

The Town of Bolton Board of Selectmen, hereinafter the “BOS” held its regular meeting on January 14, 2014 at the Bolton Town Hall with First Selectman Robert Morra presiding. Also in attendance were: Selectmen Robert Lessard, Robert Neil, Gwen Marrion and Sandra Pierog. Also present were Kim Welch, Holly MacDonald, Milton Hathaway, Richard Jewell, Kathy Aspinall; and Administrative Officer Joyce Stille.

1. Call to Order

Mr. Morra called the meeting to order at 7:01 P.M.

2. Public Comment:

None.

**3. Approval of Minutes:
December 3, 2013 Meeting**

A motion was made by Mr. Neil, seconded by Mr. Lessard to approve the aforementioned minutes with the following revision:

Add the following comment: Section 6.E. FY15 Budget: Ms. Marrion questioned when the full board will discuss the items on the capital improvement plan.

Motion passed unanimously.

4. Town Hall Anniversary Recognition

Ms. Stille explained that Town Hall celebrates 100 years this year. Municipal Historian Hans DePold will provide a monthly write up regarding the history of town hall. Each monthly installment will be posted on the website.

5. Letters of Resignation:

A. Inland Wetlands Commission – Krista Edwards

B. Fire Commission – Richard Metcalf

C. Bolton Heritage Farm Commission – Donna Phillips

D. Open Space Acquisition & Preservation Committee – Gwen Marrion

A motion was made by Mr. Lessard, seconded by Mr. Neil to accept the resignations of the above listed commission members. Motion unanimously passed.

By consensus, the board agreed to move appointments up on the agenda.

11. Appointments

A motion was made by Ms. Marrion, seconded by Mr. Lessard to make the following appointments:

Milton Hathaway, Full Member, Economic Development Commission, Term 2017

Kathy Aspinall, Full Member, Bolton Heritage Farm Commission, Term 2015

Richard Jewell, Alternate, Conservation Commission, Term 2016

Holly MacDonald, Full Member, Inland Wetlands Commission, Term 2014

Additionally, the appointment of Stephen Holmes to the Open Space Committee will be tabled until the next meeting.

Motion unanimously passed.

A motion was made by Ms. Pierog, seconded by Mr. Neil to confirm the reappointment made by Town Clerk Elizabeth Waters of Howard Holmes, Holmes Funeral Home and Robert Binkowski, Coventry Pietras Funeral Home as the Sub-Registrars of Vital Statistics. Motion unanimously passed.

6. Unfinished Business

None.

7. New Business:

A. Charter Oak Greenway Shared Use Path and Path Extension

Mr. Morra reported town officials have met with Department of Transportation and the owners of the location of the drive in theater. The meeting was to discuss the impacts to the property owners and route of the trail. There will be Public Informational meeting on February 27th, at 7:00 P.M. at Bolton Town Hall regarding the project. A copy of the revised plan is located at town hall.

Mr. Morra discussed that the proposed scope of work for trail expansion has been sent to DEEP for the grant contract. Once the contract is fully executed, the Town can award a bid for design services.

B. Lower Bolton Lake Status Report

Ms. Stille reported that the town is expected to receive the STEAP grant contract soon. Fisheries is still compiling data from electrofishing sampling last fall; they reported it was the highest largemouth bass and chain pickerel catch rates ever recorded at the lake; also high catch rates for various sunfish species; preliminary reports show there are no “red flags”. Ms. Stille has also discussed with Mr. Knoecklein that the town’s need to apply for the permit for algaecide and other treatments. The latest summary received regarding Lower Bolton Lake will be posted on the website.

A motion was made by Ms. Pierog, seconded by Mr. Neil to set a public informational meeting regarding the lake on February 24th, at 7:00 P.M. at Town Hall. Motion unanimously passed.

Holly MacDonald had asked if the STEAP Grant will be used for a watershed study. Ms. Stille and Mr. Morra explained that the main purpose of the grant is expected to be for investigation and maintenance of the lake.

C. FY14 Budget Report

The group reviewed the month end summary by department. Ms. Stille did report that there has been an increased usage of sand and salt during the storms, and the timing of the storms is requiring overtime. Mr. Lessard asked for clarification on the fluctuation of expenditure rates for each of the budgets. Ms. Stille did explain that some budgets are invoiced at the beginning of the fiscal year and some are invoiced at the end of the fiscal year.

D. FY15 Budget Report

The board received a copy of the Budget Workshop Schedule. The BOS has also received a copy of the FY15 Budget and Debt Summary.

Ms. Marrion asked about the discussion of the town putting together a bond package. Ms. Marrion requested the BOS solicit from residents what their priorities are for the bond package. Ms. Marrion's additional concerns include the immediate need for repairs on the Bolton Center School roof and the ball fields, and the bonding package may not take place for 1-2 years.

