



Town of Bolton

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BOARD OF SELECTMEN TUESDAY, JULY 6, 2021 7:00 P.M. – VIRTUAL REGULAR MEETING AGENDA

1. Call to Order.
2. Public Comment.
3. Approval of Minutes.
 - A. May 4, 2021 – Regular Meeting.
 - B. June 1, 2021 – Regular Meeting.
 - C. June 21, 2021 – Special Meeting.
4. Correspondence
 - A. Letter from Bolton Republican Town Committee.
 - B. Memo From BOF Regarding Meeting Dates for the Remainder of 2021
5. Appointments.
 - A. Conservation Commission.
 - B. Heritage Farm Commission.
 - C. Bentley Memorial Library Board.
 - D. Senior Citizen's Commission.
 - E. Fire Commission
 - F. Inland Wetlands Commission.
 - G. Energy Committee.
 - H. Diversity Committee.
 - I. Lake Commissioner.
 - J. Interim Building Official.
 - K. Interim Zoning Agent.
 - L. Assessor.
6. Reports & Updates.
 - A. Subcommittee Reports.
 - B. Properties and Facilities Report.
 - C. Open Space Management & Acquisition.
 - D. FY 21 Budget Report.
7. Ongoing Business:
 - A. Report on Budget Transfers.
 - B. Other.
8. New Business.
 - A. Preliminary Discussion on Budget Cuts.
 - B. Legal Opinion from R. Barger on Meetings
 - C. Holding Meetings in Person.
 - D. Consider and Possibly Act on Selectmen's Wages for FY22.
 - E. Consider and Possibly Act on Wage Increase for Non-Union Staff.
 - F. Consider and Possibly Act on Resident Trooper Contract
 - G. Discussion on ARPA Funds Received.
 - H. Consider and Possibly Act on ARPA Funds for EHHD.
 - I. Consider and Possibly Act on Increasing the Special Events Permit Fee.
 - J. Consider and Possibly Act on RiMaConn Relay Marathon (August 28, 2021).
 - K. Consider and Possibly Act on Signs from FBL.
 - L. Discuss Removing Existing Sign at Sr. Center and Replace at Front of Building and Place Refurbished FD Sign Where Existing Sign Was.
 - M. Discuss Use of Everbridge Notifications for Non-Emergency News and Events.
 - N. Discussion of Local Cannabis Sales.
9. First Selectman's Report:

- A. Update on Board of Finance Actions on budget.
- B. COVID-19.
- 10. Re-Opening.
 - A. Other.
- 11. Administrative Officer's Report:
 - A. Update on Employee Health Benefit Change.
 - B. Updated on Fire Truck Repairs.
 - C. Other.
- 10 Adjournment.

To access the meeting audio in real time, please call 1-929-205-6099 and enter the Meeting ID: 875 4514 6884. Preference for public commenting will be given to pre-registrants. To pre-register for public comment please contact the Media Coordinator at media@boltonct.org or 1-860-649-8066 x6112 and leave your name, number, and address. Audio recordings of each meeting are posted to the Town's website within seven days following the live event.

**TOWN OF BOLTON
BOARD OF SELECTMEN
REGULAR MEETING
TUESDAY, MAY 4, 2021, 7:00 P.M. VIRTUAL
MINUTES**

		Present	Absent
First Selectman	Sandra Pierog	X	
Deputy First Selectman	Kim Miller	X	
Selectman	Robert DePietro	X	
Selectman	Mike Eremita	X	
Selectman	Robert Morra	X	
Interim Administrative Officer	Jim Rupert	X	
Members of the Public			

Also present: Rod Fournier, James Demorro, John Gaspar, John Toomey, Jim Dwire, Bernice, Moria, Nick Lavigne, Pam Sawyer, Bruce Dixon, Brian Miller, Cheryl Udine, Amanda Gallacher.

1. Call to Order:

By: Sandra Pierog

Time: 7:01 p.m.

Place: Virtual

2. Public Comment:

Brian Miller, Bolton Booster Club president: The club supports fitness type goals in Bolton. There is interest from the group to get some answers to questions about the track and soccer field. B. Miller understands there is potentially bonding for the track and soccer field upgrades. Is this a package deal that is going to referendum in May?

Pierog said it will not be going to referendum on May 18th. A date for this has not been set up. There are a large number of capital items that can be found on the proposed May 18th budget under Capital Budget. Included are the soccer field improvements, the track, and a fire truck. The vote on May 18th is only for the budget. The soccer field improvements and track will be part of a future town meeting. We are waiting for estimates on the improvements. And we will have to decide if there will be one question or multiple questions for bonding. We hope to have that ready to take to the voters in May 2022.

Mr. Miller asked if lights will be included and if there is to be stadium seating?

Pierog said there are no lights proposed at this time but wiring conduit under the field will be included for a possible future lighting project. There is some sort of seating included in the package.

B. Miller said the Booster Club is interested in helping in any way that it can. Pierog said once the bond package is announced and the date for voting on it is set the BOS and members of any agencies or commissions are prohibited with sharing anything about the package other than the facts. It is handy to have support of a particular item.

3. Approval of Minutes:

April 6, 2021, Regular Meeting

Motion: I move the Bolton Board of Selectmen approve the minutes of the April 6, 2021, regular meeting as presented.

By: Morra

Seconded: Pierog

Voting:

For: Pierog, Morra, Miller, Eremita, DePietro

Against: None

Abstain: None

April 8, 2021, Special Meeting

Motion: I move the Bolton Board of Selectmen approve the minutes of the April 8, 2021, special meeting as presented.

By: Morra

Seconded: Miller

Voting:

For: Pierog, Morra, Miller, Eremita, DePietro

Against: None

Abstain: None

April 12, 2021, Special Meeting

This item was postponed until the next meeting.

4. Appointments:

None

5. Correspondence:

Email from Tom Ansaldi regarding no parking signs on the first 100-200' of Iroquois Trail

Pierog said Mr. Ansaldi is a resident of Iroquois Trail. He's asking that no parking signs be placed on both sides for the first 200' of the Trail. Pierog thought this was addressed in the past and the finding was that no parking signs were warranted. Morra does not recall if any action was taken. Morra said the Resident Trooper may have a way of addressing this.

Pierog said posting a sign does not mean adherence. Pierog asked Rupert to speak to the Resident Trooper. Rupert said he did get feedback from the Highway Foreman who has been monitoring the issue since the email was received. The Foreman has observed that people are not parking on both sides of the road; he has not seen the parking being an issue with sight lines or traffic at the intersection. This situation will continue to be monitored for a while longer. People do need a place to park. Perhaps signs can be placed on only one side of the road. Rupert will inform Mr. Ansaldi that we will continue to monitor the

situation and seek advice from the Trooper.

Pierog received no objections from the Selectmen to move to Ongoing Business next.

6. Reports & Updates:

A. Subcommittee Reports

None

B. Properties and Facilities Report

None

C. Open Space Management & Acquisition

None

D. FY 21 Budget Report

Pierog said we are currently where we should be with expenditures. There is \$1.8 mill. unspent in funds and it is anticipated that most of that will be spent in May and June. The BOS had committed to return \$175k to the BOF from unspent funds. After tonight there is another \$125k that could be returned.

Pierog is looking for consensus and agreement from the Selectmen that we can commit the additional \$125k to the BOF.

Pierog received consensus from the BOS to commit returning \$300k to the BOF. Eremita agreed barring unforeseen emergencies. Pierog said there was such an emergency with Enrico Road last year. The committed funds were returned to the BOF with the understanding that the BOS would be asking for funds for the emergency at the beginning of the new fiscal year. Eremita expressed concern that we are not leaving ourselves with a cushion. Pierog said we can always return more and will if planned expenditures do not occur. Pierog will make sure the BOF understands the concerns stated.

Motion: I move to allow the First Selectman and the Interim Town Administrator to approve expenditures of less than \$5k, to be reported to the BOS at the next meeting, until the end of the fiscal year.

By: Eremita

Seconded: Morra

Discussion: Eremita said this has historically been done to allow the Town to run properly and smoothly toward the end of a fiscal year.

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

7. Ongoing Business

A. Approval of 2021 Greenbank Agreement (Re-authorization)

It is the reauthorization with CT Greenbank that allows businesses to get loans for solar installations; the town bills the interest on an annual basis with an amount given to us by Greenbank. Marcus Communications took advantage to put solar on the tower site on Box Mountain.

Motion: I move to approve reauthorizing this agreement with Connecticut Greenbank.

By: Morra

Seconded: Miller

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

B. Employee Separation Fund Transfer

Pierog said this is part of the proposed transfers for this evening on lines 23 & 26 of the Excel spreadsheet. This is to increase the separation fund to cover an imminent retirement. Morra said this is done on an annual basis. We have many loyal, long-term employees with unused sick and vacation time that becomes accrued and must be paid out upon leaving the Town's employment.

Motion: I move that the Board of Selectmen approve this transfer.

By: Morra

Seconded: Miller

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

C. Return of Unspent Funds from FY 2021

This was done by consensus above.

D. Approval of 300th Fireworks with Hebron

Pam Sawyer was present representing the 300th Anniversary Committee to ask for the approval of the fireworks expenditure for the 300+1 Anniversary to be held at the Hebron Lions Fairground on June 6th. Bolton's own, Still Picking, will be providing music. Food trucks will be present. The Committee would like to expend the funds for some outdoor fun. Morra said this activity was budgeted at \$10k; \$7,500 for the fireworks and the remaining for the copays for police and incidentals. Sawyer said this is the same amount of money planned for last year; the costs have not increased. She continued saying the bounce houses will not be part of the celebration. All activities will be outdoors. Pierog said the money is set aside in the anniversary fund.

Motion: I move to approve this expenditure.

By: Morra

Seconded: Eremita

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

Sawyer would like the BOS to consider providing an answer for the next meeting on what the plan is for opening Town facilities so other anniversary activities can move forward. Is there a possible opening date? Pierog said we have not reached that conclusion yet. The Emergency Management Committee continues to meet on a weekly basis. There were five new cases of COVID-19 in town this past weekend. The spread is increasing which we are watching.

E. Consider and possibly act on Budget Transfers and/or Appropriation Requests

Pierog explained the transfers. The rationale for the Library is stated incorrectly. This transfer is being asked for to cover the retirement of a part-timer without dipping into the Separation Fund.

Proposed FY 2021 Transfers - May 4, 2021

\$ 997.13	To	Admin. - Other payroll	From	Admin. - Regular Payroll	<i>Rationale: to cover underbudgeted other payrolls</i>
\$ 201.21	To	Town Clerk - Regular Payroll	From	Town Clerk - Other Contracts	<i>Rationale: to cover time worked over 35 hours a week by Asst. Town Clerk</i>
\$ 30,000.00	To	Library - Other Payroll	From	Library - Regular Payroll	<i>Rationale: to cover the payroll of new part time employee in the library. Previous person was paid out of regular payroll line.</i>
\$ 212.92	To	Emerg. Mgmt. - Payroll	From	Emerg. Mgmt. - Other Supplies	<i>Rationale: to cover the increase in the emergency management's pay. The position is 14% of the salary.</i>
\$ 13,000.00	To	Admin. - Equipment	From	Admin. - Prof./Tech Services	<i>Rationale: This is for the purchase of a new server</i>
\$ 18,000.00	To	Capital Improvement - Trailer	From	Admin. - Prof./Tech Services	<i>Rationale: The Fire Commission wishes purchase a 20' + 30" V 9,990 lb GVWR trailer that will be able to help them cut down on the total amount of space needed for an expansion to the Firehouse</i>
\$ 40,000.00	To	Separation Fund	From	Admin. - Prof./Tech Services	<i>Rationale: to cover the yearly planned contribution into the separation fund.</i>
\$ 35,000.00	To	Separation Fund	From	Highway - Regular Payroll	<i>Rationale: to cover the yearly planned contribution into the separation fund.</i>
\$ 4,400.00	To	Admin. - Furniture/Fixtures	From	Admin. -Property	<i>Rationale: to purchase new office furniture for Town Clerk's office</i>
\$ 1,000.00	To	Admin. - Equipment	From	Admin. - Advertising	<i>Rationale: for the purchase of an owl for hybrid meetings</i>
\$ 500.00	To	Admin. - Equipment	From	Admin. - Advertising	<i>Rationale: to purchase a wall mountable touch screen that will run the new Senior Center software. Visitors will use it for checking in for various programs and it will interact with the database that staff is currently using.</i>
\$ 46,000.00	To	Highway - Road Repair	From	Highway - Salt and Sand	<i>Rationale: to cover the additional cost for the road repair of Hebron Road and a flagger because of the limited amount of current staff.</i>
\$ 3,000.00	To	Fire Commission - Equipment	From	Fire Commission -Repair & Maint. Supplies	<i>Rationale: To cover the purchase of flashlights, hand tools, Salvage covers, Rescue Rope, Radio batteries, Portable radio mics, and hose reels.</i>
\$ 1,000.00	To	Fire Commission - Other Supplies	From	Fire Commission - Other Professional Services	<i>Rationale: to cover the cost of water and FF awards</i>
\$ 5,000.00	To	Fire Commission - Uniforms	From	Fire Commission - Communication	<i>Rationale: to purchase firefighters turnout gear, safety vests, helmets and boots</i>
\$ 600.00	To	Fire Commission - Office Supplies	From	Fire Commission - Other Prof. Services	<i>Rationale: to cover the cost of copy paper, stationary, computer monitor and EGC tuner</i>
\$ 4,563.89	To	Building & Land Use -Prof./Tech Services	From	Building & Land Use - Other Payroll	<i>Rationale: to cover the cost of additional hours needed for the Consulting Director of Community Development because of staff changes</i>
\$ 17,500.00	To	Building & Land Use -Prof./Tech Services	From	Building & Land Use -Regular Payroll	<i>Rationale: to cover the cost of additional hours needed for the Consulting Director of Community Development</i>

Motion: I move to approve these transfers.

By: DePietro

Seconded: Morra

Discussion: Pierog said she is in favor of all of the transfers except for Capital Improvement - Trailer because it appeared without prior notice. This item has not been considered by the voters or the Capital Improvement Committee. Morra said having the trailer will relieve the spacing issue in the fire house. There is a long-term plan for an addition to the fire station. This will satisfy a critical need for the short-term. Morra agrees it should have been brought forward within the established process, but the need is present. Pierog said she has had communication from the Chair of the Fire Commission that the department intends to retain the current command vehicle in addition to the vehicle that will be joining the fleet soon. This will be one extra vehicle to be housed. And the Commission further intends to retain the ET334 when a new truck is obtained. The station will be totally out of space in very short order. If anything, this is for the very short-term. Morra said the Public Safety subcommittee should discuss all of the issues that are stated in the letter from the Chair. K. Miller took a mini tour of the fire house to get a visual image. This trailer does seem like an inexpensive viable solution to the space problem. The fire department, which is more about emergency services than fires, does so much to support the town. DePietro said he respects Pierog's position about going through the proper procedure but he does agree with K. Miller with the visual inspection of the fire station. It is a temporary solution until we figure out the long-term solution.

