

The Town of Bolton Board of Selectmen, hereinafter the “BOS” held its regular meeting on April 1, 2013 at the Town Hall with First Selectman Robert Morra presiding. Also in attendance were: Selectmen Robert Neil, Robert Lessard, Ray Walker and Leslie Shea (arrived at 5:47 P.M.). Also present were resident and business owner John Dean; Board of Finance (BOF) Member Jim Bruner; Superintendent of Schools Kristin Heckt (arrived at 5:10 P.M.) and Lake Commissioner Kim Welch.

**1. Call to Order**

Mr. Morra called the meeting to order at 5:02 P.M.

**2. Public Comment:**

John Dean, owner of Dean Cabinetry, 263 Boston Turnpike, shared with the board concerns on the proposed bridge design and location. Mr. Morra explained that another public informational meeting will take place before a final decision is made.

**3. Approval of Minutes:**

**A. March 5, 2013 Meeting**

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

**B. March 9, 2013 Special Meeting**

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

**C. March 16, 2013 Special Meeting**

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

**D. March 20, 2013 Workshop**

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

**E. March 27, 2013 Workshop**

The approval of these minutes has been tabled to the next regular meeting.

**4. Correspondence:**

None.

**5. Unfinished Business**

None.

**6. New Business:**

**A. Lower Bolton Lake Status Report**

Ms. Stille shared that the permit application has been submitted. Ms. Stille also shared that there is interest in applying for grant funds for a rain garden at Indian Notch Park. It is not clear if that will be an acceptable area.

**B. FY13 Budget Report**

The board reviewed the month end budget summary by department. Ms. Stille shared with the board that there is a spending freeze. The group discussed the challenges facing the town in the

next budget year. The BOF will be meeting on April 18<sup>th</sup> to set the budget for referendum.

**C. Consider and Act on Use of Fund Balance.**

The BOS received a request from the Board of Education (BOE) to appropriate \$150,000 for unanticipated special education costs. Selectman Walker requested additional information related to the special education services. Ms. Heckt explained that the costs associated with special education are strictly based on the needs of the student, therefore costs can vary.

A motion was made by Mr. Walker, seconded by Mr. Neil to use the fund balance to address the needs of the BOE special education costs in the amount of \$150,000. Motion passed unanimously.

**D. Consider and Act on Call for Special Town Meeting**

Mr. Morra read into the record the Call for Special Town Meeting. A motion was made by Mr. Neil, seconded by Mr. Lessard to adopt the Call for Special Town Meeting and resolution (attachment 6.D.) to be held on Monday, April 15<sup>th</sup> at 6:30 p.m. at Bolton Town Hall, 222 Bolton Center Road, Bolton, CT. Motion unanimously passed.

**E. Consider and Act on Call for Annual Town Meeting**

Mr. Morra read into the record the Call for Annual Town Meeting. A motion was made by Mr. Neil, seconded by Mr. Walker to adopt the Call for Annual Town Meeting and resolution as presented (attachment 6.E.) to be held on Tuesday, May 14, 2013 at the Bolton Town Hall, 222 Bolton Center Road, Bolton, CT at 6:30 P.M. Motion unanimously passed.

**F. Consider and Act on Notarization and Copy Fees**

A motion was made by Mr. Walker, seconded by Mr. Neil to increase the fee for mortgage documents unrelated to Bolton to \$5.00 for notarization, and to increase color copy fees to \$1.00 per page. Motion unanimously passed.

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

A motion was made by Mr. Neil, seconded by Mr. Walker to approve a \$1,000 transfer from the Refuse Budget, Tipping Fees Line Item to the Unemployment Budget, Unemployment Compensation Line Item. Motion unanimously passed.

A motion was made by Mr. Neil, seconded by Mr. Lessard to approve a transfer within the Town Clerk Budget from Other Contracts to Professional and Business in the amount of \$300.00. Motion unanimously passed.

A motion was made by Mr. Neil, seconded by Mr. Lessard to approve a transfer within the Planning and Zoning Commission Budget from Professional & Business Training to Office Operation Expenses in the amount of \$1,200.00. Motion unanimously passed.

A motion was made by Mr. Neil, seconded by Mr. Walker to approve a transfer within the Highway Budget from Sand & Salt to the Other Payroll in the amount of \$5,000.00. Motion unanimously passed.

**7. Ongoing Business**

**A. Subcommittee Reports**

Ms. Stille shared with the board a copy of the correspondence that Mountaintop Farm sent to

the Department of Energy & Environmental Protection (DEEP) regarding the Bolton Pond and Railroad Brook at Bolton Notch. The town has not received a response from their letter sent to DEEP.

**B. Bolton Lakes Sewer Project**

Mr. Morra updated the board on the sewer project. Phase I and II will be receiving a follow up letter regarding the connection deadlines. A public hearing will be held for the benefit assessment for Phase III. A pre-construction meeting will be take place for Phase IV. Bidding for Phase V is expected to take place this year.

**C. Properties and Facilities**

Ms. Stille explained that the PBC is waiting on paperwork for the LEED Certification for the high school. The commission is close to closing out the project.

**D. Revenue Sources**

Ms. Stille reported that a letter was received from FEMA stating they are working on finalizing a check for Storm Sandy for approximately \$37,000.

**8. First Selectmen's Report:**

Mr. Morra urged residents to attend BOF meetings to have input on the budget.

**Public Informational Meeting**

A motion was made by Mr. Neil, seconded by Mr. Lessard to hold a public informational meeting regarding the bike path on May 1, 2013 at 6:30 P.M. Motion unanimously passed.

**9. Administrative Officer's Report**

**Personnel**

Ms. Stille reported that a new part time person has been hired in the Finance Department.

**10. Appointments**

None.

**11. Adjournment**

A motion was made by Mr. Neil, seconded by Mr. Walker to adjourn the meeting at 6:17 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.