

**TOWN OF BOLTON
BOARD OF SELECTMEN MEETING with A/P
Tuesday, June 16, 2026, at 6:00 p.m.
Town Hall & Zoom Meeting
MEETING MINUTES**

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

STAFF:	James Rupert, Town Administrator
	Stephanie Smigala, Interim 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 6:02 p.m.

2.0 Public Comment: None.

3.0 Resignations:

a. Ricky Kauffman – Senior Van Driver

First Selectman R. Fournier thanked Mr. Kauffman for his public service.

4.0 New Business:

a. Consider and Act on Approving Wreaths Across America for Saturday, December 19, 2026.

Selectman T. Sadler **MOVED to APPROVE** the Wreaths Across America event, on Saturday, December 19, 2026. Selectman B. Aaronson **SECONDED; MOTION CARRIED; 6:0:0**

Yea	Fournier, Aaronson, Clarke, Cowles, DePietro, Sadler
Nay	0
Abstain	0

5.0 Old Business:

a. Consider and Act on Resolutions for BCS School Roof.

Selectman T. Sadler **MOVED to APPROVE** the Resolution for the BCS School Roof as amended.

Selectman B. Aaronson **SECONDED;**

Discussion:

Amendment changes:

- Resolution 1: Add “of schools” after “superintendent.”
- Resolution 3: Change “Public Building Commission” to “Temporary Public Building Commission.”

Discussion on oversight:

- The Temporary Public Building Commission will be in charge, but ultimately reports to the Board of Selectmen. The Board considered clarifying limits on commission authority, such as requiring Board approval for significant financial decisions.

Public Announcement:

- James Rupert, Town Administrator, stated that the commission seeks one (1) additional member, preferably from the Democratic, Independent, or unaffiliated parties, to balance political representation.
- First meeting by the Temporary Public Building Commission is anticipated to be held in mid-July.
- To develop a Request for Proposals (RFP) to put out for bid for a design professional as quickly as possible. A draft RFP has already been developed.

MOTION CARRIED; 6:0:0

Yea	Fournier, Aaronson, Clarke, Cowles, DePietro, Sadler
Nay	0
Abstain	0

b. Consider and Act on Awarding Contract for Adaptive Playground at Memorial Field.

Selectman T. Sadler **MOVED to AWARD** Creative Recreation LLC the contract for the installation of an adaptive playground at Memorial Field **and NOT TO EXCEED** the amount of \$607,479.

Selectman M. Clarke **SECONDED;**

Discussions:

Funding breakdown:

- \$500,000 from a state grant, \$107,479 from PTO fundraising and grants.

Contract Details & Bonding:

- Town attorney was provided the bid and grant when preparing the contract.
- The contract requires a payment bond under Connecticut law to be included within the contract amount for contracts over \$100,000; Creative Recreation LLC can provide a bond at an extra cost, but the Board insists it must fit within the contract amount. A payment bond is to ensure that the general contractor is paid and not sued by the subcontractors.
- Minimal cost to taxpayers (mainly legal fees and staff time – estimated approximately under \$2,000), with most expenses reimbursed or covered by existing grants and fundraising monies.

Payment Schedules & Milestones:

- Town of Bolton will expend monies (pay for the project) and submit for reimbursement based on an agreed upon payment schedule.

- A payment schedule will be based on project milestones (roughly in thirds), with the town seeking reimbursement from the state as work progresses.
- Transparency requested by the BOS regarding payment schedules and grant documentation.

Reuse of Existing Infrastructure:

- Existing playground equipment will be removed and stored for future use.
- Identified Town expenditure not covered by grant monies, however no additional purchases are required by the Town will consist of rebuilding of an existing catch basin.
 - James Rupert, Town Administrator, stated catch basin infrastructure and materials are already in stock.
 - Due diligence was performed by town staff, and a bid was solicited for the repair/replacement of the catch basin which was estimated at \$10,000.
 - The town administration has decided to utilize town staff to repair the catch basin.

Selectman R. DePietro inquired why the Town is expending monies for a playground (initial project costs and bonding), even with anticipated scheduled reimbursement payments, when financial prudence has been identified as a priority by the BOS.

