

The Town of Bolton Board of Selectmen, hereinafter the “BOS” held its regular meeting on December 4, 2012 at the Town Hall with First Selectman Robert Morra presiding. Also in attendance were: Selectmen Robert Neil, Robert Lessard and Leslie Shea. Also present were residents Kim Welch, Susan Cardile and Peter Phelon; and Administrative Officer Joyce Stille.

**1. Call to Order**

Mr. Morra called the meeting to order at 7:00 P.M.

**2. Public Comment:**

None.

**3. Approval of Minutes:**

**A. November 13, 2012 Meeting**

A motion was made by Mr. Neil, seconded by Mr. Lessard to approve the aforementioned minutes as presented. Motion passed unanimously.

**B. November 19, 2012 Special Meeting**

A motion was made by Mr. Neil, seconded by Ms. Shea to approve the aforementioned minutes as presented. Motion passed unanimously.

**C. November 20, 2012 Meeting**

A motion was made by Mr. Neil, seconded by Mr. Lessard to approve the aforementioned minutes as presented. Motion passed unanimously.

**D. November 26, 2012 Informational Meeting**

A motion was made by Mr. Lessard, seconded by Ms. Shea to approve the aforementioned minutes as presented. Motion passed with Mr. Neil abstaining.

**4. Correspondence:**

None.

**5. Unfinished Business**

None.

**6. New Business:**

**A. Lower Bolton Lake Status Report**

Ms. Stille reported that there was no new information since the informational meeting. The presentation given at the informational meeting is now posted online. Ms. Stille will be meeting with the appropriate people to work on putting a plan together for next year.

By consensus, the board agreed to act on the appointment of the Lake Commissioner.

A motion was made by Ms. Shea, seconded by Mr. Neil to appoint Kim Welch as Lake Commissioner with a term ending July 1, 2013. Motion unanimously passed.

A Deputy Lake Commissioner will not be appointed at this time. There was only one applicant for the position. The BOS will be seeking additional candidates.

## **B. FY13 Budget Report**

The board reviewed the month end budget summary by department. Mr. Lessard expressed concerns regarding the Fire Department and Elections budgets. Ms. Stille reported that she will be meeting with Cheryl Udin to discuss the Fire Department budget. Ms. Stille explained that the elections budget reflect the presidential primary and the presidential election this fiscal year. The last large expense will be the cost of holding the referendum.

## **C. Consider and Act on Banking Resolution**

Due to changes in staff, the BOS is required to adopt a new Banking Resolution.

A motion was made by Mr. Lessard, seconded by Mr. Neil to adopt the Banking Resolution as presented (attachment 6.C.) effective December 31, 2012. Motion unanimously passed.

## **D. Discussion on Audit**

Ms. Stille reported that the Board of Finance (BOF) authorized her to negotiate a contract extension with the current auditor. The contract extension is a 3 year contract with an option of an additional 2 years mutually agreed upon.

A motion was made by Mr. Lessard, seconded by Mr. Neil to authorize Joyce Stille, Administrative Officer to sign a contract extension with Auditor, Stephen Hopkins, based on Board of Finance (BOF) approval. Motion unanimously passed.

## **E. Consider and Act on Regional Performance Incentive Program Projects**

Ms. Stille shared with the board two additional grant opportunities through the State of Connecticut. The first is a joint application with the Town of Andover for a consultant to prepare individual Plans of Conservation and Development. The second grant is for a shared Economic Development Services Proposal for the Route 6 Regional Economic Development Council consisting of Bolton, Coventry, Andover and Columbia.

A motion was made by Ms. Shea, seconded by Mr. Neil to adopt the following resolutions:

RESOLVED: That the Board of Selectmen as the legislative body of the Town of Bolton hereby endorses the Regional Performance Incentive Program proposal referenced in Section 5 of Public Act 11-61 (An act Concerning Responsible Growth) for the following project to be submitted by the Towns of Andover and Bolton:

The joint preparation of individual Plans of Conservation and Development for the Towns of Andover and Bolton pursuant to CGS, Section 8-23

RESOLVED: That the Board of Selectmen as the legislative body of the Town of Bolton hereby endorses the Regional Performance Incentive Program proposal referenced in Section 5 of Public Act 11-61 (An Act Concerning Responsible Growth) for the following project to be submitted by the Towns of Bolton, Coventry, Andover and Columbia:

Shared Economic Development Services Proposal for the Route 6 Regional Economic Development Council Considering of the Towns of Bolton, Coventry, Andover and Columbia

Motion unanimously passed.

**F. Discussion on Capital Plan**

Ms. Stille shared with the board a list of capital items funded this fiscal year and a list of requested capital items for the next fiscal year. The BOS will hold a special meeting on December 27<sup>th</sup> to finalize a list to provide to the CAPA Committee.

**G. Consider and Act on Appropriation and/or Transfer Request(s).**

None.

**7. Ongoing Business**

**A. Subcommittee Reports**

The BOS received a request from the Planning & Zoning Commission to add a resident at large to the Planning & Zoning Fire Protection Regulations Subcommittee.

A motion was made by Mr. Neil, seconded by Mr. Lessard to approve the addition of a resident at large to the Planning & Zoning Fire Protection Regulations Subcommittee. Motion passed unanimously.

**B. Bolton Lakes Sewer Project**

Mr. Morra updated the board on the sewer project. Bids for Phase IV are currently being reviewed. The bid specs are currently being worked on for Phase V.

**C. Properties and Facilities**

Ms. Stille thanked the Bolton Women’s Club for the donation of the new playscape at Herrick Park. The installation was a collaborative effort of the Highway Department and the Buildings and Grounds Department. Ms. Stille also thanked everyone that took part in the fundraising efforts.

Ms. Stille reported that the High School Project is waiting for their LEED Certification. Additionally, the soccer field and Herrick Park field will be tested.

**D. Revenue Sources**

None.

**8. First Selectmen’s Report:**

Mr. Morra wished all residents a Merry Christmas and Happy Hanukah. Mr. Morra also reminded residents that budget meetings will begin in January.

**9. Administrative Officer’s Report**

**A. VCI Grant**

Ms. Stille reported that the first meeting of the stakeholders committee will take place on December 17<sup>th</sup>.

**B. Hurricane Sandy**

Ms. Stille shared with the board that FEMA has included Tolland County. Ms. Stille will be attending a meeting Thursday morning to obtain more information.

**10. Appointments**

A motion was made by Mr. Neil, seconded by Mr. Lessard to appoint Brenda Douglas as

Finance Director effective December 31, 2012. Motion unanimously passed.

**11. Adjournment**

A motion was made by Mr. Neil, seconded by Ms. Shea to adjourn the meeting at 7:50 P.M.  
Motion passed unanimously.

Respectfully submitted,

Heidi Bolduk  
Board Clerk

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