10-4/8/26 4/10/2026	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$526.94
Heating Fuel - #1072 TOWN HALL	1	0	HEAT 3/10-4/8/26 4/10/2026	1005.043.4399.000000.56210.00000 Heating Fuel - Town Building Oper.	\$691.90
Check #: 0					
PO/InvoiceTotal:					\$4,208.57
Vendor Total:					\$4,208.57
CONNECTICUT OCCUPATIONAL MEDICINE PARTNE					
Check Group:					
MEMBER PHYSICALS AT CORPCARE, SOUTH WINDSOR	1	260347	272864	1005.042.4203.000000.53400.00000 Other Professional Services - Fire Comm.	\$856.00
Check #: 0					
PO/InvoiceTotal:					\$856.00
Vendor Total:					\$856.00
DELTA MEDICAL, INC.					
Check Group:					
				T1790	
PO/InvoiceTotal:					\$856.00
Vendor Total:					\$856.00

## Town of Bolton

### Voucher Detail Listing

Voucher Batch Number: 1380      05/07/2026

Fiscal Year: 2025-2026

Vendor Remit Name  
Description

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
	1	0	65680	1005.042.4203.000000.56900.00000 Medical Supplies - Fire Comm.	\$140.20
	1	0	65681	1005.042.4203.000000.56900.00000 Medical Supplies - Fire Comm.	\$30.80
	1	0	65682	1005.042.4203.000000.56900.00000 Medical Supplies - Fire Comm.	\$45.60
	1	0	65683	1005.042.4203.000000.56900.00000 Medical Supplies - Fire Comm.	\$75.20
Check #: 0					
EAST RIVER ENERGY					PO/Invoice Total: \$291.80
Check Group:					Vendor Total: \$291.80
	1	0	1134476 TWN	1005.043.4303.000000.56260.00000 Diesel & Gasoline - H.W.	\$90.71
	1	0	1134477 TWN	1005.043.4303.000000.56260.00000 Diesel & Gasoline - H.W.	\$3,121.09
Check #: 0					
ELIZABETH THORNTON					PO/Invoice Total: \$3,211.80
Check Group:					Vendor Total: \$3,211.80
	1	0	MICHAELS 2/16/26	1005.045.4501.000000.56120.00000 Office Oper. Supplies - Libr.	\$6.38
Check #: 0					
ELIZABETH WATERS					PO/Invoice Total: \$6.38
Check Group:					Vendor Total: \$6.38

# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1380      05/07/2026

Fiscal Year: 2025-2026

Vendor Remit Name  
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
	1	0	MILEAGE 4/15-4/17/26	1005.041.4141.000000.52910.00000	\$45.53
			4/20/2026	Mileage Stipend/Reimbursement	
Check #: 0					
PO/Invoice Total:					\$45.53
Vendor Total:					\$45.53
England True Value Hardware					
Check Group:					
	1	0	MAR 2026 - HWY DEPT	1005.043.4303.000000.56100.00000	\$17.98
			3/31/2026	Repair & Maintenance Supplies - H.W.	
	1	0	MAR 2026 - HWY DEPT	1005.043.4303.000000.56100.00000	\$9.98
			3/31/2026	Repair & Maintenance Supplies - H.W.	
	1	0	MAR 2026 - HWY DEPT	1005.043.4303.000000.56100.00000	\$10.99
			3/31/2026	Repair & Maintenance Supplies - H.W.	
	1	0	MAR 2026 - HWY DEPT	1005.043.4303.000000.56100.00000	\$5.99
			3/31/2026	Repair & Maintenance Supplies - H.W.	
	1	0	MAR 2026 - HWY DEPT	1005.043.4303.000000.56100.00000	\$0.50
			3/31/2026	Repair & Maintenance Supplies - H.W.	
Check #: 0					
PO/Invoice Total:					\$45.44
Vendor Total:					\$45.44
Eversource.					
Check Group:					
	1	0	#2007 3/20-4/22/26	1005.043.4399.000000.56220.00000	\$1,597.16
			4/23/2026	Electricity - Town Building Oper.	
	1	0	#2014 3/20-4/22/26	1005.043.4399.000000.56220.00000	\$646.59
			4/23/2026	Electricity - Town Building Oper.	

