

**TOWN OF BOLTON
BOARD OF SELECTMEN MEETING with A/P
Tuesday, July 14, 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:	Stephanie Smigala, Interim Finance Director
	Andrea Vassallo, Recording Secretary

1.0 Call to Order:

First Selectman Rodney Fournier called the meeting to order at 6:01 p.m.

2.0 Public Comment:

Jim Lorech, Bolton Resident.

Stated he is concerned about town owned infrastructure and the current conditions of the buildings.

Mary Terhune, Bolton Resident, President of Bolton Land Trust.

Stated she is available for comment if needed related to correspondence presented to the BOS at tonight's meeting. First Selectman R. Fournier stated tha the correspondence was informal/informational and no action was planned.

3.0 New Business:

a. Consider and Act on Non-Union Wage Increases

Selectman D. Cowles **MOVED to TABLE** the vote and referred the topic back to the Finance and Administration Subcommittee for further clarification and information and present to the BOS no later than the first meeting in August. Selectwoman G. Marrion **SECONDED**;

Discussions:

- Concerns raised about lack of clarity in the documentation regarding:
 - Number of positions per category.
 - Distinction between contractual and suggested rates.
 - Consistency in listing compensation as hourly, monthly, or annual.
- Clarification is needed on which positions are under employment contracts, and which are discretionary.

- Noted some vacant positions and the need to clarify active payroll positions.
- Interim Finance Director S. Smigala stated:
 - Non-union contracts closely follow union contract values but are not exact.

MOTION CARRIED; 7:0:0

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

b. Consider and Act Van Bid Award

Selectman R. DePietro **MOVED to APPROVE** the purchase of the 2025 van for municipal use and award the bid to Mobility Works in East Hartford. Selectman T. Sadler **SECONDED**;

Discussions:

- Availability, pricing, and proximity for service considered.
- Bid went out on the state authorized bidders list as well as;
- Internal cost bidding was conducted by municipal staff and came back in 15% higher than state bidders.
- An awarded grant of \$15,460 will be applied to the purchase of the van, as well as \$55,000 in capital budget cover the purchase.

MOTION CARRIED; 7:0:0

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

4.0 STV Presentation Regarding Facility Study:

Angela Cahill, Architect, Architectural Department, STV presented and discussed with the BOS the results of the Bolton Facility Assessment Report:

- **Scope:**
 - Reviewed Town Hall, Library, Senior Center, schools, Trooper Building, Community Voice Building, and fire station.
 - STV was directed to exclude from the scope of work parks and public works properties.
- **Key Findings:**
 - Declining School Enrollment:
 - Not dramatic, but steady; high school and middle school require maintaining current classroom offerings.
 - Potential Overabundance of Town Properties:
 - Opportunity for consolidation and more efficient use.

- Library and Fire Station:
 - Well-suited to current locations; both need expansion but not relocation.
- Need for Large Community Space:
 - Identified by multiple departments as a critical gap.
- Deferred Maintenance:
 - Urged inclusion in capital improvement plans.
- **Recommendations Summarized as Three (3) Potential Options:**
 1. **All-in-One at Notch Road:**
 - Combine town functions at Notch Road site, possibly requiring new construction or adaptive reuse.
 - Existing buildings (Town Hall, Trooper, Community Voice) could be sold or repurposed.
 2. **Expand Current Town Center:**
 - Keep and expand at current site, though challenging due to site constraints.
 - Retains town center character.
 3. **Dual-Site Strategy:**
 - Maintain functions at both locations; less efficient but preserves town assets.
- **Next Steps:**
 - Community engagement and input on options.
 - Cost estimation and scheduling to be developed in collaboration with architects.
 - Consideration of state grants and potential funding sources.
 - BOS to study the assessment report and consider budgeting options.
- **Discussion Highlights:**
 - Questions about use of vacant space in schools for administrative offices.
 - Challenges of making historic buildings ADA compliant.
 - Importance of public input before final decisions.
 - Clarification on deliverables and cost estimation timeline for STV.

5.0 Correspondence:

a. R. Parlee – Conservation Commission to Bolton Land Trust

Rod Parlee, Chair, Conservation Commission provided a letter to the BOS about the possible sale of private land in a commercially zoned area that the town should consider purchasing with a possible interested “angel investor.” The BOS inferred no immediate action is needed; M. Terhune, President of the Bolton Land Trust stated the BLT does not meet during the summer season and meets the first week in September 2026 and will add to their September agenda.

6.0 Old Business: None.

7.0 Consider and Act on A/P:

Selectman T. Sadler **MOVED to ACCEPT** the A/P for FY25-26 in the amount of \$437,181.39.
Selectman M. Clarke **SECONDED**;

Discussions:

B. Aaronson: Page 2 – Senior Center Cookout, \$283.

Inquired if there was a designated participant list and if documentation is common practice for the event. Town Staff stated that the Senior Center Director does collect participation information for events and reviews annual participation data.

T. Sadler: Page 2 – Bolton Notch Valley Falls Ecological Study

Inquired about the Bolton Notch Valley Falls Ecological Study; its purpose and results.

D. Cowles: STV Engineering Firm

Stated he would like to see the approved contract amount and scope of work for FY25-26.

B. Aaronson: Page 7 – Home Depot Credit Account

Excited to see that there are no late fees incurred this month!

BOS Discussion: Page 11 – State Trooper Service Fees

BOS inquired if the Town is paying for state trooper service fees retroactively from the year prior. Interim Finance Director S. Simgala confirmed that is correct

MOTION CARRIED; 7:0:0

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

Selectman T. Sadler **MOVED to ACCEPT** the A/P for FY26-27 in the amount of \$138,625.75.

Selectman M. Clarke **SECONDED;**

Discussions:

R. DePietro: Page 2 – Liability Insurance, 1st Installment.

Inquired how many installments total there are?

R. Fournier: Democratic Annual Dues

Inquired if both political parties' annual dues were being paid? Interim Finance Director S. Smigala confirmed that both political entities annual dues are paid for by the town.

MOTION CARRIED; 7:0:0

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

8.0 Consider and Act on Budget Transfers:

The budget transfer was in the amount less than the \$2000 threshold and in the amount of \$75. Therefore, the BOS was notified informationally about the transfer approval.

9.0 Executive Session: Personnel Matter:

Selectman D. Cowles **MOVED** to invite Interim Finance Director to the Executive Session.

Selectman M. Clarke **SECONDED; MOTION CARRIED; 7:0:0**

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

Start: Executive Session at 7:26 AM

End: Executive Session at 8:26 PM

10.0 Adjourn:

Consensus **to ADJOURN** the meeting at 8:26 PM.

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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