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

Pierog said she voted yes because of Morra's, DePietro's, and Miller's view that this is a temporary solution until we get to a long-term one. This should not be viewed as a free pass to future expenditures the Fire Department expects the BOS to fund. Pierog expects the established procedures to be followed. If the department has a request for a capital item put it in the five-year plan even if it decides it is something the Town cannot afford at the present so it is not a surprise to the voters, BOS, or the Capital Plan Committee. Eremita said the Town Administrator approached the Fire Department asking if there are any items it wishes to purchase as there are some funds left over this year. The department gave an answer to that inquiry; we did not try to circumvent the process. Eremita recommends that the Town Administrator not make that type of statement to Staff in the future. Pierog said this has been addressed and future comments will have a cost limit.

F. Other

None

G. Other

None

8. New Business:

Consider and possibly act on the following:

A. Set Location of 2021 Budget Referendum

Pierog said there is a letter in packet from both Registrars asking the BOS to set the location of the May referendum at St. Maurice Parish Center. The space meets the

pandemic safety guidance. Pierog did receive a comment from a resident asking if it is possible to cover any religious items that may be visible during the event. Bernice said she can check on that but does not think there are religious items in the Center's main space.

Motion: I move to set the location of the 2021 budget referendum at St. Maurice Parish Center.

By: Morra

Seconded: DePietro

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

B. Call and Resolutions for Annual Town Meeting

Pierog said the Annual Report is currently at the printer.

**TOWN OF BOLTON
CALL FOR ANNUAL TOWN MEETING
THURSDAY, MAY 20, 2021 – 7:00 P.M. (VIRTUAL)**

The legal voters of the Town of Bolton are hereby warned and notified to meet in the Annual Town Meeting to be held virtually via zoom Thursday, May 20, 2021 at 7:00 P.M. for the following purposes:

1. To hear annual reports from each town Commission, Board, Agency and Office.
2. To discuss the proposed annual budget for the Town of Bolton.
3. To authorize the Board of Selectmen and the Treasurer of the Town of Bolton, when the annual budget is adopted, to borrow on specific accounts, or otherwise, such sums of money from time to time, and at such time or times as may be necessary to meet the expenses and obligations of said Town of Bolton for the fiscal year 2021-2022 in an amount not exceeding the appropriations authorized herein.
4. To consider and act upon the five (5) year capital improvement plans as presented by the Board of Selectmen and Board of Education in the annual budget document.
5. The unauthorizing of the authorized but unissued debt for projects in the Official Bond Statements.

Dated at Bolton, Connecticut, this 4th day of May 2021.

Bolton Board of Selectmen

Sandra W. Pierog

Kimberly A. Miller

Michael W. Eremita

Robert R. Morra

Robert DePietro

Item #1

RESOLVED: That the Annual Reports for each Board, Commission, Agency and Office be accepted as printed in the "Annual Report of the Town of Bolton," for the year ending June 30, 2020, as published by the Board of Finance and filed with the Town Clerk.

Item #2

RESOLVED: (Item for discussion only, no motion required.)

Item #3

RESOLVED: That the Board of Selectmen and the Treasurer of the Town of Bolton be authorized to borrow on specific accounts, or otherwise, such sums of money from time to time, and at such times as may be necessary to meet the expenses and obligations of said Town of Bolton for the fiscal year 2021-2022, in an amount not exceeding the appropriations authorized herein.

Item #4

RESOLVED: That the five (5) year capital improvement plans be accepted as presented by the Board of Selectmen and Board of Education in the annual budget document.

Item #5

RESOLVED: That the unauthorizing of the authorized but unissued debt be accepted as presented by the Board of Selectmen in the Official Bond Statements for the following projects:

Projects	Amount
Board of Education Facilities Improvements	\$ 1,860.00
Town Facilities Improvements	\$ 9,386.00
Aerial Fire Truck	\$ 10,850.00
Center Road Property Acquisitions	\$ 10,000.00
High School Project	\$ 70,024.00
Tanker Fire Truck and Related Equipment Acquisition	<u>\$ 41,000.00</u>
	\$ 643,120.00

Pierog said pertaining to item #5 that as long as the Town continues to leave this borrowing as authorized it reflects on our credit report. We can't borrow on these completed projects. The unauthorizing will fix our credit report.

Motion: I move to approve the call and resolutions as presented.

By: Morra

Seconded: Miller

Voting:

For: Pierog, Morra, Miller, Eremita, DePietro

Against: None

Abstain: None

C. Set Meeting Date for Annual Town Meeting

The Annual Town Meeting will be held on May 20, 2021 as a virtual meeting.

Motion: I move set the meeting date for the virtual Annual Town Meeting for May 20, 2021:

By: Pierog

Seconded: Miller

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

D. Approval of Fireworks with Town of Hebron for 300th Anniversary

See above for the action taken on this item.

E. Appointment of EHHD Board of Directors

Pierog said Josh Kelly was the representative before he left and she asked if Jim Rupert is willing to take on that position. Rupert replied in the affirmative.

Motion: I move to appoint Jim Rupert as Bolton's representative to the EHHD Board of Directors.

By: Morra

Seconded: Miller

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

F. Building Safety Month Declaration

Rupert said we've done this for a few years now. The International Code Council sets the model codes. These are widely recognized across the world. The ICC has asked building officials across the state to declare May as Building Safety Month. Rupert will follow the declaration by the BOS up on the Bolton Bulletin to explain why the month is declared as such and the ICC codes are used to create a safer community.

Motion: I move to declare May as Building Safety Month.

By: Eremita

Seconded: DePietro

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

9. First Selectman's Report:

A. Update on Board of Finance Actions on Budget

Pierog said the BOF has reduced the BOS' budget by \$30k in anticipation of the savings on health insurance. We did get the final numbers from the State Partnership plan and the premiums are slightly less than anticipated. There will be \$30k in savings and possibly more. Open enrollment begins May 10th and will continue for two weeks for Town staff and BOE staff. The individual employee contributions differ between the BOE and Town proper. The premiums on the State plan are the same no matter where employees are staffed. The BOF will meet on Thursday night to finalize the budget.

B. COVID-19

Pierog said the Emergency Management Committee meets weekly. The planning is to have all Town employees returning to town offices on June 7th. Anyone with concerns should reach out to Jim Rupert. Concerns will be addressed on an individual basis. We've had 281 cumulative cases; 160 have happened in 2021 which is almost two new cases per day. Working with a State population number of 4,484 Bolton residents not quite 50% have had one vaccine shot; 42% have received two shots.

C. Other

Pierog said the Planning & Zoning Commission is meeting tomorrow night. There are several proposals on their agenda. One is the Mobil station and car wash being completely razed with a rebuild of a new building and relocation of the pumps. Second, there is a proposal for a retail office development on the property that abuts the Bolton Dental office.

Eremita said he wants to toss out an idea for the BOS to think about. The Town pays a lot of money to maintain a small staff at the old school. In the vein of shared services that we are trying to do town-wide for consolidation and to be more efficient he would like to discuss combining the finance directors of the Town and the BOE. Our town budget of \$20 mill. is a fairly small budget. The Town side is about \$6 mill. with the BOE taking the remaining amount which is a 30/70 split. Eremita feels the BOE Finance Director could take on the Town's finances. Support staff could be moved to the BOE and the costs of maintaining staff at the old school would be eliminated. The building could be razed immediately. Pierog said the Shared Services subcommittee has not been able to meet since January 2020 with COVID-19 efforts taking up our time. The subcommittee meetings will probably not start again for some time. She does not see that building opening any time soon as it does not have the air handling needed for safe use. The Superintendent has said there is no space for additional staff at the BOE Administration building. The Prestredo property is not a suitable building for Town staff because we would not be able to cordon off access from the Resident Trooper's office.

10. Administrative Officer's Report:

A. Update on Employee Health Benefit Change

Rupert said Pierog provided some input on this item above. Staff is working hard to make the change happen successfully. There are many moving pieces when changing insurance companies. We did get 100% buy in from the unions. Rupert feels the staff will be appreciative of the new insurance plan as the coverage and benefits are very robust.

B. Administrator's Transition

Rupert said he is transitioning into the role with his focus being the new role in the Selectmen's office. Randy's and Danielle's hours are being increased in the Land Use office. Pierog has been incredibly patient and helpful. Morra said he appreciates the Administrative office sending out information. Pierog agrees that things are going in the right direction.

C. Other

None

11. Executive Session: Supervisor's Contract Negotiations

Motion: I move that the Board of Selectman enter Executive Session to discuss Supervisor's Contract Negotiations with Jim Rupert, Interim Town Administrator, in attendance.

By: Morra

Seconded: Miller

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

The Board entered Executive Session at 8:31 p.m.

The Board exited Executive Session at 8:59 p.m.

12. Adjournment:

Motion: I move for meeting adjournment at 8:59 p.m.

By: Morra

Seconded: DePietro

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

Respectfully Submitted,

Yvonne B. Filip

Yvonne B. Filip, Board of Selectmen Recording Secretary

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

**TOWN OF BOLTON
BOARD OF SELECTMEN
REGULAR MEETING
TUESDAY, JUNE 1, 2021, 7:00 P.M. VIRTUAL
MINUTES**

		Present	Absent
First Selectman	Sandra Pierog	X	
Deputy First Selectman	Kim Miller	X	
Selectman	Robert DePietro	X	
Selectman	Mike Eremita	X	
Selectman	Robert Morra	X	
Interim Administrative Officer	Jim Rupert	X	
Members of the Public			

Also present: Nick Lavigne, Lori Bushnell

1. Call to Order:

By: Sandra Pierog

Time: 7:03 p.m.

Place: Virtual

2. Public Comment:

No one was present to speak.

3. Approval of Minutes:

Pierog said the approval of the minutes for the April 12, 2021 special meeting needs to be added to this agenda. Pierog said the minutes from April 12 and May 10 did not have page numbers – these are a huge help and should be used on the documents.

Corrections:

- Page 1, item 3, first paragraph, fourth sentence – change “Sandy” to “Sandra”.
- Page 2, second paragraph, second sentence – change “teller” to “Teller”.

Motion: I move the Bolton Board of Selectmen accept the minutes of the April 12, 2021, special meeting with the suggested corrections.

By: Morra

Seconded: Eremita

Voting:

For: Pierog, Morra, Miller, Eremita, DePietro

Against: None

Abstain: None

A. May 4, 2021, Regular Meeting

Corrections:

- Page 1, Also present – add “Dixon” after “Bernice”; correct “Udine” to “Udin”.
- Page 5, line item Capital Improvement – Trailer – the correct dimensions are 20’ x 8.5’.
- Page 6 – after the voting Pierog – stuff missing in that paragraph. Go back for a rewrite of this section. Proposed rewrite or addition from Eremita. Postpone until next the meeting.
- Page 10, item C, second paragraph, last sentence – change “Prestredo” to “Pistritto”.
- Page 11, item B, second sentence – add “Heckman” after “Randy”; add “Palazzini” after “Danielle”.
- Page 11, item B, third sentence – add to the beginning of the sentence “Rupert said”.

Eremita said on page 6 after the voting tally there is information missing in that paragraph. Eremita said he thinks that should be reviewed for a rewrite of the section. Pierog said this is not a transcript. Eremita can provide a proposed rewrite or addition to the paragraph. Pierog said the approval of the minutes will be held until the next meeting. Pierog said the above mentioned corrections will be carried over until the next meeting and be a part of the approval of the minutes of the May 4, 2021 regular meeting.

B. May 10, 2021, Special Meeting

Motion: I move the Bolton Board of Selectmen approve the minutes of the May 10, 2021, special meeting as corrected.

Corrections:

- Page 3, second paragraph from the bottom, second paragraph – remove “just the fire truck” and add “all items”.
- Page 4, eighth paragraph, first sentence – change “fire department” to “Board of Selectmen”.

By: Morra

Seconded: Eremita

Voting:

For: Pierog, Morra, Miller, Eremita, DePietro

Against: None

Abstain: None

4. Appointments:

None

Pierog reminded Eremita and Morra that we have not received any interested parties for the diversity committee from the Republican side of the political spectrum.

5. Reports & Updates:

A. Subcommittee Report

None

B. Properties and Facilities Report

None

C. Open Space Management & Acquisition

None

D. FY 21 Budget Report

Rupert said everything is on track with spending; nothing is unbalanced at this point. Some small transfers have been done; these are nothing extraordinary.

Pierog said Jim Rupert and Jill Collins went through the budget line by line and identified an additional \$70,000 mostly in amounts in the range of \$1,500 - \$2,000. The Board of Finance did not make additional reductions other than the \$130,000 due to the medical insurance transfer to the State Partnership Plan. The Board of Education's report of \$64,499 in medical savings is offset the special education costs that will be incurred next year.

Pierog said the Board of Finance set the number for the referendum. Rupert recalled the number being around \$23 mill. Eremita said it is just over a 3% tax increase; 3% has been the percentage that makes it or breaks it. The mil rate potential is 40.16. Pierog said her notes indicate the final budget number to be \$23,073,494.

6. Ongoing Business**A. Return of Unspent Funds from FY 2021**

This item was discussed above.

B. Report on Budget Transfers

The transfers that Rupert and Pierog were authorized to make was in the Member's packet. Pierog said the second to last item should be To Fire Comm.-Professional Training From Fire Comm. – Other Payroll.

C. Other

Pierog said she received an email from John Elsesser, Town Manager of Coventry, saying the bill to extend the sewer line was approved by the House and was signed by the Governor last week. The line will be extended to the shopping center on Route 44 in Coventry.

Morra said there may have been some issues with a high water table. The Legislature approved the expansion a week after DEEP decided it was okay to expand the line and stepped back. This has been on a four year track to get to this point for the short distance. The stub into Coventry was originally approved and is in place. Coventry paid for the stub. This is good news for the Bolton Lakes Regional Water Pollution Control Authority with the revenue that will be brought in.

Pierog said in response to Mr. Ansaldi's request discussed at the last meeting – Iroquois Trail has been monitored for parking issues and in no case has Town staff seen more than one car parked on the Trail. And the car was parked away from the intersection or anyone's property. This will continue to be monitored. Town staff is checking the

situation on weekends, too. Morra said he goes by this area twice a day and he has seen literally one car.

7. New Business:

None

8. First Selectman's Report:

A. Update on Board of Finance Actions on Budget

Pierog said this was discussed previously. Also, the Executive Order to allow for 'no excuse absentee ballot' was renewed by the Governor. The application for such a ballot is currently available on the home page of the Town's web site. The ballots should be available for mailing by the beginning of next week. The drop box for completed ballots will reappear outside the Town Clerk's office.

B. COVID-19

DePietro asked when the Senior Center will be reopened. Pierog said there are no definitive plans yet. Town staff will be back together at work on June 7. Staff is in the planning stage for reopening the Town Hall for business, the library, and the Senior Center.