## Town of Bolton

### Voucher Detail Listing

Voucher Batch Number: 1380

Fiscal Year: 2025-2026

05/07/2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Electricity - 98 NOTCH REAR #2020		1	0	#2020 3/20-4/22/26	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$609.29
Electricity - LIONS #2031		1	0	#2031 3/20-4/23/26	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$44.00
Electricity - INP #2041		1	0	#2041 3/20-4/23/26	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$44.26
Electricity - LIBRARY #2045		1	0	#2045 3/20-4/22/26	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$751.20
Electricity - GAZEBO #2055		1	0	#2055 3/20-4/23/26	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$44.00
Electricity - 98 NOTCH SSS #2075		1	0	#2075 3/20-4/23/26	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$44.00
Electricity - RST #2086		1	0	#2086 3/20-4/23/26	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$123.91
Electricity - NRMC #2092		1	0	#2092 3/20-4/22/26	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$1,606.42
Electricity - BHF #4029		1	0	#4029 3/20-4/23/26	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$25.68
Electricity - BALLFIELD #4069		1	0	#4069 3/20-4/22/26	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$335.21
Electricity - HIGH RIDGE FARM #5034		1	0	#5034 3/16-4/15/26	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$13.74
Electricity - BI-OP SHED #6034		1	0	#6034 3/20-4/23/26	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$55.59

# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1380      05/07/2026

Fiscal Year: 2025-2026

Vendor Remit Name  
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Electricity - TENNIS COURTS #9098					
	1	0	#9098 3/20-4/23/26 4/23/2026	1005.043.4399.000000.56220.00000 Electricity - Town Building Oper.	\$237.99
Check #: 0					
PO/InvoiceTotal:					\$6,179.04
Vendor Total:					\$6,179.04
FILE OF LIFE FOUNDATION, INC					
Check Group:					
	1	0	H36702 3/31/2026	1005.042.4203.000000.56100.00000 Repairs & Maint. Supplies - Fire Comm.	\$152.23
Check #: 0					
PO/InvoiceTotal:					\$152.23
Vendor Total:					\$152.23
FREEDOM AND GLORY					
Check Group:					
	1	0	INV147914 3/23/2026	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$110.00
Check #: 0					
PO/InvoiceTotal:					\$110.00
Vendor Total:					\$110.00
FRONTIER.					
Check Group:					
	1	0	#1243 4/17-5/16/26 4/17/2026	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$528.51
Check #: 0					
PO/InvoiceTotal:					\$528.51
Vendor Total:					\$528.51
GENERAL CODE					
Check Group:					

# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1380      05/07/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
CONTRACT FOR BOLTON T CODE: 5% CHARGE UPON SUBMISSION OF FINAL DRAFT						
		1	0	PG000046235	1005.041.4107.000000.53300.00000	\$494.50
				4/20/2026	Professional/Tech Services - Admin.	
					Check #: 0	
					PO/Invoice Total:	\$494.50
					Vendor Total:	\$494.50
Grainger	B3131					
Check Group:						
GREASE GUN SWIVEL COUPLING		1	0	9889770526	1005.043.4399.000000.56100.00000	\$23.76
				4/22/2026	Supplies - Town Building Oper.	
WRENCH FOR WATER FILTER AT FARM		1	0	9893645094	1005.043.4399.000000.56100.00000	\$8.96
				4/27/2026	Supplies - Town Building Oper.	
					Check #: 0	
					PO/Invoice Total:	\$32.72
Check Group:						
REFRIGERANT LEAK DETECTION KIT		1	261343	9879197615	1005.043.4399.000000.56100.00000	\$200.26
				4/14/2026	Supplies - Town Building Oper.	
					Check #: 0	
					PO/Invoice Total:	\$200.26
					Vendor Total:	\$232.98
GUY'S ELECTRIC SERVICE, INC.	T1674					
Check Group:						
REPAIRS TO SERVICE 34 DRIVER DOOR ELECTRICAL MODULE		1	261398	52,268	1005.042.4203.000000.54302.00000	\$710.45
				4/18/2026	Fire/Security Maint. & Supply - Fire Comm.	
					Check #: 0	
					PO/Invoice Total:	\$710.45
					Vendor Total:	\$710.45

HAIN MATERIALS  
Check Group:

# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1380      05/07/2026

Fiscal Year: 2025-2026

Vendor Remit Name  
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
1	261399	16362	1005.043.4303.000000.57500.00000	Road Repair - H.W.	\$461.20