Mr. Morra explained that he recently attended a meeting with school officials. There are some temporary repairs that can be done to the roof. Mr. Morra explained that the BOS have the responsibility to determine what debt the town can take on and the amount that should be budgeted.

Mr. Lessard explained that the responsibility of the BOS is to determine what the top priority items are needed for residents of Bolton. The public does have input during the process, but the BOS are charged with meeting the needs.

By consensus, the board agreed to meet to discuss only the bonding package further.

E. Consider and Act on OPM Regional Performance Incentive Grant Resolution

Ms. Stille explained that the previous resolution was part of CRCOG's submission; however OPM is requiring each individual town to apply.

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

RESOLVED: That the Board of Selectmen as the legislative body of the Town of Bolton hereby endorses the Regional Performance Incentive Program proposal for the Nutmeg Network Connection to be submitted by the Town of Bolton and authorizes the Administrative Officer Joyce Stille to sign all necessary agreements and take all necessary actions related to this application.

Motion unanimously passed.

F. Consider and Act on Referendum Date

A motion was made by Mr. Neil, seconded by Mr. Lessard to set the Budget Referendum for May 6, 2014 from 6:00 A.M. to 8:00 P.M. at the Bolton Town Hall. Motion unanimously passed.

H. Consider and Act on Budget Transfer and/or Appropriation Requests

A motion was made by Mr. Lessard, seconded by Mr. Neil to approve the budget transfer request for \$2,000.00 from the Refuse Budget/Tipping Fees line item to the Unemployment Compensation Budget/Miscellaneous Department Activities line item to cover claims for unemployment. Motion unanimously passed.

8. ONGOING BUSINESS

A. Subcommittee Reports

Mr. Morra reported that the town received notification that the town owned property proposed area for a cell tower will not be used. It does not meet the cell tower coverage requirements.

The Facilities and Public Safety Subcommittee is expected to meet in January or February to discuss the modification of the ball fields.

B. Bolton Lakes Sewer Project

Mr. Morra provided a brief update on the sewer project. Most of the construction is completed for the winter. An odor suppression tank is expected to be installed in March.

C. Properties and Facilities

Ms. Stille reported that application for the LEED Certification has been submitted. It is required before the project can be closed.

D. Revenue Sources

None.

9. First Selectmen's Report:

A. Charter Study Committee

Mr. Morra explained that the Charter is required to be reviewed at least every (5) years. A committee will be established to determine the need to revise the charter.

A motion was made by Mr. Neil, seconded by Ms. Pierog to appoint Susan DePold, Barry Stearns, Leslie Shea, Robert Lessard and Joyce Stille to the Charter Study Committee. Motion unanimously passed.

B. Capital Acquisition Planning and Allocation Committee.

CAPA will be meeting next week to discuss the Capital Items. Final recommendations will come back to the BOS for adoption.

C. Fire Protection Water Supply

The BOS received a memorandum from the Fire Department regarding six sites prioritized by the Bolton Fire Department as areas that require assistance from the town. Members of the Fire Department and the Fire Marshal would like to meet with the Public Safety Subcommittee to review the list.

10. Administrative Officer's Report

Ms. Stille shared with the board a copy of the letter that was sent to parents/residents of the school system discussing the recent increase of absences due to illnesses.

Ms. Stille also reported that Trooper Kevin Cook will be moving to the Tolland Resident State Troopers. Bolton's replacement will be Trooper Brian Contenta.

A. Financial Software System

Ms. Stille reported that the final review of the contract is currently taking place.

B. Central Connecticut Solid Waste Authority

Ms. Stille provided the BOS with the Annual Report from CCSWA. The town is a member of CCSWA and is currently out to bid for a textile recycling system.

C. Audit

The group each received a copy of the audit for the Fiscal Year 2012-2013. The Board of Finance will be further discussing the audit.

D. Capitol Region Council of Governments

Ms. Stille shared information from CRCOG regarding Back Office Sharing. It includes eight opportunities for reducing costs and improving service. The items include Information Technology Services, Electronic Document Management, Financial Management System, Human Resources Management, Facilities and Asset Management, Property Tax Assessment, Fleet Maintenance and Procurement Expansion.

E. Eastern Highlands Health District

Ms. Stille provided the board with a copy of the annual report from the Eastern Highlands Health District.

Additional Item:

Ms. Marrion reported that she met with resident Sylvia Ounpuu Adams and Northeast Utilities Representative Caroline DiDominico regarding the Clean Energy Community Funds which is through Clean Energy Finance and Investment Authority. Ms. Marrion will forward the information to Ms. Stille to follow up. Ms. Stille shared that the Town has participated in several energy upgrade grant opportunities.

12. Adjournment

A motion was made by Mr. Neil, seconded by Ms. Pierog to adjourn the meeting at 8:50 P.M. Motion unanimously passed.

Respectfully submitted,

Heidi Bolduk
Board Clerk

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