Pierog said after staying at 287 cases for a week a new case occurred over the weekend. Overall, Bolton's over 65 population is 100% fully vaccinated. The state average for that age group is 89.9%. For those in the age group of 45 – 64 Bolton has 64% with one dose while the Connecticut average is 82.1%. In the 15 – 44 age group Bolton is at 62% compared to the state's percentage of 64.7%. Those numbers are not changing. One percent for Bolton is 50 people. Our over 65 age group has done a fantastic job. Pierog said the Department of Public Health is using 2019 population data. Bolton should be at the state average. Bolton remains at five fatalities. Most of the new cases have been in the 12 – 64 age range. One advantage of Bolton not being up to the state average is the younger age groups are not in the high risk category.

C. Other

Pierog said the Annual Report is back from the printer and is available at the Town Clerk's office. Rupert will check that it is published on the Town website.

10. Administrative Officer's Report:

A. Update on Employee Health Benefit Change

Rupert said open enrollment went very smoothly. Although Staff is not happy about changing insurance again the feedback received is that staff is please about this change. The employees feel this is a better plan and appreciates the change even if they have to do things differently. Rupert said this plan is similar to what he enjoyed when he came to work for the town fourteen years ago. Such a plan makes public service more attractive to some employees. It is the attitude, atmosphere, and the benefits that keep the employees with the Town of Bolton.

B. Update on Fire Truck Repairs

Rupert spoke to Chief Dixon. The engine and transmission were removed. Currently the radiator is being rebuilt. The work is progressing with completion closer to 30 days versus 60. Chief Dixon will be making a visit to the vendor in Middletown.

Eremita said the department is pleased that this is moving along. The engine going in is comparable to what was taken out.

Rupert said the department responded to one fire without this truck. The response from Bolton and others was well done. Eremita said hats off to the Cadets. They did an outstanding job for people just coming into the department.

Pierog said the radiator cost was in the general vicinity of \$3,600. The radiator could have sucked in something it should not have when the seals blew. It is easy to repair a radiator while it is out of the truck. Eremita said the rebuild is a prudent move. Radiator was around 3600 in the general vicinity.

C. Other

There has been a bear running around town with one sighting on Watrous Road near the Rail Trail. Bear safe information from DEEP has been on social media and will be on the Bolton Bulletin later this week.

An OWL device was purchased last week. This sits on a conference table with cameras and microphones. The camera moves to the person speaking. This is intended for hybrid meetings.

11. Executive Session

A. Regarding Potential Litigation, Including Tax Collector, Town Attorney and Interim Town Administrator

Motion: I move that the Board of Selectman enter Executive Session to include Lori Bushnell, Tax Collector, Richard Barger, Town Attorney, and Jim Rupert, Interim Town Administrator.

By: Morra

Seconded: DePietro

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

The Board entered Executive Session at 7:52 p.m.

The Board existed Executive Session at 8:17 p.m.

B. Possible Action on Potential Litigation

Motion: I move that the Board of Selectman empower Town Attorney Richard Barger to work with Tax Collector Lori Bushnell to begin the foreclosure process for the property located at 65 Shoddy Mill Road.

By: DePietro

Seconded: Miller

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

D. Regarding Supervisor's Contract Negotiations

E. Discussion on MidNeroc Settlement

Motion: I move that the Board of Selectman enter Executive Session to discuss Supervisor's Contract Negotiations and the MidNeroc Settlement and to include Jim Rupert, Interim Town Administrator.

By: Morra

Seconded: DePietro

Voting:

For: Pierog, Morra, Miller, DePietro, Eremita

Against: None

Abstain: None

The Board entered Executive Session at 8:20 p.m.

The Board existed Executive Session at 8:57 p.m.

12. Adjournment:

The meeting was adjourned by Pierog at 8:57 p.m.

Respectfully Submitted,

Yvonne B. Filip

Yvonne B. Filip, Board of Selectmen Recording Secretary

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



Town of Bolton

222 BOLTON CENTER ROAD • BOLTON, CT 06043

**BOARD OF SELECTMEN
MONDAY, JUNE 21, 2021- 6 P.M. VIRTUAL
SPECIAL MEETING
MINUTES**

The Board of Selectmen held a Special meeting on June 21, 2021 virtually by zoom with First Selectman Sandra Pierog presiding. Also in attendance were Selectmen: Robert Morra and Michael Eremita; and Administrative Officer James Rupert. Absent were Selectmen: Kimberly Miller and Robert DePietro.

1. Call to Order

Sandra Pierog called the meeting to order at 6:03 p.m.

2. Consider and Act on Second Referendum Date and Location and Further Interval Date Spans if Needed

Sandra Pierog asked if there was a motion to set the second referendum date for June 29th at Ryba Hall, St. Maurice Church from 6 a.m. to 8 p.m.

Motion: I move to set the second referendum date for June 29th at Ryba Hall, St. Maurice Church, from 6 a.m. to 8 p.m.

By: Robert Morra

Seconded: Michael Eremita

Discussion: None

Voting for: Robert Morra, Michael Eremita, Sandra Pierog

Against: None

Abstain: None

Passed unanimously.

Sandra Pierog stated that if the June 29th referendum failed then moving two weeks out after the June 29th date will put us at July 13th then July 27th.

Motion: I move to set the interval dates for the additional referendums if needed after June 29th as July 13th and July 27th from 6 a.m. to 8 a.m. at Ryba Hall, St. Maurice Church again.

By: Michael Eremita

Seconded: Robert Morra

Discussion: None

Voting for: Robert Morra, Michael Eremita, Sandra Pierog

Against: None

Abstain: Note
Passed unanimously.

Sandra Pierog shared that she had checked the town charter in regards to having heard we can only have 3 or 4 referendums. She stated that there is no limit to the number of referendums we can have. The only thing the charter states is that if the budget does not pass by the beginning of the next fiscal year then the Board of Finance should set a temporary mil rate **not higher than the current one** and then we should send out additional bills. She also said that both James Rupert and she have had contact with the Tax Collector Lori Bushnell, and she is of the opinion that if the budget passes on June 29th they could get the bills out by mid-July and is recommending that we put an interest free date until September 1st. Sandra then said this was something that could be voted on at the July meeting.

3. Consider and Possibly Act on a Resolution to Allow the Town to Apply for a \$15,000 Grant to Help with the Preparation of an Affordable Housing Plan as Required by the State By Next Summer.

Sandra Pierog shared this grant is for the Affordable Housing Plan which is state mandated. Jim Rupert stated that there is no monetary match needed for this grant; but this grant is awarded on a first-come, first-serve basis. So, we'd like to get this approved as soon as possible.

Motion: I move to adopt the resolution verbatim as written. (See attachment 3)

By: Robert Morra Seconded: Michael Eremita

Discussion: None

Voting for: Robert Morra, Michael Eremita, Sandra Pierog

Against: None

Abstain: None

Passed Unanimously.

4. Approval of Correction to Motion in the Board of Selectmen Minutes from May 4, 2021 – Page 3 of 12, Revised Motion Should Read: I move to allow the First Selectman and the Interim Town Administrator to approve budget transfers of \$5,000 or less, to be reported to the Board of Selectmen at the next meeting, until the end of the current fiscal year.

Sandra Pierog reported the May 4th minutes say: I move to allow the First Selectmen and Interim Town Administrator to approve expenditures of \$5,000 or less – expenditures should be changed to read budget transfers and until the end of the year should be changed to read until the end of the fiscal year.

Motion: I move to make these corrections to the May 4, 2021 minutes.

By: Michael Eremita Seconded: Robert Morra

Discussion: None

Vote for: Robert Morra, Michael Eremita, Sandra Pierog

Against: None

Abstain: None

Passed unanimously

5. Report on Transfers Approved between June 1 and June 18, 2021.

Sandra Pierog shared for information purposes only attached are 4 budget transfer items for which approval was granted prior to June 18th, and there are a flurry of additional requests for transfers which are

still under consideration.

6. Adjournment.

Meeting concluded at 6:11 p.m.

Respectfully submitted,

Kathy McCavanagh

See minutes of subsequent meetings for approval of these minutes and any corrections hereto.

June 23, 2021

To The Town of Bolton Board of Selectmen,

At its June 21, 2021 meeting, the Bolton Republican Town Committee discussed the continued closure, or partial closure, of various Town offices and facilities. Members of the public, as well as BRTC members, expressed concern about the lack of access. All understand how trying the last year has been and appreciate the efforts of the many Town employees who have gone above-and-beyond in their efforts to keep the Town functioning safely and effectively. Nonetheless, it was agreed that a medical reason no longer exists to restrict full access and that the Town needs to return – as most of the State has – to normalcy. The Bolton Republican Town Committee therefore voted to urge the Selectmen to take the measures necessary to open fully all Town offices and facilities, including the Library, the Senior Center, the Notch Road Municipal Center, the Senior Center and Herrick Park. We feel this would benefit all Bolton residents.

Thank you for your consideration of this request.

The Bolton Republican Town Committee

By _____

Mark T. Altermatt

Its Secretary

**Town of Bolton, Connecticut
Board of Finance
Revised Meeting Schedule for Calendar Year 2021**

Wednesday, September 22, 2021

Wednesday, October 27, 2021

Wednesday, November 17, 2021

Wednesday, December 22, 2021

Approved by the BOF at their June 17, 2021, Regular meeting

5.
A-L

5. Appointments

- A. Conservation Commission
 - 1. Rodney Parlee – Full Time
 - 2. Brenda V. Cataldo – Full Time
- B. Heritage Farm Commission
 - 1. Cara Wraight – Full Time
- C. Bentley Memorial Library Board
 - 1. Brook Nowak – Full Time
 - 2. Dorothy R. Neil – Full Time
 - 3. Rebecca Holliman – Full Time
 - 4. Claire Fazzina – Full Time
 - 5. Ulana S. Hryn – Full Time
 - 6. Kelly Goldsnider – Full Time
- D. Senior Citizen's Commission
 - 1. Paula S. Friez – Full Time
- E. Fire Commission
 - 1. Cheryl Udin – Not Seeking Reappointment
 - 2. John Roback – Ineligible for Reappointment (Non-Resident)
- F. Inland Wetlands Commission
 - 1. David Ostafin – Not Seeking Reappointment
 - 2. James P. Loersch – Full Time
 - 3. Andrew Gordon – Going From Alternate to Full Time
- G. Energy Committee
 - 1. Richard Dziadul – Full Time
- H. Diversity Commission
 - 1. Amanda Gordon
 - 2. Cheryl Udin
 - 3. Daniel Bergin
 - 4. Gracie Benson
 - 5. Jaime Guadalupe Ortega
 - 6. Jennifer Cyr
 - 7. John B. Toomey Jr.
 - 8. Kawan Gordon
 - 9. Paula Meyers
 - 10. Rhea Klein
- I. Lake Commissioner
 - 1. Kim Welch – Full Time
- J. Interim Building Official
- K. Interim Zoning Agent

FY2021 June 30, 2021	Adopted Budget	Revised Budget	Expense YTD	Balance	Encumbrance	Unexpended	% Expended	FY20	FY19	FY18
Administration	\$ 729,120.00	\$ 669,066.75	\$ 565,060.08	\$ 104,006.67	\$ 14,289.48	\$ 89,717.19	86.59%	75.82%	83.03%	79.58%
Board of Finance	\$ 2,200.00	\$ 2,200.00	\$ 1,989.59	\$ 210.41	\$ -	\$ 210.41	90.44%	54.23%	60.14%	59.68%
Financial Administration	\$ 231,238.00	\$ 231,238.00	\$ 219,215.76	\$ 12,022.24	\$ -	\$ 12,022.24	94.80%	85.36%	83.97%	85.36%
Auditing	\$ 26,500.00	\$ 26,500.00	\$ 26,000.00	\$ 500.00	\$ -	\$ 500.00	98.11%	92.45%	73.58%	86.96%
Assessor	\$ 81,034.00	\$ 81,034.00	\$ 77,504.20	\$ 3,529.80	\$ 325.00	\$ 3,204.80	96.05%	87.37%	86.05%	83.65%
Tax Collector	\$ 84,394.00	\$ 84,394.00	\$ 77,432.89	\$ 6,961.11	\$ 1,274.39	\$ 5,686.72	93.26%	90.81%	88.53%	80.44%
Fringe Benefits	\$ 974,958.00	\$ 974,958.00	\$ 828,508.23	\$ 146,449.77	\$ -	\$ 146,449.77	84.98%	83.06%	81.49%	89.97%
Town Clerk	\$ 137,079.00	\$ 137,079.00	\$ 132,167.57	\$ 4,911.43	\$ -	\$ 4,911.43	96.42%	90.10%	90.96%	89.28%
Land Use	\$ 303,709.00	\$ 303,709.00	\$ 282,454.98	\$ 21,254.02	\$ -	\$ 21,254.02	93.00%	91.45%	85.06%	81.17%
Planning & Zoning	\$ 7,120.00	\$ 7,120.00	\$ 2,236.40	\$ 4,883.60	\$ -	\$ 4,883.60	31.41%	14.28%	23.55%	26.22%
Zoning Board of Appeals	\$ 1,640.00	\$ 1,640.00	\$ 175.00	\$ 1,465.00	\$ -	\$ 1,465.00	10.67%	36.20%	18.97%	34.37%
Property Insurance	\$ 140,000.00	\$ 140,000.00	\$ 109,818.26	\$ 30,181.74	\$ -	\$ 30,181.74	78.44%	79.16%	83.84%	85.76%
Probate	\$ 5,786.00	\$ 5,786.00	\$ 5,786.00	\$ -	\$ -	\$ -	100.00%	100.00%	96.67%	99.88%
Inlands/Wetlands	\$ 2,235.00	\$ 2,235.00	\$ 545.00	\$ 1,690.00	\$ -	\$ 1,690.00	24.38%	36.80%	26.01%	45.32%
Economic Development	\$ 2,000.00	\$ 2,000.00	\$ 590.00	\$ 1,410.00	\$ -	\$ 1,410.00	29.50%	47.00%	51.25%	28.75%
Elections	\$ 44,931.00	\$ 44,931.00	\$ 36,963.22	\$ 7,967.78	\$ -	\$ 7,967.78	82.27%	32.03%	58.91%	49.86%
Parks/Town Building Ops	\$ 798,907.00	\$ 794,907.00	\$ 661,425.60	\$ 133,481.40	\$ 4,482.00	\$ 128,999.40	83.77%	78.76%	86.59%	82.07%
Police	\$ 404,927.00	\$ 404,927.00	\$ 346,459.68	\$ 58,467.32	\$ -	\$ 58,467.32	85.56%	1.21%	0.56%	0.33%
Fire Commission	\$ 210,797.00	\$ 250,797.00	\$ 167,057.83	\$ 83,739.17	\$ 80,471.66	\$ 3,267.51	98.70%	89.72%	70.74%	77.11%
Animal Control	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	\$ -	100.00%	85.71%	85.71%	85.71%
Fire Marshal	\$ 29,500.00	\$ 29,500.00	\$ 11,694.14	\$ 17,805.86	\$ -	\$ 17,805.86	39.64%	16.40%	25.11%	46.27%
Emergency Management	\$ 19,293.00	\$ 19,293.00	\$ 15,992.39	\$ 3,300.61	\$ -	\$ 3,300.61	82.89%	0.00%	0.00%	0.00%
Highways and Streets	\$ 1,028,960.00	\$ 1,028,960.00	\$ 709,813.17	\$ 319,146.83	\$ 208,241.11	\$ 110,905.72	89.22%	81.36%	88.52%	91.33%
Public Building Commission	\$ 540.00	\$ 540.00	\$ -	\$ 540.00	\$ -	\$ 540.00	0.00%	0.00%	0.00%	0.00%
Public Health Admin	\$ 30,250.00	\$ 30,250.00	\$ 28,295.64	\$ 1,954.36	\$ -	\$ 1,954.36	93.54%	83.08%	81.36%	81.62%
Seniors / Social Services	\$ 180,563.00	\$ 180,563.00	\$ 142,353.00	\$ 38,210.00	\$ 600.00	\$ 37,610.00	79.17%	82.59%	86.94%	84.45%
Library	\$ 292,286.00	\$ 292,286.00	\$ 276,805.55	\$ 15,480.45	\$ 147.46	\$ 15,332.99	94.75%	85.68%	87.83%	87.95%
Conservation	\$ 1,625.00	\$ 1,625.00	\$ 1,366.71	\$ 258.29	\$ -	\$ 258.29	84.11%	76.92%	94.23%	83.81%
Waste Collection	\$ 510,982.00	\$ 517,035.25	\$ 502,772.08	\$ 14,263.17	\$ -	\$ 14,263.17	97.24%	81.00%	84.68%	84.10%
Totals	\$ 6,285,574.00	\$ 6,267,574.00	\$ 5,233,482.97	\$ 1,034,091.03	\$ 309,831.10	\$ 724,259.93	88.48%	72.93%	80.01%	76.58%

Fixed annual costs, including Auditing, Property Insurance, Probate and Animal Control, are exempt from this review process.