CLASS 2 & 3 CURB MIX

Check #: 0

PO/Invoice Total: \$461.20  
Vendor Total: \$461.20

Hartford Courant

Check Group:

BAA LEGAL NOTICE 2/6/26

1	0	HCA15242	1005.041.4131.000000.55400.00000	Advertising - Assess.	\$105.47
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IWC LEGAL NOTICE PUBLICATION 2-6-26

1	0	HCA15243	1005.041.4163.000000.55400.00000	Advertising - Inland/Wetland	\$38.09
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ZBA LEGAL NOTICE PUBLICATION 3/13/26

1	0	HCA28653	1005.041.4155.000000.55400.00000	Advertising - Zoning BOA	\$35.16
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IWC LEGAL NOTICE PUBLICATION 4/2/26

1	0	HCA40378	1005.041.4163.000000.55400.00000	Advertising - Inland/Wetland	\$35.18
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Check #: 0

PO/Invoice Total: \$213.90  
Vendor Total: \$213.90

Highland Park Market

Check Group:

CREAM

1	0	02-1775689	1005.044.4427.000000.56010.00000	Supplies - Sen. Serv.	\$6.99
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CREAM

1	0	02-1794686	1005.044.4427.000000.56010.00000	Supplies - Sen. Serv.	\$6.99
---	---	------------	----------------------------------	-----------------------	--------

CREAM

1	0	03-1424464	1005.044.4427.000000.56010.00000	Supplies - Sen. Serv.	\$6.99
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Check #: 0

PO/Invoice Total: \$20.97  
Vendor Total: \$20.97

Hillyard - New England

# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1380      05/07/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
<b>Check Group:</b>						
CLEANING SUPPLIES			1	90121094	1005.043.4399.000000.56100.00000	\$707.04
				4/27/2026	Supplies - Town Building Oper.	
					Check #: 0	
					PO/InvoiceTotal:	\$707.04
					Vendor Total:	\$707.04
<b>INTERSTATE REFRIGERANT RECOVERY, INC.      T3414</b>						
<b>Check Group:</b>						
REMOVAL OF FREON FROM A/Cs & REFRIGERATORS AT RECYCLE CENTER			1	6856	1005.084.8405.000000.54101.00000	\$740.00
				11/24/2025	Refuse Removal. - Ref. Serv.	
					Check #: 0	
					PO/InvoiceTotal:	\$740.00
					Vendor Total:	\$740.00
<b>JOSH SAWTELLE</b>						
<b>Check Group:</b>						
ECFS FIREFIGHTER I CLASS REIMBURSEMENT			1	ECFS SEPT 2025	1005.042.4203.000000.53200.00000	\$1,250.00
				4/22/2026	Prof. Educational Training - Fire Comm.	
					Check #: 0	
					PO/InvoiceTotal:	\$1,250.00
					Vendor Total:	\$1,250.00
<b>Laframboise Water Service Inc      B3773</b>						
<b>Check Group:</b>						
CERTIFIED NOTCH RD WELL OPERATOR CONTRACT: MAY 2026			1	70288	1005.043.4399.000000.54300.00000	\$497.26
				4/23/2026	Repair & Maint. Services - Town Build. Oper.	
					Check #: 0	
					PO/InvoiceTotal:	\$497.26
					Vendor Total:	\$497.26
<b>MARY JOHNSTON</b>						
<b>Check Group:</b>						

# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1380      05/07/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
CLERK: FINANCE COMMITTEE MEETING 4/16/26	1	0	4/16/26 CLERK	1005.041.4115.000000.53100.00000	\$100.00
			4/23/2026	Official/Admin Services - BOF	
CLERK: FINANCE COMMITTEE MEETING 4/9/26	1	0	4/9/26 CLERK	1005.041.4115.000000.53100.00000	\$100.00
			4/15/2026	Official/Admin Services - BOF	
Check #: 0					
PO/InvoiceTotal:					\$200.00
Vendor Total:					\$200.00
MIDWEST TAPE					
Check Group:					
1 DVD	1	0	508720448	1005.045.4501.000000.56400.00000	\$26.99
			4/14/2026	Library Materials - Libr.	
2 DVDs	1	0	508749922	1005.045.4501.000000.56400.00000	\$18.74
			4/20/2026	Library Materials - Libr.	
Check #: 0					
PO/InvoiceTotal:					\$45.73
Vendor Total:					\$45.73
Minuteman Security Technologies, Inc					
Check Group:					
REPAIR TO LIBRARY ALARM SYSTEMS	1	0	192435	1005.043.4399.000000.54300.00000	\$124.00
			4/23/2026	Repair & Maint. Services - Town Build. Oper.	
Check #: 0					
PO/InvoiceTotal:					\$124.00
Vendor Total:					\$124.00
MTS BUILDERS, INC.					
Check Group:					
DRIVEWAY BOND RELEASE: 154 BRANDY ST, BOLTON	1	0	154 BRANDY ST BOND	2990.000.0000.000000.25004.00000	\$1,000.00
			4/29/2026	Other Liability - Driveway Bonds	
Check #: 0					
PO/InvoiceTotal:					\$1,000.00

