

The Board of Selectmen (BOS) held a Public Hearing on July 1, 2014 at the Town Hall with Chair Robert Morra presiding. Also in attendance were selectmen Robert Lessard, Sandra Pierog and Gwen Marrion; approximately seven residents; and Administrative Officer Joyce Stille.

Mr. Morra called the hearing to order at 7:05 P.M. The hearing was held to hear public comment on an amendment to the Advertising for Bids Ordinance.

A motion was made by Pamela Sawyer, seconded by Paula Friez to waive the reading of the description of the ordinance (see attachment A.). Motion passed unanimously.

Holly MacDonald, 52 Llynwood Drive, asked what the modifications to the ordinance are. Ms. Stille explained that State Statute recently changed the threshold from \$7,500 to \$25,000. The amended ordinance will now require a three stage process depending on the amount. \$5,000 to \$12,500 will require a verbal quote; between \$12,500 and \$25,000 will require three written quotes; however either board may waive this bidding requirement if in the best interest of the town, requiring Board of Education (BOE) to notify BOS in writing. Anything over \$25,000 will require a competitive sealed bidding process. During state of emergency, the competitive bid may be waived by First Selectman (or designee) to address issues of public health, safety and welfare.

Mr. Morra closed the hearing at 7:08 P.M.

Respectfully submitted,

Heidi Bolduk  
Board Clerk

PLEASE SEE THE MINUTES OF SUBSEQUENT MEEINGS FOR THE APPROVAL OF THESE MINUTES AND ANY CORRECTIONS HERETO.

**BIDS: Advertising for**

Section 1. Before any department, commission, officer or employee of the Town or Board of Education shall make any expenditure or purchase of a piece of equipment or enter into a contract for services for Five Thousand Dollars (\$5,000.00) to Twelve Thousand Five Hundred Dollars (\$12,500.00), a total of at least three (3) verbal quotes shall be obtained for the goods or services. A written list of the verbal quotes shall be submitted to the Town Administrative Officer (or designee) or Superintendent of Schools (or designee) for approval. Either of said Boards may waive this bidding requirement when in its opinion, the circumstances of a particular case and the best interest of the Town should permit its waiver and the majority of the Board awarding the bid so states in writing noting justification of the waiver. If said waiver is by the Board of Education, it shall, within ten (10) days following the waiver approval, send a written waiver justification to the Board of Selectmen.

Section 2. Before any department, commission, officer or employee of the Town or the Board of Education shall make any expenditure or purchase of a piece of equipment or enter into a contract for services over Twelve Thousand Five Hundred Dollars (\$12,500.00) to Twenty-Five Thousand Dollars (\$25,000.00), a total of at least three (3) written quotes shall be obtained for the goods or services. Either of said Boards may waive this bidding requirement when in its opinion the circumstances of a particular case and the best interest of the Town should permit its waiver and the majority of the Board awarding the bid so states in writing, noting justification of the waiver. If said waiver is by the Board of Education, it shall, within ten (10) days following the waiver approval, send a written waiver justification to the Board of Selectmen.

Section 3. Before any department, commission, officer or employee of the Town or the Board of Education shall make any expenditure or purchase of a piece of equipment or enter into a contract for services in excess of Twenty-Five Thousand Dollars (\$25,000.00), a competitive sealed bidding process shall be conducted under such rules and regulations as the Board of Selectmen or the Board of Education, as the case may be, may establish. All notices for bids shall be advertised in a newspaper having circulation in the Town of Bolton.

Section 4. During a state of emergency, the procurement of a competitive bid may be waived by the First Selectman (or designee) to address issues of public health, safety and welfare.