TAX COLLECTOR

4.30.21

	ADOPTED	REVISED	COLLECTIONS YTD	REFUNDS	RETURNED ON-LINE PYMT	RETURNED CHECKS	Transfers	NET COLLECTION 4.30.21	PERCENTAGE COLLECTED FY 21 BUDGET
CURRENT YR. LEVY	\$ 15,388,282.00	\$ 15,495,000.00	\$ 15,552,740.24	\$ (28,724.37)	\$ (9,763.58)	\$ (16,088.04)	\$ 910.67	\$ 15,499,074.92	100.03%
MOTOR VEHICLE	\$ 1,595,871.00	\$ 1,564,000.00	\$ 1,576,880.30	\$ (11,276.06)	\$ (1,203.88)	\$ (298.83)	\$ (110.58)	\$ 1,563,990.95	100.00%
SUPP. MV LEVY	\$ 175,000.00	\$ 175,000.00	\$ 176,975.27	\$ (3,368.80)	\$ -	\$ (613.99)	\$ 323.67	\$ 173,316.15	99.04%
SUB TOTAL	\$ 17,159,153.00	\$ 17,234,000.00	\$ 17,306,595.81	\$ (43,369.23)	\$ (10,967.46)	\$ (17,000.86)	\$ 1,123.76	\$ 17,236,382.02	100.01%
PRIOR YEARS	\$ 75,000.00	\$ 90,000.00	\$ 99,196.00	\$ (1,273.39)			\$ (1,175.95)	\$ 96,746.66	107.50%
INTEREST & FEES	\$ 50,000.00	\$ 55,000.00	\$ 57,345.35	\$ -			\$ 52.19	\$ 57,397.54	104.36%
TOTAL	\$ 17,284,153.00	\$ 17,379,000.00	\$ 17,463,137.16	\$ (44,642.62)	\$ (10,967.46)	\$ (17,000.86)	\$ (0.00)	\$ 17,390,526.22	100.07%

PREVIOUS YEAR CURRENT YR LEVY COLLECTED

7.31.2020	8.31.2020	9.30.2020	10.31.2020	11.30.2020	12.31.2020
74.79%	82.27%	97.69%	100.02%	100.17%	100.32%
1.31.2021	2.28.2021	3.30.2021	4.30.2021	5.31.2021	6.30.2021
100.37%	100.43%	100.49%	100.03%	100.03%	
7.31.2019	8.31.2019	9.30.2019	10.31.2019	11.30.2019	12.31.2019
92.22%	99.97%	100.53%	100.68%	100.83%	101.31%
1.31.2020	2.29.2020	3.30.2020	4.30.2020	5.31.2020	6.30.2020
101.42%	101.65%	101.85%	100.03%	100.13%	100.18%

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FY 2021 Transfers made between 6/24/21-7/1/21

\$	1,430.00	From	Fire Comm.-Other Professional Services <i>Rationale: to purchase rubber boots</i>	To	Fire Comm.-Uniforms
\$	90.00	From	Fire Comm.-Fire Security & Maint. <i>Rationale: to purchase rubber boots</i>	To	Fire Comm.-Uniforms
\$	800.00	From	Fire Comm.-Other Payroll <i>Rationale: to purchase rubber boots for FF protection</i>	To	Fire Comm.-Uniforms
\$	2,100.00	From	Fire Comm.-Other Payroll <i>Rationale: to cover the purchase</i>	To	Fire Comm.-medical supplies
\$	3,100.00	From	Fire Comm.-Other Payroll <i>Rationale: to cover the purchase</i>	To	Fire Comm.-repair & maint. Supplies
\$	3,700.00	From	Fire Comm.-Fire Security & Maint. <i>Rationale: to cover the purchase</i>	To	Fire Comm.-Equipment
\$	5,000.00	From	Fire Comm.-Other Payroll <i>Rationale: to cover the purchase</i>	To	Fire Comm.-Equipment
\$	2,500.00	From	Fire Comm.-Other Professional Services <i>Rationale: to cover turnout gear lockers</i>	To	Equipment Fire Comm.-Furniture & Fixtures
\$	25.00	From	Cons. Commission-Prof. Educ. Training <i>Rationale: to cover the cost of board clerk for June meeting</i>	To	Cons. Commission-Other Payroll
\$	600.00	From	Admin.-Regular payroll <i>Rationale: to cover the cost of office supplies</i>	To	Admin.-Other payroll
\$	1,000.00	From	Refuse Services-Tipping Fees <i>Rationale: to cover the June payment refuse pickup</i>	To	Refuse Services-Refuse Removal

\$	550.00	From	Refuse Services-Dues & Fees <i>Rationale: to cover the June payment refuse pickup</i>	To	Refuse Services-Refuse Removal
\$	700.00	From	Library-Tech. Services <i>Rationale: to cover the cost of Patron's downloads through HOOPLA</i>	To	Library-Library Materials
\$	300.00	From	Building & Grounds-Supplies <i>Rationale: to purchase vent for boilers</i>	To	Building & Grounds-Rep. & Maint. Supplies
\$	6.00	From	Tax Collector-Prof. Ed. Training <i>Rationale: to cover the cost of office supplies</i>	To	Tax Collector-Office Operating Supplies
\$	600.00	From	Election-Other Contracts <i>Rationale: to cover the cost of office supplies</i>	To	Election-Office Operating Supplies
\$	320.00	From	Fire Comm.-Communications <i>Rationale: to cover last minute invoices for Delta Medical</i>	To	Fire Comm.-Medical Supplies
\$	75.00	From	Library-Tech. Services <i>Rationale: to cover needed office supplies, water and laptop stand</i>	To	Library-Office Operating Supplies
\$	500.00	From	Election-Advertising <i>Rationale: to cover office supplies</i>	To	Election-Office Operating Supplies
\$	102.00	From	Tax Collector-Prof. Ed. Training <i>Rationale: to cover office supplies</i>	To	Tax Collector-Office Operating Supplies

8B

MICHELSON, KANE, ROYSTER & BARGER, P.C.

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PAUL R. FITZGERALD†
BETH N. MERCHER
CAROLYN A. YOUNG #

ALSO ADMITTED IN
NEW YORK

June 15, 2021

OPINION LETTER NO. 224

Via Email and Via U.S.P.S: jrupert@boltonct.org

James Rupert, Interim Acting Administrative Office
Town of Bolton
222 Bolton Center Road
Bolton, CT 06043

Re: Legality of holding a Bolton Conservation Meeting at a private Bolton Residence

Dear Jim:

In our telephone conversation of June 7, 2021 you indicated that the Chairman of the Bolton Conservation Commission desired to hold one of its meetings at a private residence in Bolton. The question was raised as to whether this would be permissible under Connecticut Statutes and Regulations.

In answering this inquiry, I have reviewed the Connecticut General Statutes, the Regulations of Connecticut State Agencies and had contact with Mr. Thomas Hennick at the Connecticut Freedom of Information Commission.

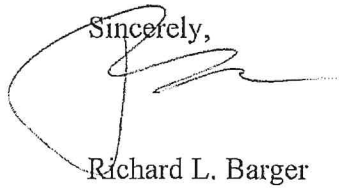
The short answer to this inquiry after such review: there is no statutory requirement or Connecticut Regulation that requires public agencies, of which the Bolton Conservation Commission is one, to hold a meeting in a public place.

Moreover, Mr. Hennick confirmed that the meeting can be held "absolutely anywhere" if it is properly noticed and open to the public.

I find Mr. Hennick's conclusion to be consistent with the absence of any requirement in the statutes otherwise. If you or the Selectmen have any further questions regarding this matter please feel free to let me know.

Best regards.

Sincerely,

A handwritten signature in black ink, appearing to be 'R. Barger', written over the word 'Sincerely,'.

Richard L. Barger

RLB/ecs



8F

STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION
LEGAL AFFAIRS UNIT

June 16, 2021

Sandra Pierog, First Selectman
Town Office Building
222 Bolton Center Road
Bolton, CT 06043

Dear First Selectman Pierog:

Enclosed, please find a proposed renewal of the Resident Trooper Contract for the period of July 1, 2021 through June 30, 2023. Please note in addition to minor edits, the following revisions were made to the contract language:

1. Under section **I., A. Authority Over Police Operations**, the following language has been added regarding the Town's duty to ensure compliance with the Police Accountability Act: "The Town and its managers shall be responsible for ensuring that all Town Officer personnel adhere to the provisions set forth in the July 2020 Act Concerning Police Accountability (Public Acts, Spec. Sess., July, 2020, No 20-1) ("the Act")."

2. Under section **I., C. Investigative Methods**, the following language has been added to address mutual aid operations: "When Resident State Police Troopers from more than one Town work together in mutual aid such as in response to a large motor vehicle accident, all Resident State Police Troopers and Town Officers shall be subject to District Command, specifically to those ranking at the Major level and above."

3. Under section **I., D. Reports and Records**, language has been added to clarify that the Town is responsible for: Purchasing, maintaining, and ensuring interoperability of body-worn and dashboard cameras; storing and processing footage obtained from such devices; and handling Freedom of Information Act requests for such footage; as well as for the costs associated with same.

*1111 Country Club Road
Middletown, CT 06457
Phone: (860) 685-8150/Fax: (860) 685-8611
An Affirmative Action/Equal Opportunity Employer*

4. Under section **I**, section **G**, “**Office Space**,” has been added.

Please review the enclosed contract, including the proposed Resident Trooper allocation, execute where indicated, and return to this office.

We look forward to our continued working partnership.

Sincerely,

A handwritten signature in black ink, appearing to be 'KA', with a long horizontal stroke extending to the right.

Kate Ayers, Staff Attorney
Department of Emergency Services and Public Protection

Enclosure

**CONTRACT BETWEEN THE STATE OF CONNECTICUT DEPARTMENT OF
EMERGENCY SERVICES AND PUBLIC PROTECTION, DIVISION OF STATE
POLICE AND THE**

TOWN OF: Bolton

TOWN ADDRESS: 222 Bolton Center Road
Bolton, CT 06043

FOR THE SERVICES OF RESIDENT STATE POLICE TROOPERS

TOWN FEIN#: 06-6002583 **AGREEMENT NUMBER:** 2000/279

CONTRACT PERIOD: July 1, 2021 to June 30, 2023

In consideration of Bolton (the "Town"), acting through its Chief Executive Officer (the "Town CEO"), duly authorized, paying all costs pursuant to Connecticut General Statutes Section 29-5, as may be amended, and other good and valuable consideration, the Department of Emergency Services and Public Protection ("DESPP"), Division of State Police (the "State Police"), acting through its Commissioner, duly authorized, hereby agrees to provide the Town with the services of two (2) Resident State Police Trooper(s) during the above-referenced contract period.

This Contract is subject to the following additional terms and conditions:

I. Law Enforcement Operations and Activities

A. Authority Over Police Operations.

The Town hereby delegates to the State Police complete and exclusive authority to supervise and direct the law enforcement operations of: (1) appointed constables and (2) police officers (collectively "Town Officers") in the Town as set forth below.

1. Except for terms and conditions that conflict with the Town's obligations under the Connecticut Municipal Employee Relations Act (the "MERA") and/or are contained within any collective bargaining agreement between the Town and the Town Officers' collective bargaining representative, all Town Officers shall be subject to applicable provisions of the current Resident State Trooper Program Administration and Operations Manual of the Department of Emergency Services and Public Protection (the "Manual"), and to applicable sections of the Connecticut General Statutes. Town Officers shall ensure that all Town police personnel are in compliance with any amendments to the Manual, which they may access through the Power DMS system.
2. The Town shall promptly advise the State Police in writing of any terms and conditions of the current Manual which the Town reasonably believes conflict with any provision of any collective bargaining agreement between the Town and the Town Officers' collective bargaining representative, and shall provide a copy of any such agreement to the State Police.

3. During collective bargaining, the Town shall attempt to negotiate terms and conditions consistent with the performance standards and other provisions of the Manual.
4. The Town and its managers shall be responsible for ensuring that all Town Officer personnel adhere to the provisions set forth in the July 2020 Act Concerning Police Accountability (Public Acts, Spec. Sess., July, 2020, No 20-1) ("the Act").

B. Patrol Activities and Assignments

The Resident State Police Supervisor or Trooper, as applicable, assigned to each Town shall be solely responsible for making all patrol and special activity assignments for Town Officers, including the law enforcement duties to be performed, taking into consideration the needs of the Town after consultation with the Town CEO, sound police practices, and any rights of the Town Officers as specified in any collective bargaining agreement between the Town and Town Officers' collective bargaining representative, and the Town's obligations under the MERA.