## Town of Bolton

### Voucher Detail Listing

Voucher Batch Number: 1380      05/07/2026

Fiscal Year: 2025-2026

Vendor Remit Name  
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
NAPA AUTO PARTS					
Check Group:					
BATTERY, BULBS & GREASE	1	0	436718 4/24/2026	1005.043.4399.000000.56100.00000 Supplies - Town Building Oper.	\$ 113.69
Check #: 0					Vendor Total: \$1,000.00
Check Group:					
BRAKE ROTOR KIT, BRAKE PADS & 2 FLEET ROTORS	1	261351	432954 3/19/2026	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	\$682.73
CREDIT FOR RETURN OF 2 FLEET ROTORS	1	261351	432992 3/19/2026	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	(\$295.66)
2 PERFORMANCE BRAKE ROTORS	1	261351	433102 3/20/2026	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	\$284.52
Check #: 0					PO/Invoice Total: \$113.69
Check Group:					
2 FREIGHTLINER BATTERIES + CORE DEPOSITS FOR TRUCK #3	1	261401	436648 4/23/2026	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	\$689.78
Check #: 0					PO/Invoice Total: \$671.59
NATHAN L. JACOBSON & ASSOC, INC.      12272					
Check Group:					
BOLTON LAKES: 13 LLYNWOOD DR PHASE IV	1	0	102655 4/15/2026	2988.041.4151.415150.25000.00000 13 Llynwood Dr.	\$320.16
Check #: 0					Vendor Total: \$1,475.06
					PO/Invoice Total: \$689.78
					Vendor Total: \$320.16
					PO/Invoice Total: \$320.16
					Vendor Total: \$320.16

## Town of Bolton

### Voucher Detail Listing

Voucher Batch Number: 1380

05/07/2026

Fiscal Year: 2025-2026

Vendor Remit Name  
Description

Account

Invoice Date

PO No.

QTY

Vendor #

NEXT-GEN SUPPLY GROUP LLC  
T1651

Check Group:

Amount

SCA2461200 TORK ADVANCED BATH TISSUE PAPER	4	261358	562618	4/23/2026	1005.043.4399.000000.56100.00000	Supplies - Town Building Oper.	\$364.48
KLE855305 HOUSEHOLD PAPER TOWELS	8	261358	562618	4/23/2026	1005.043.4399.000000.56100.00000	Supplies - Town Building Oper.	\$309.44
CT-W C-FOLD WHITE PAPER TOWELS	4	261358	562618	4/23/2026	1005.043.4399.000000.56100.00000	Supplies - Town Building Oper.	\$146.60

Check #: 0

PO/Invoice Total: \$820.52

NORTHEAST AQUATIC RESEARCH

Check Group:

Vendor Total: \$820.52

4/10/26 REPORT: 2025 LOWER BOLTON LAKE  
SUMMARY LETTER

1

26-026

1005.041.4107.000000.53300.00000

Professional/Tech Services - Admin.

\$3,000.00

4/10/26 GIS MAPPING: 2025 DATA ENTRY & MAPPING

1

26-026

1005.041.4107.000000.53300.00000

Professional/Tech Services - Admin.