Selectman T. Sadler stated that several Bolton constituents raised concerns about existing playground accessibility, where current conditions of existing playground equipment were identified as not adaptive or accessible to all residents. He further stated an opportunity was identified to solicit for state grant monies and fundraise to offset the cost of an adaptive playground for the community.

MOTION CARRIED; 5:1:0

Yea	Fournier, Aaronson, Clarke, Cowles, Sadler
Nay	DePietro
Abstain	0

6.0 Consider and Act on A/P:

Selectman T. Sadler **MOVED to APPROVE** the A/P in the amount of \$118,465.44.

Selectman B. Aaronson **SECONDED**;

Discussions:

B Aaronson: Page 3, Charge from CT DEEP (Department of Energy & Environmental Protection) – Questioned why there is a \$2,000 service fee from CT DEEP to draw down lake water.

Town Administrator James Rupert stated that the towns of Bolton and Vernon annually request CT DEEP to draw down the lake to manage the existing invasive aquatic species which can cause irreparable harm to the lake if draw down did not occur. It also allows lake residents to make necessary repairs to the lake infrastructure such as stone walls, stairs, docks, etc.

J. Rupert further stated that costs to manage invasive aquatic species were offset by a previously awarded \$35,000 grant, as well, the volunteer group Friends of Bolton Lake save both towns financial resources by volunteering to maintain Bolton Lake.

B. Aaronson: Page 5, Miscellaneous Expense Charge – \$346 expense labeled as “miscellaneous expense” and questioned the expenditure categorization. He questioned Interim Finance Director S. Smigala for supporting financial details and documentation for this expense. S. Smigala stated that there is supporting documentation for the expense. B. Aaronson further recommended the avoidance of financial categorization of expenditures as “miscellaneous”.

MOTION CARRIED; 6:0:0

Yea	Fournier, Aaronson, Clarke, Cowles, DePietro, Sadler
Nay	0
Abstain	0

7.0 Consider and Act on Budget Transfers:

Discussions:

A brief discussion occurred among the BOS and town staff when BOS approval is needed for account transfers. It was stated that BOS approval is needed for transfers in an amount exceeding \$2000.

Selectman B. Aaronson inquired about a \$1K transfer from the town Highway Department for budgetary shortfalls which Selectman Aaronson observed had occurred four (4) times in total accumulating to approximately \$4K.

Selectman T. Sadler **MOVED to TRANSFER** \$15,000.00 from the Administrative Budget from Regular Payroll to Professional & Technical for a shortage due to engineering expenses for multiple projects.

Selectman M. Clarke **SECONDED; MOTION CARRIED; 6:0:0**

Yea	Fournier, Aaronson, Clarke, Cowles, DePietro, Sadler
Nay	0
Abstain	0

Selectman T. Sadler **MOVED to TRANSFER** \$8,000.00 from the Administrative Budget from Office of Administrative Services to XXXXX for the purchase of mandated tabulators.

Selectman M. Clarke **SECONDED; MOTION CARRIED; 6:0:0**

Yea	Fournier, Aaronson, Clarke, Cowles, DePietro, Sadler
Nay	0
Abstain	0

Selectman T. Sadler **MOVED to TRANSFER** \$12,000.00 from the Auditing Department Budget to the Transfer Out Budget from Auditing Services to Employee Separation Fund **and**

MOVED to TRANSFER \$7,000.00 from the Land Use Budget to the Transfer Out Budget from Payroll to Employee Separation Fund for the purpose to transfer unused funds to further fund the Employee Separation Fund where the current balance in the Employee Separation Fund is \$205,000 with \$120,000 estimated to be utilized in FY27. For a total of \$19,000.

Selectman M. Clarke **SECONDED; MOTION CARRIED; 6:0:0**

Yea	Fournier, Aaronson, Clarke, Cowles, DePietro, Sadler
Nay	0
Abstain	0

8.0 Executive Session: Town Administrator FMLA:

Selectman T. Sadler **MOVED to TABLE** the Executive Session until June 30, 2026.

Selectman R. DePietro **SECONDED; MOTION CARRIED; 6:0:0**

Yea	Fournier, Aaronson, Clarke, Cowles, DePietro, Sadler
Nay	0
Abstain	0

9.0 Adjourn:

T. Sadler **MOVED to ADJOURN** the meeting at **6:44 PM**. Selectman B. Aaronson **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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