Prior to submission, the Town shall confer with the relevant Troop Commander regarding anticipated grant applications related to law enforcement activities including as examples DOT enforcement initiatives, equipment, or technology. The DESPP Grant Unit is available as a resource to assist the Town with the application process. It is understood that the Town, and not a Trooper, shall be the sole signatory on grant applications. Additionally, the Town shall be responsible for compliance with all grant terms and conditions and shall administer said grant funds in accordance with any grant approval. Any law enforcement technology or equipment purchases resulting from grant approvals shall be compatible with DESPP State Police systems and subject to DESPP official policies in accordance with the technology interoperability identified in Section I, paragraph E below.

C. Investigative Methods

The use of investigative methods, including but not limited to the conduct of all criminal investigations, application for and execution of all arrest and search warrants, use of force, vehicular pursuits, related activities, and reporting procedures in the Town shall be in accordance with the provisions of the Manual and the Act.

1. Serious crimes, serious injury crimes, and most complex incidents that involve in-depth, follow-up investigation, crime scene processing, seizure of evidence, application for and execution of search warrants, and out-of-town investigative work shall be conducted by the Resident State Police Supervisor or Trooper, as applicable; by State Police personnel assigned to the area State Police Troop; by the respective State Police major crime unit; or any other State Police investigative unit deemed appropriate by the State Police. When Resident State Police Troopers from more than one Town work together in mutual aid such as in response to a large motor vehicle accident, all Resident State Police Troopers and Town Officers shall follow the direction of and answer to State Police District Command. The State Police may, in its sole discretion, make exceptions to this policy on a case-by-case basis. A serious or complex investigation may be assigned to a Town Officer by the State Police after taking into consideration the nature of the case, requirements of the investigation, shift resources, response time, and the experience and training of the Town Officer.

2. Every effort will be made by the State Police to allow a Town Officer to remain involved in self-initiated, serious criminal investigations to the extent consistent with sound law enforcement investigative principles and practices.

D. Reports and Records

All police investigative records generated by Town Officers, except for those generated by dashboard cameras and body worn cameras (“BWC”), shall be the property of DESPP State Police and shall be prepared, formatted and submitted to DESPP State Police in the manner approved by DESPP State Police. DESPP State Police shall not be responsible for the storage of dashboard camera or BWC data generated by Town Officers. No paper records may be stored at the resident trooper location.

The Town shall respond to any Freedom of Information Act (“FOIA”) requests for police investigative records generated by Town Officers, other than those for dashboard camera and BWC video, by informing the requester that such records are under the sole custody and control of DESPP State Police. The Town shall be solely responsible for fulfilling FOIA requests for dashboard camera and BWC video captured by Town Officers. DESPP shall be solely responsible for fulfilling FOIA requests for dashboard camera and BWC video captured by its employees, to include Resident Trooper Supervisors and Resident Troopers. DESPP State Police shall not be responsible for the costs of purchasing dashboard camera and BWC equipment for Town Officers, the costs of storage and processing dashboard camera and BWC video for Town Officers, and the costs of fulfilling FOIA requests related to dashboard camera and BWC video captured by Town Officers. The Town may direct requests for motor vehicle accident reports to the Troop for processing in accordance with DESPP State Police policy.

All police investigative records generated by Town Officers shall comply with the retention requirements of the regulations adopted by the State Librarian under the authority of section 11-8 of the Connecticut General Statutes and shall comply with the record storage requirements outlined by the Department of Administrative Services, Bureau of Enterprise Systems & Technology.

The Town shall be responsible for providing network connection interoperability and technological compatibility to the DESPP State Police Records Management System in accordance with the requirements of DESPP State Police. The Town shall be responsible for and shall fully ensure interoperability of the records management system and the initiatives impacting such technology systems between the Town and DESPP State Police.

E. Technology

The Town shall be responsible for and shall ensure interoperability of information technology systems and initiatives impacting technology systems between the Town and DESPP State Police.

In order to fully support interoperability, the Town shall inform DESPP State Police of all anticipated technology purchases and initiatives related to law enforcement technologies before the Town purchases and/or acts on vendor agreements. Such technologies include, but are not limited to, body-worn cameras, license plate readers, drones, recording devices, and electronic defense weapons. DESPP State Police shall respond to the Town whether the technology and/or initiative proposed can be interfaced with DESPP State Police technology systems, and/or whether the technology or initiative is compatible with the DESPP State Police technology systems and covered by a DESPP official policy. Compatibility shall include, but not be limited to, connectivity, storage, retrieval, security, and system to system communication.

It is understood that the Town shall incur any costs associated with interfacing, connecting, storing, retrieving and/or creating the proposed technology system and/or initiative. If the Town purchases technology or equipment that is not compatible with DESPP systems or is not covered by an official DESPP policy, the Town accepts all liability for such technology or equipment.

To ensure interoperability and compatibility between the technologies, the Town shall identify an information technology liaison to serve as a technical contact to address technical changes and/or upgrades relating to law enforcement technologies. DESPP must be able to access and record all technology and associated data and electronic storage, including electronic communications, in a timely manner on a 24/7 basis. DESPP must be able to download and/or make copies of such data at any time.

F. Telecommunications

The Town shall follow all DESPP State Police procedures regarding use, access and maintenance of State Police supplied telecommunications equipment and technology.

G. Office Space

The Town shall provide, and State Police Command shall approve, an office for use by the Resident State Police Trooper(s). The Town shall be responsible for the costs of establishing and maintaining the office space, and the State Police shall supply the necessary equipment for use by the Resident State Police Trooper(s) except as stated in subsection (2), below.

1. The Resident State Troopers' office space will be adequate for all assigned Resident State Police and Town personnel to execute their duties safely and in adherence to all applicable public health and safety protocols.
2. The Resident State Troopers' office shall be equipped with an evidence/property holding area. The evidence/property holding area will be outfitted such as to enable organization, documentation, and short-term storage of evidence.

H. Chain of Command

Resident State Police Supervisors or Troopers, where applicable, shall directly supervise the law enforcement operations of all Town Officers. The Town CEO of a resident trooper town shall have reasonable, direct access to the area State Police Troop Commander, the Resident Trooper Supervisor, and Resident State Police Troopers for regular and on-going communications regarding law enforcement in the Town.

1. In the absence of the assigned Resident State Police Supervisor or Trooper, where applicable, the chain of command for Town Officers shall progress to the area State Police Troop Commander, or their duly assigned on-duty shift supervisor, and to the State Police District Commander.
2. The intent of this contract is to provide positive direction for the working relationship between Town Officers and State Police personnel. All significant conflicts between Town Officers and State Police personnel shall be referred to the next senior officer in the State Police chain of command.

I. Use of Police Canines by Town Officers

The use of Town police canines by Town Officers shall be consistent with State Police policies and procedures. Towns electing to use alternative programs for training and certification or recertification of police canines shall assume all costs and liabilities associated with such programs. In the event a Town police canine is employed in a manner inconsistent or contrary to policies and procedures of DESPP, the Town assumes all liability for any injuries or damages caused thereby.

J. Overtime

The State Police retains the right to make overtime assignments of State Police personnel in accordance with the prevailing State Police collective bargaining agreement and state law. Overtime assignments in the Town that require State Police services outside the scope of this contract and Connecticut General Statutes Section 29-5 such as those that fall within the scope of Connecticut General Statutes Section 7-284 shall be assigned in accordance with the prevailing State Police collective bargaining agreement and paid for by the Town in accordance with the prevailing rates for private contractor extra duty overtime assignments. This provision is intended to apply only to overtime performed by State Police personnel and is not intended to limit the rights of Town Officers under any applicable local collective bargaining agreement.

K. Administrative Responsibility

1. The Town shall retain administrative responsibility for its personnel, including but not limited to: Ensuring compliance with entry level standards for newly hired Town Officers, and training and certification requirements established by the Police Officer Standards and Training Council (POSTC) in accordance with the provisions of Connecticut General Statutes Section 7-294a *et seq.* and associated Regulations of Connecticut State Agencies, or as otherwise required by law; compensation for services rendered; hours or shifts to be worked; and provisions of uniforms and equipment.
 - i. Resident State Police Supervisors or Troopers, as applicable, shall cooperate with the Town by scheduling Town Officers so as to enable them to meet these

requirements in a timely manner.

2. Administrative Investigations/Discipline

All misconduct or performance issues on the part of Town Officers which cannot reasonably be resolved through counseling or the issuance of a Performance Observation Report by the Resident State Police Supervisor or Trooper, if applicable; and which may warrant the imposition of discipline, however minor; or the need for additional remedial training; shall be promptly reported to the Town CEO. The Town CEO shall be kept apprised of any counseling or the issuance of any Performance Observation Reports.

- i. Allegations of misconduct on the part of Town Officers which cannot reasonably be resolved through counseling or the issuance of a Performance Observation Report by the Resident State Police Supervisor or Trooper, if applicable, and which may warrant the imposition of discipline, however minor, shall be investigated by the State Police in a manner consistent with the provisions of the Manual, the Connecticut General Statutes, the Act, and with any collective bargaining agreement between the Town and the Town Officers' collective bargaining representative. The State Police may recommend the imposition of appropriate disciplinary measures and/or remedial training for Town Officers. Imposition of discipline, if any, upon Town Officers, or assignment for additional training to remedy performance deficiencies on the part of Town Officers, shall be the responsibility of the Town.

3. Evaluations

In accordance with its obligations under the MERA and consistent with the terms of any collective bargaining agreement between the Town and Town Officers' bargaining representative, the Town shall implement a work performance evaluation system for all of the Town's Officers. Such work performance evaluations shall be issued at least annually.

- i. The Town recognizes that evaluations are: 1) an effective supervisor's tool, and 2) that they identify superior or substandard work performance.
- ii. Consistent with the terms of any collective bargaining agreement between the Town and the Town Officers' collective bargaining representative, the Resident State Police Supervisor or Trooper and DESPP shall provide recommendations to the Town CEO concerning the periodic evaluation of the work performance of Town Officers.
- iii. The Town shall make the final disposition on all work performance evaluations. Copies of completed work performance evaluations shall be filed in each Town Officer's official personnel file, which shall be available to Resident State Police Supervisors and Troopers, as applicable, upon request.

II. Payment for Services Rendered

A. Costs and Schedule of Payments

The Town agrees to reimburse the State Police in accordance with CGS 29-5, as may be amended, for the cost of compensation, maintenance, and other expenses, including reasonably necessary overtime costs and fringe benefits for its assigned Resident State Police Supervisor or Trooper(s) in accordance with the following:

1. The State Police shall invoice the Town on an annual basis, in arrears, for the accrued costs of services rendered under this Contract with the exception of overtime which shall be invoiced on a quarterly basis, in arrears.
2. The Town shall pay the State Police for the invoiced costs of services rendered under this Contract within thirty (30) days of receipt of each invoice. If the Town disputes all or a portion of a pending invoice, it shall be the responsibility of the Town CEO to notify the State Police in writing before payment is due.
3. The State Police shall have the right to assess a late fee in the amount of five percent (5%) of the unpaid balance of each invoice for which undisputed amounts remain unpaid after sixty (60) days. In calculating unpaid amounts, partial payments shall first be applied to the oldest outstanding balances, and then to each successive outstanding balance until fully paid.
4. Fringe benefit rates consist of the following components:
 - i. Social Security (FICA)-Federally established rate
 - ii. Medicare-Federally established rate
 - iii. Retirement-Office of State Comptroller's established rate
 - iv. Medical and Group Life Insurance-DESPP established rates
 - v. Unemployment Compensation-Office of the State Comptroller's established rate
 - vi. Workers Compensation- Office of the State Comptroller's established rate

These rates are established on an annual basis based on the State of CT's Fiscal Year (FY) and notification of these rates will be provided to the Resident Trooper Towns via an annual Fringe Benefit Rate Notification Letter from DESPP.

III. Risk of Loss and Indemnification

- A. The Town assumes the risk of loss for any and all activity involving full or part-time Town Officers, municipal police officers, other municipal employees providing police services, law enforcement officers providing police services pursuant to a mutual aid agreement with the Town, and Town police canines; and hereby agrees to hold harmless the State of Connecticut and the Department of Emergency Services and Public Protection, its officers, agents, and employees from any cause or action arising out of the activity of such full or part-time Town Officers, police officers or other municipal employees providing police services, or if applicable, the activity of any town police canine; and to indemnify the State of Connecticut and the Department of Emergency Services and Public Protection, its officers, agents and employees, from any liability resulting from the same.

The Town shall hold harmless and indemnify the State of Connecticut and the Department of Emergency Services and Public Protection, its officers, agents, and employees, from any liability resulting from a cause or action founded either upon *respondeat superior* or supervisory liability arising from the acts or omissions of full or part-time Town Officers, police officers, or other municipal employees providing police services, or, if applicable, the activity of any town police canine, made pursuant to a provision of the collective bargaining agreement between the Town and the Town Officers' collective bargaining representative, that is in conflict with a provision of the Manual.

Additionally, the Town shall hold harmless and indemnify the State of Connecticut and the Department of Emergency Services and Public Protection, its officers, agents, and employees from any liability resulting from any cause or action founded either upon *respondeat superior* or supervisory liability arising from the acts or omissions of a Town Officer that has refused or failed to comply with the provisions of the A&O Manual.

1. For the period covered by this Contract, the Town will insure itself and its employees with a \$1,000,000.00 combined single limit police professional liability or law enforcement liability insurance policy, or its equivalent, naming the State of Connecticut and the Department of Emergency Services and Public Protection, its officers, agents, and employees, as an additional insured with respect to any liability for acts of Town Officers, municipal police officers, or other municipal employees providing police services, law enforcement officers providing police services pursuant to a mutual aid agreement with the Town, or, if applicable, the activity of any town police canine or equipment/technology not covered under official DESPP policy; and submit a certificate of insurance (or self-insurance) to the Department of Emergency Services and Public Protection prior to the effective date of this Contract.
2. It is understood and agreed by the parties that each Resident State Police Supervisor or Trooper, as applicable, exercising their police power or performing services pursuant to this Contract is an employee of the State of Connecticut and not of the Town and that, except to the extent limited by law, the State of Connecticut, and not the Town, is

responsible for such Resident State Police Supervisor or Trooper's actions while in the performance of their assigned duties.

IV. Notices

Any written notices required under this Contract shall be delivered as follows:

If to the Town:

Name
Street
City/Town, Connecticut

If to the Department of Emergency Services and Public Protection:

Commissioner
Department of Emergency Services and Public Protection
1111 Country Club Road
Middletown, CT 06457-9294

V. Governor's Executive Orders

This Agreement is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill, promulgated June 16, 1971, concerning labor employment practices; Executive Order No. Seventeen of Governor Thomas J. Meskill, promulgated February 15, 1973, concerning the listing of employment openings; and Executive Order No. Sixteen of Governor John G. Rowland, promulgated August 4, 1999, concerning violence in the workplace; all of which are incorporated into and are made a part of the Agreement as if they had been fully set forth in it. This agreement may also be subject to Executive Order No. 7C of Governor M. Jodi Rell, promulgated July 13, 2006, concerning contracting reforms; and Executive Order No. 14 of Governor M. Jodi Rell, promulgated April 17, 2006, concerning procurement of cleaning products and services, in accordance with their respective terms and conditions.