\$1,013.00

Check #: 0

PO/Invoice Total: \$4,013.00

PATRICE L CARSON

Check Group:

Vendor Total: \$4,013.00

TOWN PLANNER CONTRACTED SERVICES  
4/13-4/26/26

1

PERIOD  
4/13-4/26/26

1005.041.4151.000000.53300.00000

Professional/ Tech Serv - Build. & Land Use

\$2,400.00

Check #: 0

PO/Invoice Total: \$2,400.00

PETERSON ENTERPRISES LLC

Check Group:

Vendor Total: \$2,400.00

## Town of Bolton

### Voucher Detail Listing

Voucher Batch Number: 1380      05/07/2026

Fiscal Year: 2025-2026

Vendor Remit Name  
Description

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
<b>STREET SWEEPING - 80 HRS TOTAL</b>					
	1	261283	1074 4/15/2026	1005.043.4303.000000.54305.00000 Road Sweeping - H.W.	\$5,000.00
<b>STREET SWEEPING - 80 HRS TOTAL</b>					
	1	261283	1074 4/15/2026	1005.000.0000.000000.25999.00000 NIPs	\$9,800.00
Check #: 0					
PO/InvoiceTotal:					\$14,800.00
Vendor Total:					\$14,800.00
<b>STANDARD INSURANCE COMPANY.</b>					
Check Group:					
<b>TOWN LIFE INSURANCE - MAY 2026</b>					
	1	0	10973808 4/15/2026	1005.041.4141.000000.52100.00000 Life Insurance - Empl. Bene	\$318.52
Check #: 0					
PO/InvoiceTotal:					\$318.52
Vendor Total:					\$318.52
<b>State Of Connecticut</b>					
Check Group:					
<b>BOILER &amp; WATER HEATER INSPECTIONS AT TOWN HALL &amp; FIRE DEPT</b>					
	1	261389	126130 4/8/2026	1005.043.4399.000000.54300.00000 Repair & Maint. Services - Town Build. Oper.	\$240.00
Check #: 0					
PO/InvoiceTotal:					\$240.00
Vendor Total:					\$240.00
<b>STATE OF CT - OFFICE OF POLICY MNGMT/ADM</b>					
Check Group:					
<b>RETURN FEES AS A RESULT OF OVERPAYMENT</b>					
	1	0	ET91282 4/21/2026	2822.043.4327.000000.43300.00000 Neg. Cemetery - Revenue	\$1,580.00
Check #: 0					
PO/InvoiceTotal:					\$1,580.00
Vendor Total:					\$1,580.00
<b>SUPERIOR PRODUCTS DISTRIBUTORS INC</b>					

# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1380      05/07/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
<b>Check Group:</b>						
HARD HATS WEAR PROTECTION AND NEW BALL VALVE FOR WATER TANK		1	0	S3589168.002 4/10/2026	1005.043.4303.000000.56100.00000 Repair & Maintenance Supplies - H.W.	\$106.34
					Check #: 0	
					PO/InvoiceTotal:	\$106.34
					Vendor Total:	\$106.34
<b>TOWN OF MANSFIELD</b>						
<b>Check Group:</b>						
FY 25/26 ASSESSMENT OF MIDNEROC FACILITY OPERATIONAL COST	B24381	1	0	2026-18-0000029 4/14/2026	1005.084.8405.000000.55010.00000 Shared Services - Ref. Serv.	\$4,897.01
					Check #: 0	
					PO/InvoiceTotal:	\$4,897.01
					Vendor Total:	\$4,897.01
<b>TREASURER -- STATE OF CT</b>						
<b>Check Group:</b>						
TOWN HALL INTERNET: 1/1-3/31/26		1	0	CEN118263 4/10/2026	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$369.00
LIBRARY INTERNET: 1/1-3/31/26		1	0	CEN190263 4/10/2026	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$369.00
					Check #: 0	
					PO/InvoiceTotal:	\$738.00
					Vendor Total:	\$738.00
<b>Verizon Wireless</b>						
<b>Check Group:</b>						
FIRE DEPT CELL PHONE		1	0	6140370707 4/7/2026	1005.042.4203.000000.55300.00000 Communications - Fire Comm.	\$128.67
TOWN TELEPHONE - HWY DEPT #7775		1	0	6141439915 4/19/2026	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$38.12

# Town of Bolton

## Voucher Detail Listing

Voucher Batch Number: 1380      05/07/2026

Fiscal Year: 2025-2026

Vendor Remit Name  
Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
TOWN TELEPHONE - TWN ADMIN #9129	1	0	6141439915 4/19/2026	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$38.12
TOWN TELEPHONE - J RUPERT #3386	1	0	6141439915 4/19/2026	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$38.12
TOWN TELEPHONE - TWN HALL #4985	1	0	6141439915 4/19/2026	1005.043.4399.000000.55300.00000 Communications - Town Building Oper.	\$38.12
Check #: 0					
PO/Invoice Total:					\$281.15
Vendor Total:					\$281.15
Village Spring Distributor Lic		T1169			
Check Group:					
WATER	1	0	178287 - FIRE DEPT 2/5/2026	1005.042.4203.000000.56300.00000 Other Supplies - Fire Comm.	\$27.97
WATER	1	0	178750 - FIRE DEPT 3/10/2026	1005.042.4203.000000.56300.00000 Other Supplies - Fire Comm.	\$63.76
Check #: 0					
PO/Invoice Total:					\$91.73
Vendor Total:					\$91.73
Grand Total:					\$58,375.27

End of Report

**BUDGET TRANSFER REQUEST  
TO  
BOARD OF SELECTMEN**

BUDGET: Building & Land Use.

Transfer \$ 12,000.00 from category Reg Payroll to category Other Payroll  
(within budget) from 1005-041-4151-000000-51610-00000 to 1005-041-4151-000000-51620-00000

Transfer \$ \_\_\_\_\_ from Budget \_\_\_\_\_ to Budget \_\_\_\_\_  
from category \_\_\_\_\_ to category \_\_\_\_\_  
from \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
to \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Other \$ \_\_\_\_\_

Explanation: Funds need to be transferred to satisfy payroll for Temporary ABO, Paul Collin, who was hired to fill in for full-time ABO on medical leave. The temporary employee is paid from the Other Payroll budget line, which does not currently have the funds to satisfy payroll.

*PA M* Signature  
Chief B.O. & Land Use Hed Title  
4-24-26 Date

Board of Selectmen

Approved

Comments:

	Yes	No
<u>Rodney Fournier</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Gwen Marrion</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Mather Clarke</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Tim Sadler</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Byrce Aaronson</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>David Cowles</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Robert DePietro</u>	<input type="checkbox"/>	<input type="checkbox"/>

Date \_\_\_\_\_

**BUDGET TRANSFER REQUEST  
TO  
BOARD OF SELECTMEN**

BUDGET: Building & Land Use.

Transfer \$ 3,500.00 from category Prof/Tech Svcs to category Supplies  
(within budget) from 1005-041-4151-000000-53300-00000 to 1005-041-4151-000000-56010-00000

Transfer \$ \_\_\_\_\_ from Budget \_\_\_\_\_ to Budget \_\_\_\_\_  
from category \_\_\_\_\_ to category \_\_\_\_\_  
from \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
to \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Other \$ \_\_\_\_\_

Explanation: Current balance in the Supplies budget line is \$1,200.00. Funds are needed to purchase the ICC Digital Code premium subscription in the amount of \$4,371.00. This subscription is equally shared with the towns that are part of the Building Shared Services agreement (Andover, Ashford, Marlborough & Willington), and said towns will be invoiced by Bolton for reimbursement of their portions of the subscription cost (\$874.20/each for a total reimbursement of \$3,496.80).

*[Signature]* Signature  
Chief B.O. + Land Use Head Title  
4-24-26 Date

Board of Selectmen

Approved

Comments:

	Yes	No
<u>Rodney Fournier</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Gwen Marrion</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Mather Clarke</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Tim Sadler</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Byrce Aaronson</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>David Cowles</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Robert DePietro</u>	<input type="checkbox"/>	<input type="checkbox"/>

Date \_\_\_\_\_

**BUDGET TRANSFER REQUEST  
TO  
BOARD OF SELECTMEN**

BUDGET: Tax Collector

Transfer \$ 600.00 from category Prof. Educational Training to category Office Oper. Supplies  
(within budget) from 1005-041-4135-05-3100 to 1005-041-4135-056120,00000  
0000

Transfer \$ \_\_\_\_\_ from Budget \_\_\_\_\_ to Budget \_\_\_\_\_  
from category \_\_\_\_\_ to category \_\_\_\_\_  
from \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
to \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Other \$ \_\_\_\_\_

Explanation: Due to staff shortage this year I was unable to attend in person conference which leaves me a balance which I would like to use to purchase a desktop document folder to replace one that is leased and too big for the office.