VI. Amendment

This Contract may be amended by formal written amendment signed by the Parties. Any amendment to modify DESPP State Police staffing at the Town shall comply with its collective bargaining notice requirements.

VII. Termination

This Contract shall remain in full force and effect for the entire term of the Contract period stated above unless sooner terminated by either the Town or the DESPP State Police by providing thirty (30) days prior written notice of its intent to terminate the Contract.

THE DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION

By: _____
James C. Rovella
Commissioner
Duly Authorized Pursuant to C.G.S. Section 4-8

_____ (Date)

TOWN OF

By: _____
_____ (Date)

Title: _____
Duly Authorized



Eastern Highlands Health District

4 South Eagleville Road • Mansfield CT 06268 • Tel: (860) 429-3325 • Fax: (860) 429-3321 • Web: www.EHHD.org

June 21, 2021

James Rupert
Interim Town Administrator
Town of Bolton
222 Bolton Center Rd
Bolton CT 06043

Re: American Rescue Plan Act Funding – EHHD request for reimbursement

Greetings EHHD Member Town CEO -

Recent guidance provided by the Connecticut OPM indicates the Eastern Highlands Health District must submit requests for reimbursement from the American Rescue Plan Act (ARPA) funding *through our respective member municipalities*. Through this process of working with our member towns, the health district did receive \$104,000 in pandemic response expense reimbursement from the Town of Mansfield's allocated proportion of the Municipal Coronavirus Relief Fund. The health district is grateful to the Town of Mansfield for this support.

The Eastern Highlands Health District has spearheaded a significant portion of the COVID-19 response in our local communities. Over the past 15 months, health district resources have been largely spent on pandemic response activities including contact tracing, supporting our schools, expanding access to testing services, enforcing Sector Rules, public health education, supporting local businesses, and ramping up and executing a mass vaccination campaign. These efforts involved coordinating and working directly with our community partners, and member town partners to support many of the local needs amplified during this pandemic.

The recent ARPA award notifications to Connecticut town's presents an additional opportunity to work with our member towns in offsetting health district reimbursable pandemic response expenses. The health district has received funding through the Connecticut Department of Public Health in the form of the Coronavirus Crisis Funding, and the Epidemiology and Laboratory Capacity Grant that, thus far, covered most of our response expenses. There remain, however, some expenses that cannot be covered by either of the two funding sources referenced above.

The Eastern Highlands Health District is, therefore, respectfully submitting the following pandemic response expense for reimbursement against our member town's ARPA allotment:

Mansfield Community Center Room Fees for Public COVID-19 Vaccination Clinics - \$20,405

In an effort to apply equity across our member municipalities the above expense is split on a per capita basis among the remaining nine member towns. Using this approach the ***Town of Bolton's portion of this request is \$1,825.***

If you have any questions, or need any additional information please feel free to contact Robert Miller, Director of Health.

Sincerely,

Elizabeth Paterson, Chairperson
Eastern Highlands Health District
Board of Directors

Cc: Robert Miller, Director of Health
Board of Directors

Hello Town of Bolton,

I hope this email finds you well. I just wanted to reach out again in regards our request to traverse Bolton during the second running of the RiMaConn Relay on Saturday, August 28th, 2021. Please accept the attached letter as formal request to return to town for the event.

Since my initial request, much has changed regarding special event procedures and COVID precautions, but we will continue to monitor current guidelines and adjust if required. Please let me know if you require any further information or have any additional questions regarding the event.

Thank you for your continued support!

MATT ANDERSON
VICE PRESIDENT, OPERATIONS

HARTFORD MARATHON FOUNDATION
P: 860.652.8866 x119 F: 860.652.8145
41 SEQUIN DRIVE • GLASTONBURY • CT • 06033



RUN GREEN. Please consider the environment before printing this email.

From: Matt Anderson
Sent: Wednesday, March 17, 2021 1:05 PM
To: 'spierog@boltonct.org' <spierog@boltonct.org>; 'jkelly@boltonct.org' <jkelly@boltonct.org>
Subject: 2021 RiMaConn Relay - Saturday, August 28th

85



**HARTFORD
MARATHON
FOUNDATION**

Hartford Marathon Foundation
41 Sequin Drive, Glastonbury, CT 06033
P: 860-652-8866 | F: 860-652-8145
www.hartfordmarathon.com

March 17, 2021

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

Request To Use Town For Athletic Event – RiMaConn Relay – Saturday, August 28th, 2021

Dear Board of Selectmen,

The Hartford Marathon Foundation (HMF) requests permission to traverse the **Town of Bolton** for the staging of the second annual **RiMaConn Relay**, presented by Webster Bank on **Saturday, August 28th, 2021**. The event is an 18 stage relay run, that will start in Lincoln, RI and finish in Hartford, CT. The 95-mile journey will traverse 20 towns and 3 states. Teams of 6 members will begin between 4 am and 9 am (depending on their projected pace) and exchanging the “baton” roughly every 5 miles to their teammates. Runners will be instructed to obey all local traffic laws as they make their way along the route. Roads are not requested to be closed to vehicle traffic, however police coordination is requested as deemed necessary to allow for safe passage of runners in key areas. The event concept was developed by HMF and East Coast Greenway advocates as a way to showcase the extensive multi-use trail network’s accomplishments and accessibility through Rhode Island, Massachusetts, and Connecticut. We project that our impact to the town will be between **2:45 PM and 7:00 PM**, and will include the utilization of the following:

- City streets (at trail crossings)
- East Coast Greenway (Hop River Trail / Charter Oak Greenway)
- DOT Commuter Lot, Route 44 (exchange zone)

The Hartford Marathon Foundation is committed to the safety and health of participants, volunteers, staff, and the communities we will be passing through during these unprecedented times. The attached Safety & Security guidelines were developed to ensure our events operate in the safest manner, and they will continue to be developed as more information becomes available and guidelines change.

Thank you for considering this request. If you have any questions, please contact me.

Sincerely,

Matt Anderson
Hartford Marathon Foundation

Attachment(s): RiMaConn Relay - Leg 15 & 16
HMF Health & Safety Guidelines

Bolton Event Approval: Yes _____ | No _____ | Need Further Information _____

Signature: _____ Title: _____ Date: _____

Road Race Safety Plans & Protocols

Overview

The COVID-19 pandemic requires mass gatherings to adjust to minimize public health risks. Through thorough risk assessment, plans and protocols can be implemented to produce safe public events. This document outlines safety protocols to minimize those risks.

Risk Assessment

Thoroughly dissecting each aspect of the event from expo, race day transit, que, start area, course, aid stations, finish line, post-race etc. Reviewing each area looking at known COVID-19 transmission factors:

- Person - to - person contact
- Person to surface to person transmission within specific time frame
- Airborne transmission within 6+ feet
- Bodily fluids

Focusing on transmission risk within each individual touchpoint.

Plans & Protocols

Venue

The event's venue should be selected based on its ability to adequately accommodate the event's field size in a socially distant setting. Venue capacity should be less than 50% of what is typical to the space. Avoid use of indoor facilities or enclosures, tight spaces, and restricted passage areas.

Scalability and Race Limits

Events should follow State, Federal and CDC guidelines when determining the maximum number of attendees. Maximum attendee number should include staff, volunteers, and participants in their calculations.

Scalability should be strongly considered throughout the development of the events services, start area, course design, and queuing areas. In the situation where the venue or restrictions cannot adequately accommodate the desired field size, the event should consider duplicating the event experience over multiple times in one day or over multiple days to keep the field size low, while increasing overall attendance.

Participants

All event participants who are in the at-risk category for COVID-19 as defined by the CDC will be asked to remain home and not partake in this event, they are welcome to participate in a virtual event, held in parallel to the real event. Participants will be asked, if they have been sick or experiencing symptoms of COVID-19 in the two (2) weeks prior to the race, to stay home and switch to the virtual event.



Last Updated: January 12, 2021

Any event participants who are not following proper social distancing and/or ignoring race officials' directions will be asked to leave the event.

Pre-Race

Staff & Volunteers

All staff and volunteers will go through training on the new race procedures.

CDC guidelines surrounding social distancing; masks worn at all times, separation of at least six feet where possible, barriers between volunteers and participants where possible.

Volunteer needs will be minimized to decrease the number of people at the venue.

Registration Services & Expo

Registration will close prior to race day, to eliminate race day contact. Bib numbers will be mailed to registrants that register prior to 10 days before the event. Registrants 10 days and less will have bibs distributed onsite.

Elimination of expo services. Only required race service distribution will be allowed on site.

Portalets & Sanitation

Additional Portalets available, spaced out throughout the venue to minimize line queuing.

Portalets will be cleaned and sanitized prior to the first event by the vendor.

Hand sanitizer will be made available at every portalet location, tent location and throughout the venue.

Start Operations

Social Distancing

Athletes and volunteers must wear face coverings in and around the start corral area. Once race begins and athletes are more than 12' from another runner, they may slide their mask down around their neck.

Athletes who are not wearing a mask will not be allowed into the start corral seeding area.

Design & Implementation

Start Corral Construction

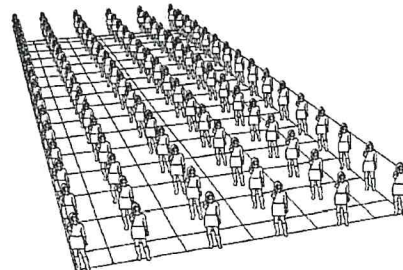
Race start corral size and area should be constructed based on the social distancing guideline recommendations of the CDC: you must stay 6' away from other participants. Spacing in this manner does not need to be marked off on the ground, but the corral itself should be designed large enough to accommodate these guidelines.



(860) 652-8866 | hartfordmarathon.com

In order to maintain these requirements and determine the size of the corral, take your start line width, divide it by 6 FT, add 1 to accommodate the additional space on the end. Next, take your goal participant size and divide it by the number you are able to fit across the start, to determine the number of rows you'll need. Finally, multiply your number of rows by 6 feet, to determine the length of the start corral. The size of your corral will be the width of the start by this length of corral.

Example (shown right): if the start line is 30' wide, and you wish to accommodate 96 people. The math would be $30 \text{ FT} / 6 \text{ FT} = 5 + 1$ (for the additional spot on the end) = 6 lined up across the front. $96 \text{ participants} / 6 \text{ people per row} = 16 \text{ rows}$. Each row needs to be spaced 6' apart. $16 \times 6 \text{ feet} = 96 \text{ Feet}$. Your start corral will be 30 feet wide by 96 feet long.



Start corrals must be built and staffed, at least 60 minutes prior to race start to allow ample access time, and minimize gatherings outside of the start corrals.

Start Seeding

To minimize runners passing each other during the race and at the start, runners will be seeded from fastest to slowest. Using data collected from runners during the registration process, create numerous access points and interior corral separation areas based on "pace per mile". This will force runners to line up exclusively with runners of equal ability.

After this data has been collected, size the interior corral separations based on percentage of runners that fit the respective criteria. For example: If 15% of the runners in the race can run 7 minutes and under per mile then 15% of the overall start corral should be allotted to this pace group. If the corral is 100' long x 30' wide, then 15' long x 30' wide should be allotted for this group.

Use "pace per mile" signage at each access point to direct runners appropriately.

Use volunteers at each entry point to direct participants as necessary.

Race Course

Design & Procedures

The event will be designed in a looping route fashion, and equipped with start and finish timing mats to accommodate athletes crossing the start at a greatly staggered and spread out rate. The start line will be separate from the finish line to avoid overlap participants.



Last Updated: January 12, 2021

All athletes will be required to wear a face mask to enter the start corral area, this mask will then remain with the athletes through the duration of the race. They are not required to wear the mask over their mouth and nose as they run, but it must be kept on the runner throughout the race.

Pinch Points

If a runner encounters a pinch point along the race route, they are required to put their mask over their nose and mouth until they can once again safely maintain their distance from surrounding runners.

Courses will also be designed or redesigned to avoid pinch points and narrow sections, and utilize wide roads where runners have to travel in and out back fashion.

Services

Police control, course monitors, medical coverage, barricades, cones, and directional signage will remain in place along respective race routes to ensure safe passage.

Open cup on-course hydration and other similar amenities will be eliminated to prevent person to person transmission.

In the event that the race distance requires the presence of on-course hydration, open water cups will be replaced by closed single use plastic water bottles. Bottles will be available prior to race start, and at a limited number of stations along the course. Each station will be designed in an elongated and staggered configuration to prevent athlete congestion. Likewise, the number of waste receptacles will be increased to allow disposal of bottles through the course.

Finish Operations

Services

Distribution of services including bottled water, finisher medals, mylar blankets etc. will be handed out by volunteers to participants. No contact will be made between volunteer and participant.

Water Operations - no mass use water containers (water jugs) or drinking foundation apparatus should be used, only single use plastic water bottles should be distributed. Ample recycle bins should be provided for disposal of plastic bottles.

Spectators are encouraged not to attend the event. Barricades, staff, and announcements should be in place to discourage the gathering of groups.

Post Race

Runners will be encouraged to leave the premise at the conclusion of their race.



(860) 652-8866 | hartfordmarathon.com



Last Updated: January 12, 2021

Services

All non-essential services to be eliminated from the event. Essential services will be designed with 6-foot separation between participant and station worker. Likewise, each station should be designed with ample queuing space in front to encourage proper social distancing.

Food and Drink - only prepackaged food and beverage items will be distributed.

Results - race results will be made available online only with QR code signage and announcements to direct athletes to the results website.

Awards Ceremony - no formal awards ceremony will be held.

Medical Operations

Emergency medical personnel will be onsite to assess and treat medical emergencies. In consultation with the HMF Medical Director, a review of new potential risks will be performed.

International organizations such as IIRM & World Athletics are developing best medical practices to reduce the risk of outbreaks. The practices will be reviewed and implemented as needed.