Lori Buswell Signature  
Tax Collector Title  
4/22/26 Date

Board of Selectmen

Approved

Comments: Approval Hattie

Rodney Fournier  
Gwen Marrion  
Mather Clarke  
Tim Sadler  
Byrce Aaronson  
David Cowles  
Robert DePietro

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Tax m Reps

Date \_\_\_\_\_

**BUDGET TRANSFER REQUEST  
TO  
BOARD OF SELECTMEN**

BUDGET: Library \_\_\_\_\_

Transfer \$400.00 from category- Prof Educational Training \_\_\_\_\_ to category- Office Oper Supplies \_\_\_\_\_

(within budget) from 1005-045-4501-000000-53200-00000\_ to 1005-045-4501-000000-56120-00000\_

Transfer \$ \_\_\_\_\_ from Budget \_\_\_\_\_ to Budget \_\_\_\_\_

from category \_\_\_\_\_ to category \_\_\_\_\_

from - - - - -

to - - - - -

Other \$ \_\_\_\_\_

Explanation:

Supplies for Cricut Machine

Elizabeth Thronator Signature

Library Director Title

4/23/2026 Date

Board of Selectmen

Approved

Comments: *Approved 4/23/26*

*Jason Rpt*

Rodney Fournier  
Gwen Marrion  
Mather Clarke  
Tim Sadler  
Bryce Aaronson  
David Cowles  
Robert DePietro

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Date \_\_\_\_\_

**BUDGET TRANSFER REQUEST  
TO  
BOARD OF SELECTMEN**

BUDGET: Library \_\_\_\_\_

Transfer \$100.00 from category- Prof Educational Training \_\_\_\_\_ to category- Technical Services \_\_\_\_\_  
(within budget) from 1005-045-4501-000000-53200-00000\_ to 1005-045-4501-000000-53520-00000\_

Transfer \$ \_\_\_\_\_ from Budget \_\_\_\_\_ to Budget \_\_\_\_\_  
from category \_\_\_\_\_ to category \_\_\_\_\_  
from \_\_\_\_\_  
to \_\_\_\_\_

Other \$ \_\_\_\_\_

Explanation:

Payment for Constant Contact

*Elizabeth Houston* Signature  
Library Director Title  
4/23/2026 Date

Board of Selectmen

Approved

Comments: *Approval 4/24/26*

	Yes	No
<u>Rodney Fournier</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Gwen Marrion</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Mather Clarke</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Tim Sadler</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Bryce Aaronson</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>David Cowles</u>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Robert DePietro</u>	<input type="checkbox"/>	<input type="checkbox"/>

*Chris Miller*

Date \_\_\_\_\_

## HIGHLIGHTS MAY 2026 BOS MEETING

SUBMITTED BY: James Rupert

Respectfully submitted  
James Rupert Town Administrator

- Chief Dixon and I have been working very hard with Manitou on the FD strategic plan. It is approximately 1/3 completed.
- We began the project with CLA to review our use of the Tyler Financial software aimed at building efficiencies within the finance department.
- We have a staff review of the Facilities Study scheduled for early May. Possibly May 7<sup>th</sup> but waiting for confirmation.
- Street sweeping is completed.
- We have posted for the mechanic position and several summer positions for recreation and buildings and grounds as well as an open position at the library.
- We have been supporting other departments with interviews and onboarding.
- We advertised for the Emergency Management Director opening and conducted interviews.
- We interviewed applicants from UCONN for an internship for next fall and selected 3 top candidates out of 12 applicants.
- All required paperwork was completed for the ARPA Grant well in advance of the May 1 deadline. We should get an invitation to close out the grant this summer.
- Our staff that require hearing tests completed them, and it has been documented as required by OSHA.
- We finalized the Aquatic Invasive Species Grant with DEEP so we can use the funding as outlined in the grant documents.
- We are completing the required notifications for the Annual Town Meeting.
- We have started open enrollment for insurance.
- We are working on updating the Local Emergency Operations Plan.
- We have finalized the Adaptive Playground Grant and will be working with the PTA to bring the contract to the Board of Selectmen for approval.
- Joe Dillon and I completed a site walk of the Herrick Park Soccer Field area with Rod Parlee from the Conservation Commission.
- The Rec Department is working hard on summer programming and had a very successful Easter Egg Hunt.
- We have standardized the BINGO permit process.
- We had a kickoff meeting for refinancing the short-term loan for the fire truck.
- We have created a project tracking template for our grant projects.