(860) 652-8866 | hartfordmarathon.com



Leg 15: Lake Road to Bolton Park & Ride

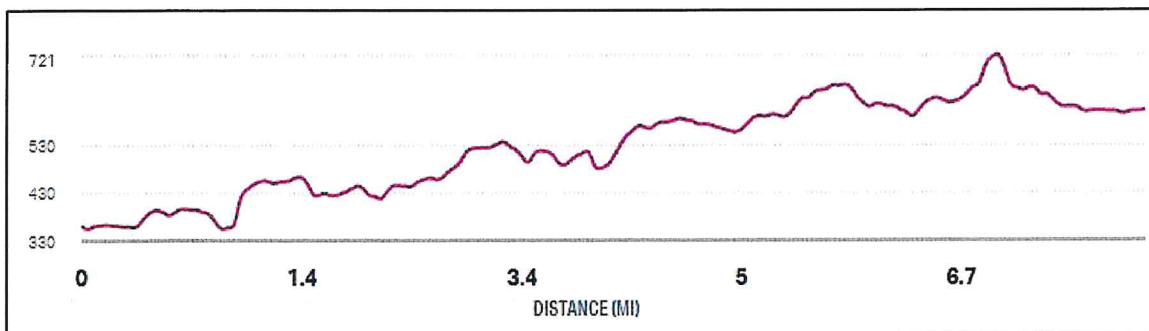
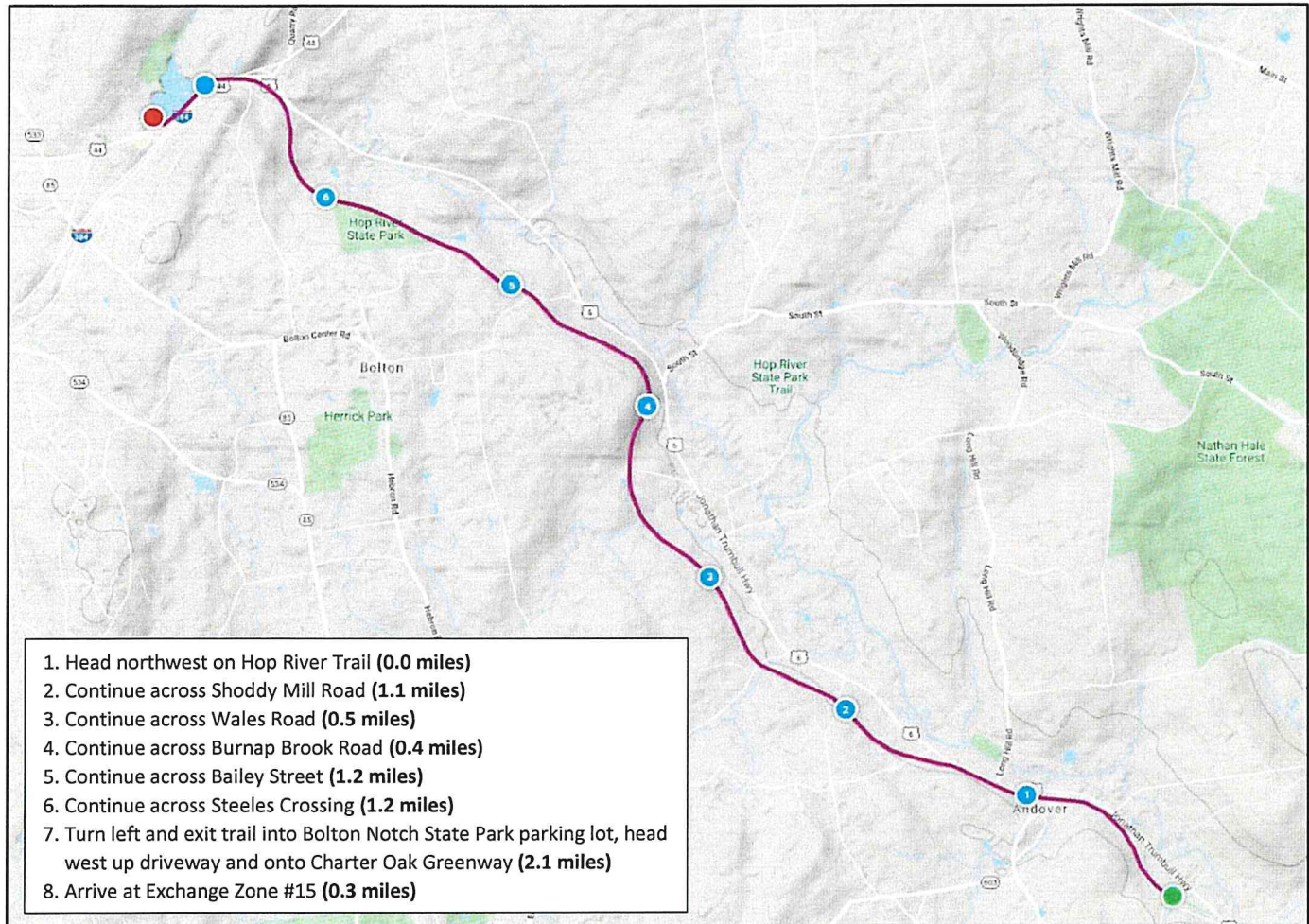
R3 | U3

Running Details

Start: Lake Road, Andover, CT

Finish: Bolton Park & Ride, Morancey Road, Bolton, CT

DISTANCE	START ELEVATION	MAX ELEVATION	ELEVATION GAIN	DIFFICULTY	TERRAIN
7.3 MILES	361 FT	721 FT	515 FT	HARD	CINDER/PAVED TRAIL



Safety Notes:

Stay on sidewalk / bikeway / trail where applicable

Use caution crossing streets

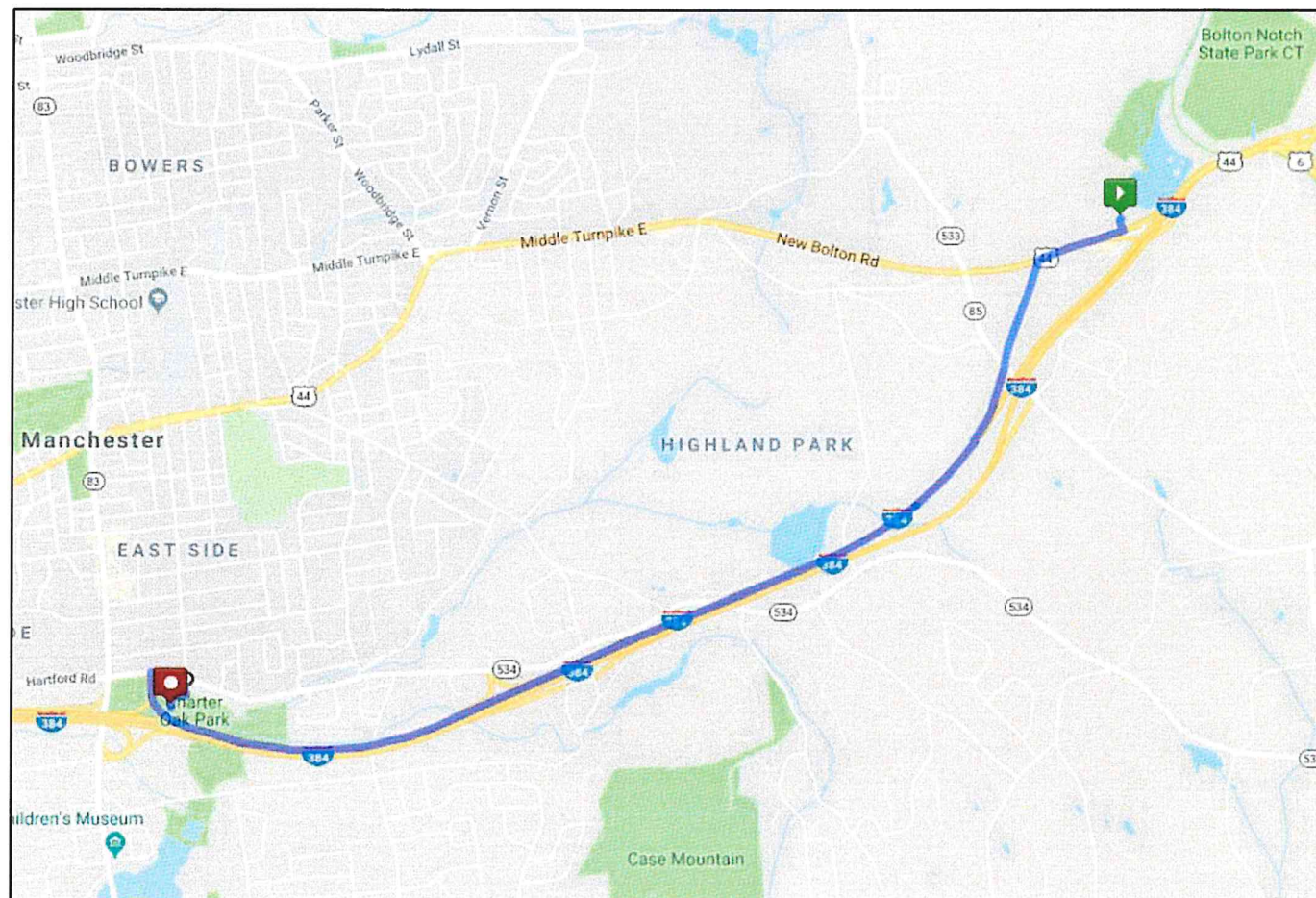
Follow directional signs

Driving Details

Driving Directions to Exchange Zone #16 Parking: Charter Oak Park (Near Tennis Courts), Charter Oak Street, Manchester, CT 06040

Driving Distance: 4.5 miles

Estimated Drive Time: 8 minutes



1. Turn right (head west) on US-44 W / US-6 W (Boston Turnpike)
2. Turn left on Williams Street
3. Cross over Bolton Center Road and take ramp onto I-384 W
4. Merge onto I-384 W
5. Take Exit 3 towards CT-83/Downtown/Glastonbury/Manchester
6. At the end of the ramp, take right onto Charter Oak Street (State Highway 534)
7. Destination and park will be on your right.

Exchange Note: Once inside the park, make your way to the parking lot between the tennis courts and ice skating rink building, the exchange will be adjacent to them.

8K

Friends of Bolton Lakes

June 2021

Signs: Now Entering Bolton Lakes Watershed

4 – 18 x 24 signs

Sign Locations:

1. 27 Quarry Road
2. 812 Boston Turnpike (state permit required)
3. Quarryville Cemetery (state permit required)
4. 96 Tolland Road

*GPS coordinates for location # 1 and # 4 on the attached map are off by one or two numbers -according to gps-coordinates.net. I have emailed John Williams and he has confirmed the addresses above are correct addresses where they would like to post signs.

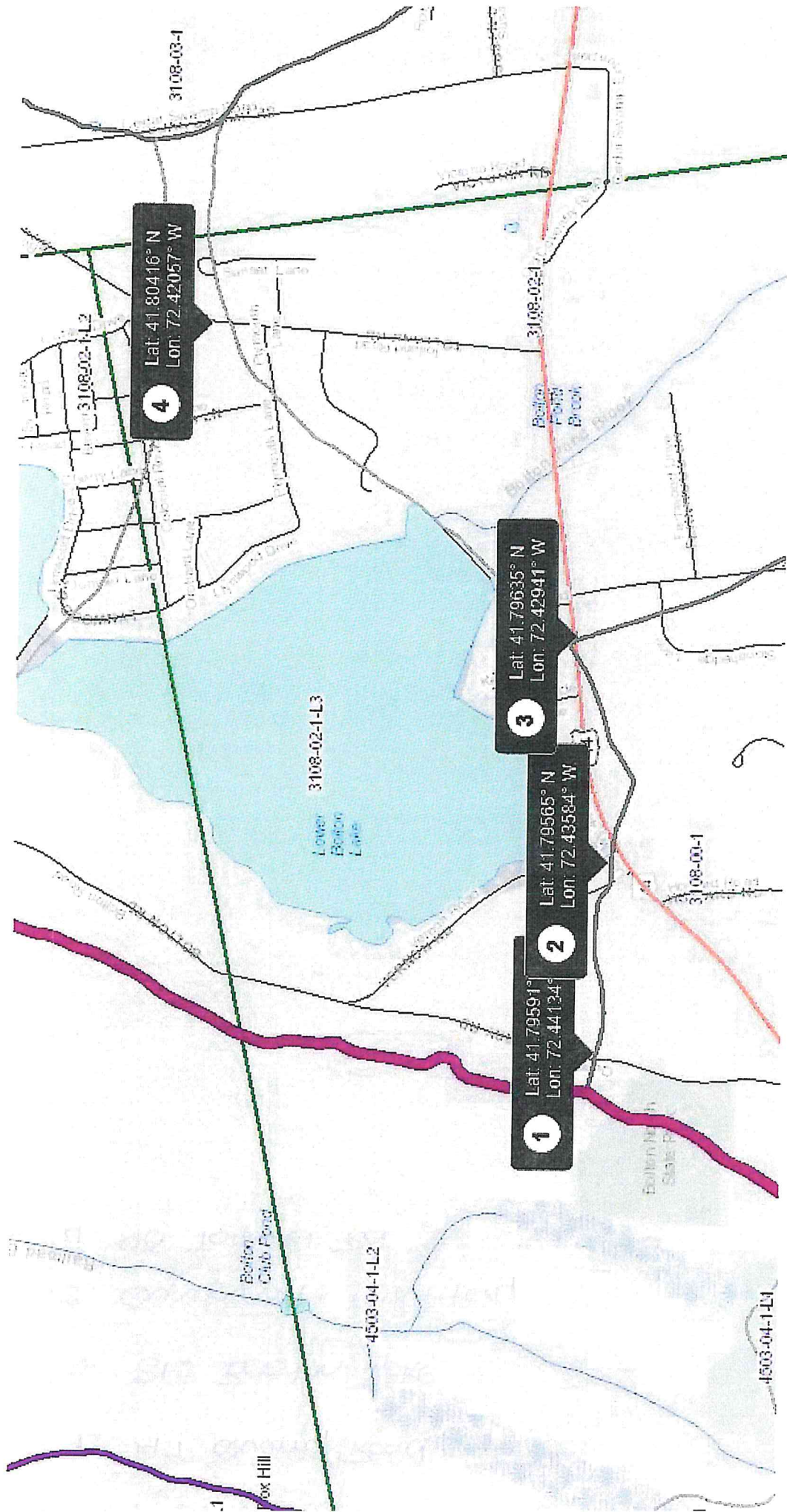
**I have asked for more info/drawings on the signs and posts they will be expecting to use as this will be required for the state permits.

Kathy

10104

Now
Entering

Bolton
Lakes
Watershed



8L

Rupert, Jim

From: Concatelli, Carrie
Sent: Thursday, June 24, 2021 8:41 AM
To: Rupert, Jim
Subject: RE: Info for sign
Attachments: Bolton Senior Center Sign.pdf

Understood. This is the proof of the sign. The location will be the same as the current sign. When Josh and I were evaluating it last summer we determined no other spot gives better sight lines due to the power lines and trees. It was discussed that the old sign could be moved closer in front of NRMC until demolition. If you need anything else, let me know.

Carrie

Carrie Concatelli, MSW
Director of Senior and Social Services
Town of Bolton
104 Notch Road
Bolton, CT 06043
860-647-9196

From: Rupert, Jim
Sent: Wednesday, June 23, 2021 5:30 PM
To: Concatelli, Carrie <cconcatelli@boltonct.org>
Subject: Re: Info for sign

Carrie,

I had Gary find me the minutes of the BOS meeting when the sign for the FD was approved. While it was mentioned the old sign would be donated for use at the Senior Center there was no specific proposal and no approval. To that end I will try to have it on the agenda for the July meeting but I need a specific proposal and location.