Respectfully Submitted,

James Rupert

**TO:** James Rupert, Town Administrator  
**FROM:** Patrice Carson, Consulting Director of Community Development  
**SUBJECT:** *Land Use Activity: January-March, 2026*

-----  
**Zoning Regulations Review:** Working with PZC to try and streamline Zoning Regulations for users who want to do business in Bolton. Identifying obstacles and issues that have presented during practice and review – ongoing.

**Connecticut’s Countryside Project:** Worked with CTs Countryside towns and consultants to prepare budget and work for new year.

**Housing Site Analysis Solicitation for CRCOG Regional Housing Strategy:** Application that was submitted for Cider Mill to be considered as a representation of areas for housing with little to no utilities was awarded. Work will begin in September. Staff met with CRCOG Representative & Goman & York Representatives to kick off Housing Strategy Study for Cider Mill Property. Received/reviewed Zoning Framework from consultant – ongoing.

Began work on reviewing Zoning Regulations for compliance with HB 8002

**Meetings or Calls about Property:**

- 1230-1225 – continued discussion/questions about possible development
- 1 West Street for development options with prospective buyer (several different buyers)
- 25 West Street continued discussion/questions about possible development
- 1 Notch Road – spoke with prospective buyer about possible uses of the property; separately spoke with agent for prospective buyer about work to be completed/possible uses of the property/process
- 11 Loomis – allowable uses
- 7 Loomis Road – question about disabled tenant under the age requirement
- Cider Mill Property – met with owner’s Attorney regarding Zoning Regulation amendments
- 366 Boston Turnpike (Drive-In property) –continued discussion re: development plans
- 126 Hebron Road – possible development of property (several inquiries)
- Girl Scout project for a dog park or little library for pet food
- 384 Hop River Road – possible uses
- Answered questions about pig farming/leasing farmland
- 217 Hebron Road – reviewed/signed off on permit for new home
- Met with an individual interested in possible cluster housing development
- Hebron Road – subdivision questions
- senior housing development questions
- 32 Shoddy Mill Road – reviewed/signed off on permit for new home
- 7 Loomis Road - Fair Housing info for reasonable accommodations in over 55 housing
- Reviewed/prepared staff report for 8-24 Review of Herrick Park soccer fields/walking trail

**Other:**

Reviewed/responded to CRCOG's Hazard Mitigation Plan (for Bolton) Annual Review  
Met with Placer.A.I regarding their service for towns  
Sent referrals for Zoning Regulation Amendment for Signage  
Prepared legal notice for PZC public hearing on Sign Regulations  
Attended CCAPA Executive Committee Meeting  
Attended HRTA Meeting per request  
Quarterly Staff meeting (1½ hrs)  
Attended CRCOG Priority Pathways Advisory Committee Meeting. (1½ hrs)  
Prepped for/attended/follow up for 2 PZC Meetings and 1 meeting cancellation  
Completed/submitted CRCOG Conflict of Interest Acknowledgment Form  
Prepped for/attended BOS meeting regarding 384/6/44 Intersection proposal by CRCOG  
Researched/Forwarded all Zoning Regulation amendments since March 1, 2024 to General Code for codification into the town's current code as an update  
Filed paperwork to CRCOG for PZC Representative and Alternate to Regional Planning Commission  
Met with Town Engineer regarding 1 Notch Road bond release  
Met with Town Engineer regarding identification of culvert/bridges/infrastructure for digital location project to satisfy state mandate

**Lot Line Reconfigurations:**

7 Plymouth Road – lot line reconfiguration to combine property

**Training:**

- Attended session on Connecticut's New Housing Legislation: CCAPA Summary & Analysis (½day)
- Attended Down the Housing Bill: What Does it Mean for Your Community? Webinar (2 hrs)
- Completed cyber training (KnowBe4)
- Attended CRCOG Regional Planning Commission meeting on HB8002
- Attended CCM Intersection of Affordable Homes and Housing Quality meeting
- Attended 1 CTCMA Quarterly Meeting (1½ hrs)
- AdvanceCT Monthly Partners Meetings (1¼ hrs)

Serve on **CRCOG Priority Pathways Advisory Committee:** met to review data collected from surveys and events – ongoing.

Serve on **CRCOG Regional Housing Strategy Steering Committee:** as a representative of small towns with limited utilities for housing development – ongoing. (1½ hrs)

Serve on **CRCOG Cost Review Subcommittee:** representing the town of Bolton for monthly meetings and sometimes chair the meeting – ongoing. (½ hr)