Jim

Sent from my iPad

On Jun 23, 2021, at 3:55 PM, Concatelli, Carrie <cconcatelli@boltonct.org> wrote:

Hi Jim,

John and I have discussed the need to confirm the approval of the new outdoor sign with the Board so I am aware. I thought it was part of the discussion last summer when the Fire Department sign was approved but I am not positive the reuse as the Senior Center sign was explicitly stated.

If it helps, the new sign still states Town of Bolton at the top. It also have a removable portion at the bottom stating Registrar of Voters to still direct people to that location. This was the design that was

TOWN OF BOLTON
SENIOR & SOCIAL SERVICES

48" X 77.5"

860.647.9196

12" X 77.5"

REGISTRAR OF VOTERS

6" X 36"

June 24, 2021



Connecticut Conference
of Municipalities

Municipal Management Bulletin

545 LONG WHARF DRIVE, NEW HAVEN, CT 06511 • PHONE (203) 498-3000 • FAX (203) 562-6314

SB 1201—Adult-Use Recreational Marijuana **Municipal Impact and Analysis**

SB 1201 was enacted during the June 2021 Special Session which legalizes adult use of cannabis. Among other things, the new law (a) creates a process for the erasure of previous marijuana related convictions, (b) establishes legal adult recreational use of cannabis by allowing individuals age 21 or older to possess, use, or otherwise consume cannabis and cannabis products, (c) and establishes new laws, regulations and control of cannabis products. In general, the bill limits possession to 1.5 ounces of cannabis plant material and 5 ounces of such material in a locked container in the person's residence or locked vehicle glove box or trunk (or equivalent cannabis product amounts or combined amounts). In addition, beginning on July 1, 2023 the bill allows any individual age 21 or older to cultivate up to three mature and three immature cannabis plants in an individual's primary residence.

The following are specific municipal provisions of SB 1201:

Local referendum (section 83-84) - Effective July 1, 2021 if at least 10% of a municipality's electors petition for a vote to allow certain marijuana sales, it must be done at least 60 days before a regular election. If met, the municipality must hold a referendum to determine whether to allow (1) the recreational sale of marijuana in the municipality or (2) the sale of marijuana in one or more of the cannabis establishment license types. The bill does specify what specific language needs to be used in a referendum question.

Zoning Authority and Restrictions (sections 83-84, 148)

The bill allows municipalities to amend their zoning regulations or local ordinances to take the following actions regarding cannabis establishments:

- a) prohibit them from opening;
- b) reasonably restrict their hours and signage; or
- c) restrict their proximity to religious institutions, schools, charitable institutions, hospitals, veterans' homes, or certain military establishments.

If a municipality imposes regulations or ordinances regarding the above, they will be precluded from imposing additional or modified restrictions on cannabis establishment regarding hours, zoning, or signage existing businesses until five years after the restrictions are originally adopted. If municipalities take no action through zoning regulations or ordinances, these establishments must be zoned as similar uses would be. The bill prohibits municipalities from regulating the delivery of cannabis of any form. In addition, prohibits negating or entering into local host agreements.

Until June 30, 2024, the bill prohibits municipalities from granting zoning approval for more retailers or micro-cultivators than a number that would allow for one retailer and one micro-cultivator for every 25,000 municipal residents, as determined by the most recent decennial census.

The law also allows municipalities, for the first 30 days after cannabis retailers or hybrid retailers open, to charge them up to \$50,000 for any necessary and reasonable municipal costs for public safety services related to the opening (such as for directing traffic).

- OVER -

Regulating Cannabis Usage (sections 83-84)

Effective October 1, 2021, existing law allows municipalities to regulate activities deemed harmful to public health, including smoking, on municipally-owned property. The bill broadens this to include property that a municipality controls but does not own. It specifies that this regulatory authority applies to (1) smoking tobacco or cannabis, including cannabis ecigarette use (i.e., electronic delivery systems and vapor products) and (2) other types of cannabis use or consumption. It allows municipalities to ban cannabis smoking (including ecigarette use) at outdoor sections of restaurants. Through regulations, municipalities may set fines for violations, up to (1) \$50 for individuals or (2) \$1,000 for businesses.

For municipalities with more than 50,000 people, if the town or city decides to regulate the public use of cannabis, the local regulations must designate a location in the municipality where public consumption of cannabis is allowed.

Municipal Cannabis Tax (Sections 126—127)

The bill imposes a 3% municipal sales tax (in addition to the state cannabis tax established at 6.35%) on the gross receipts from the sale of cannabis by a cannabis or hybrid retailer or micro-cultivator. Under the bill, “gross receipts” means the total amount received from cannabis sales by the retailer or micro-cultivator. The tax must be collected from consumers at the time of sale and be held in trust until remitted to the municipality. The bill exempts from the municipal sales tax:

- a) cannabis for palliative use;
- b) sales of cannabis by a delivery service to a consumer; and
- c) the transfer of cannabis to a transporter for transport to any cultivator, micro-cultivator, food and beverage manufacturer, product manufacturer, product packager, dispensary facility, cannabis retailer, hybrid retailer, or producer.

Any municipality in which a cannabis or hybrid retailer or micro-cultivator is located will need to submit to the DRS commissioner, at least annually, the name and contact information of the individual designated by the municipality to receive notifications regarding the local cannabis tax. The DRS commissioner will then notify (and establish policies and procedures) the municipally designated individuals of the tax amount reported due from each cannabis and hybrid retailer and micro-cultivator located in their respective municipalities.

Within 60 days after receiving such a notice from DRS, each municipality must invoice each applicable cannabis retailer, hybrid retailer, and micro-cultivator in accordance with the law for DRS notices. This will need to be done through an invoice by first-class mail to the address of the facility on file. The retailer or microcultivator must remit payment to the municipality within 30 days after the invoice was sent.

Under the bill, the amounts remitted become a part of the municipality’s general revenue and must be used for the following purposes:

- a) streetscape improvements and other neighborhood developments in communities where cannabis or hybrid retailers or micro-cultivators are located;
- b) education programs or youth employment and training programs in the municipality;
- c) services for individuals living in the municipality who were released from DOC custody, probation, or parole;
- d) mental health or addiction services;
- e) youth service bureaus and municipal juvenile review boards; and
- f) community civic engagement efforts

CCM hosted municipal representatives from Colorado and Massachusetts at our 2019 Annual Convention to share the municipal perspective regarding the legalization of marijuana in those States. To view the CT-N coverage, please click on the link: [CCM Panel Discussion on the Legalization of Recreational Marijuana](#).

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For more information on this issue, please contact Mike Muszynski
(mmuszynski@ccm-ct.org or 203-500-7556) of CCM.



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

Intergovernmental Policy and Planning Division

SB 1201 – AN ACT CONCERNING RESPONSIBLE AND EQUITABLE REGULATION OF ADULT-USE CANNABIS

www.cannabis.ct.gov

MUNICIPAL AUTHORITY - IMPACT OVERVIEW

Sec. 83 – effective July 1, 2021: Addresses various issues on municipalities' authority to regulate cannabis, such as (1) requiring them, upon petition of 10% of their voters, to hold a local referendum on whether to allow the recreational sale of marijuana or whether to allow certain types of cannabis businesses within the municipality; (2) barring them from prohibiting the delivery of cannabis by authorized persons; and (3) allowing them to charge retailers, hybrid retailers, and micro-cultivators for certain initial public safety expenses.

Local Referendum: A municipality must hold a referendum on whether to allow certain cannabis sales if at least 10% of its electors' petition for such a vote at least 60 days before a regular election.

Specifically, these votes may determine whether to allow (1) the sale of adult-use marijuana in the municipality or (2) the sale of adult-use marijuana in one or more of the cannabis establishment license types.

The ballot designations are as follows: "Shall the sale of recreational marijuana be allowed in (Name of municipality)?" or "Shall the sale of cannabis under (Specified license or Licenses) be allowed in (Name of municipality)?" or "Shall the sale of recreational marijuana be prohibited (No Licenses) in (Name of municipality)?"

The referendum and ballot designations conform to existing procedures. The results take effect on the first Monday of the month after the election and stay in effect until another vote is taken. The bill allows a vote to occur at a special election, following existing procedures, if at least one year has passed since the previous vote. Existing laws on absentee voting at referenda apply to these votes. These referenda do not affect any class of cannabis establishments already allowed in a municipality and do not affect any class of cannabis establishments that do not sell adult-use cannabis, including a medical dispensary and establishments that grow cannabis products.

Delivery and Transport: Municipalities cannot prohibit the delivery of cannabis to (1) consumers or (2) qualifying medical marijuana patients or their caregivers, if the delivery is made by someone authorized to do so under the bill (e.g., delivery services). It also bars municipalities from prohibiting the transport of cannabis to, from, or through the municipality by anyone licensed or registered to do so.

Ban on Certain Actions and Local Host Agreements: The bill prohibits municipalities or local officials from conditioning any official action on, or accepting any donations from, any cannabis establishment or applicants for cannabis establishment licenses in the municipality. The bill also bars municipalities from negotiating or entering into a local host agreement with a cannabis establishment or license applicant.

Charge for Initial Public Safety Costs: The bill allows municipalities, for the first 30 days after cannabis retailers or hybrid retailers open, to charge them up to \$50,000 for any necessary and reasonable municipal costs for public safety services related to the opening (such as for directing traffic).

Sec. 84 - effective October 1, 2021: Allows municipalities to prohibit consumption of cannabis in public areas and to establish fines for use of cannabis in such areas.

Existing law in place through September 30, 2021 - Allows a municipality to regulate, on any property owned by the municipality, any activity deemed to be deleterious to public health, including the lighting or carrying of a lighted cigarette, cigar, pipe or similar device. This provides sufficient authority to regulate the consumption of cannabis of any form in the interim.

Regulation of Smoking and Cannabis Use: Existing law allows municipalities to regulate activities deemed harmful to public health, including tobacco smoking, on municipally-owned property. The bill broadens this to include property that a municipality controls but does not own. For the purposes of this section, property that a municipality controls includes, but not limited to, sidewalks, parks, beaches, municipal land and buildings, etc. It specifies that this regulatory authority applies to (1) smoked or vaped tobacco or cannabis, and (2) other types of cannabis use or consumption.

For municipalities with more than 50,000 people, if they regulate the public use cannabis, the regulations must designate a location in the municipality where public consumption is allowed. This section does not require that such municipalities provide for a location where any or all forms of cannabis can be consumed, but only some forms of cannabis can be consumed. The most common forms of cannabis consumption are smoking, vaping, and edibles. Through regulations, municipalities may set fines for violations by individuals regarding outdoor consumption of cannabis of up to \$50.

Municipalities are permitted to ban cannabis smoking and vaping at outdoor sections of restaurants. Through regulations, municipalities may set fines for violations of up to \$1,000 for businesses who allow cannabis smoking or vaping contrary to the regulation of the municipality.

Sec. 126 – effective July 1, 2021: Imposes a 3% municipal sales tax on the sale of cannabis that applies in addition to the state’s 6.35% sales tax and the state cannabis tax established under the bill; specifies the purposes for which municipalities may use the tax revenue. The 3% municipal sales tax will be administered through DRS, though each municipality will be responsible for collecting the appropriate amounts as identified by DRS.

Municipal Designee: The bill requires each municipality in which a cannabis retailer, hybrid retailer or micro-cultivator is located to submit to the DRS commissioner, at least annually, the name and contact information of the individual designated by the municipality to receive notifications regarding the tax. The DRS commissioner must notify these designated individuals of the tax amount reported due from each cannabis retailer, hybrid retailer and micro-cultivator located in their respective. Such municipalities are then responsible for collecting the tax payments from each payor.

Municipal Uses of Funds: The amounts remitted become a part of the municipality’s general revenue and may only be used for the following purposes:

1. streetscape improvements and other neighborhood developments in communities where cannabis retailers, hybrid retailers or micro-cultivators are located;
2. education programs or youth employment and training programs in the municipality;
3. services for individuals living in the municipality who were released from DOC custody, probation, or parole;
4. mental health or addiction services;
5. youth service bureaus and municipal juvenile review boards; and
6. community civic engagement efforts.

Sec. 148 – effective July 1, 2021: Authorizes municipalities to enact certain zoning regulations or ordinances for cannabis establishments; temporarily prohibits municipalities from granting zoning approval for more retailers or micro-cultivators than a number that would allow for one of each for every 25,000 residents; and allows the DCP commissioner to set a population-based cap for number of retailers or micro-cultivators in the future.

General Zoning Authority and Restrictions: Allows municipalities to amend their zoning regulations or local ordinances to take the following actions regarding cannabis establishments:

1. prohibit them from opening;
2. reasonably restrict their hours and signage; or
3. restrict their proximity to religious institutions, schools, charitable institutions, hospitals, veterans' homes, or certain military establishments.

Municipal chief zoning officials are required to report these zoning changes to the OPM Secretary and DCP. They must report in writing within 14 days after adopting the change.

Affirmative Zoning Approval for Retailers and Micro-Cultivators: Until June 30, 2024, municipalities are prohibited from granting zoning approval for more retailers or micro-cultivators than a number that would allow for one retailer and one micro-cultivator for every 25,000 municipal residents, as determined by the most recent decennial census. Beginning July 1, 2024, the DCP commissioner may post on the department's web site a specific number of residents such that no municipality shall grant zoning approval for more retailers or micro-cultivators than would result in one retailer and one micro-cultivator for every such specific number of residents, as determined by the commissioner.

In order to ensure compliance, the bill requires a special permit or other affirmative approval for any retailer or micro-cultivator seeking to be located within a municipality. A municipality must not grant the special permit or approval for any applicant if an approval would result in exceeding the density cap set by the bill or DCP Commissioner. The purpose of the special permit or other affirmative approval is not to require a public meeting or any other steps or procedures than would otherwise be required under a municipality's zoning ordinance, but rather to ensure that no more retailers or micro-cultivators are granted zoning approval than the number allowable under the legislation.

REPORT OF THE INTERIM ADMINISTRATIVE OFFICER

7/1/21

June Highlights

- The Fire Truck has been repaired and is back in service. The Fire Department has had the opportunity to put it in operation several times since returning and is reported to be performing as expected.
- Indian Notch Park has reopened with very few hiccups.
- Portions of Hebron Road have been repaved and the Highway Department is prepping Keeney Drive for repaving and will then move to Tolland Road.
- The Town Clerks office has been busy with dog licensing along with other normal activities.
- We have executed a new six month contract with the Town of Andover for Building Official services.
- We have executed a new two year contract with the Town of Ashford for Building Official services.
- We are finalizing the supervisors contract and expect to execute it in the next few days.
- We are in the final stages of developing our reopening plans for the Library, Town Hall and senior Center.
- We have submitted the application for the fair housing grant and have received confirmation that it has been received and is complete.

Respectfully submitted,

James Rupert
Interim Town Administrator