

The Town of Bolton Board of Selectmen, hereinafter the "BOS" held its regular meeting on November 6, 2014 at the Bolton Town Hall with First Selectman Robert Morra presiding. Also in attendance were: Selectmen Robert Neil, Robert Lessard and Gwen Marrison; and Administrative Officer Joyce Stille.

**1. Call to Order**

Mr. Morra called the meeting to order at 7:10 P.M.

**2. Public Comment**

None

**3. Approval of Minutes**

**A. October 7, 2014 Meeting.**

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

**B. October 27, 2014 Special Meeting.**

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

Discussion: Ms. Marrison requested that the language should reflect "number of students that started the school year off with". Mr. Morra explained the time referenced was during the budget season, not the beginning of the school year. To clarify the language, the following correction was suggested:

Section 2. A,B,C & D, second paragraph, 1<sup>st</sup> sentence:

"The reduction in 68 projected Columbia students at the time of budget approval to the current 59..."

Motion passed unanimously.

Ms. Marrison questioned the procedure for approving subcommittee minutes. It was explained that they could be discussed at the next subcommittee meeting.

**4. Town Hall Anniversary Recognition**

The November installment talked about the visitors from Bolton, England on October 24<sup>th</sup>. Councillor Richard Silvester and Councillor Andrew Morley visited Bolton Town Hall for a breakfast meeting and tour of the town.

**5. Correspondence**

None.

**6. Unfinished Business**

None.

## **7. New Business**

### **A. Charter Oak Greenway Shared Use Path and Path Extension**

Ms. Marrion explained that the consultant is waiting on information from DOT regarding the extension. Ms. Marrion will continue to check in with DOT for an update.

Ms. Stille reported that Lance Dimock will be assisting the Town of Manchester on Land Trust property that is part of the trail. Manchester staff has requested Mr. Dimock's expertise in the trail work.

### **B. Lower Bolton Lake Status Report**

Ms. Stille shared with the board that the town received the official letter of the drawdown, and it did begin November 3<sup>rd</sup>. Additionally, Ms. Stille shared the most recent lake report. George Knoecklein reported that Lower Bolton Lake avoided a bloom this year and clarity has improved overall.

Ms. Stille and Mr. Morra attended the watershed meeting that was put on by Friends of Bolton Lake in Vernon. Presentations included information regarding the STEAP Grant, sewer project, ERT Report and current activities of the Friends of Bolton Lake. Mr. Morra reported that it was a great way to initiate communications between the towns impacted by the lake.

Ms. Stille reported that a meeting will be set up at the beginning of 2015 for George Knoecklein to give a final report.

### **C. FY15 Budget**

The group reviewed the month end budget summary for October. Ms. Stille explained that the % expensed reflects regular salaries for employees through June 30, 2015.

Ms. Stille reported that the town attorney has reported there will be an increase to the fee schedule for attorney fees. The rates will go into effect July 1, 2015.

Fuel has been locked in through the 2015 calendar year. It is an extension of the current contract at a price that is \$.40 less than what the town is currently paying.

Mr. Morra reported that Columbia has appointed Jim Rupert as Interim Building Official. Columbia is considering a long term arrangement with Bolton for Building Official services. Bolton would consider hiring a part time person as either an Assistant Building Official or Part Time Technician to assist the current Building Official.

### **D. Discussion on OPM Regional Performance Grant**

Ms. Stille provided the board with a description of four proposed OPM Regional Performance Incentive Grants. Ms. Stille explained that CRCOG applies for the grants; however they are requesting a preliminary report of what towns would be interested in the different projects. If the town expresses interest in any of the grants, it is not committing to the projects. The group agreed to notify CRCOG that Bolton would be potentially interested in the Regional Computer Forensics Laboratory Grant, Economic Development Grant for the Towns of Bolton, Coventry,

Mansfield and Tolland (previously submitted, however not funded) and the Regional Service Management (CRM) System.

**E. Plan of Conservation and Development Consultant**

Mr. Morra reported that two consultants were interviewed. The Planning and Zoning Commission unanimously approved and recommended to the Board of Selectmen that Planimetrics be selected as the consultant for the Town of Bolton's update of the Plan of Conservation and Development.

A motion was made by Ms. Marrion, seconded by Mr. Lessard to hire Planimetrics as the consultant for the Plan of Conservation and Development. Motion unanimously passed.

**F. Consider and Act on Energy Committee Ordinance**

A motion was made by Ms. Marrion, seconded by Mr. Neil to adopt the Energy Committee Ordinance.

Motion unanimously passed.

**G. Consider and Act on Budget Transfer and/or Appropriation Requests**

A motion was made by Mr. Neil, seconded by Mr. Lessard to approve the transfer of \$5,000 in the Finance Budget from the Other Payroll Line Item to the Other Contracts Line Item; and transfer \$4,000 from the Fringe Benefits Budget, Health Insurance Line Item to the Finance Budget, Other Contracts Line Item to cover the cost of contracted services for the Interim Finance Director. Motion unanimously passed.

Ms. Savitsky is currently holding interviews to research the possibility of shared services between the town and Board of Education (BOE).

**8. Ongoing Business**

**A. Subcommittee Reports**

Mr. Morra reviewed the Finance and Administration meeting. They had discussed different ethics language from the surrounding towns. CCM will be holding a program on establishing Ethics Codes on December 3<sup>rd</sup> that Ms. Stille and Morra will be attending. The subcommittee will then continue to work on the matter. The subcommittee also reviewed some of the current ordinances that will need to be revised or repealed because of relevance to today's practices.

Facilities and Public Safety recently met to review the revised tennis court area with a new amount of \$451,000. It would involve slight movement of the softball field. The STEAP Grant is due November 28<sup>th</sup>. Mr. Morra explained the town will be receiving letters of support to submit with the STEAP Grant. Additionally, under Connecticut General Statute 8-24, the Planning and Zoning Commission will have to approve the project. Ms. Stille will discuss with the commission at its November 12<sup>th</sup> meeting.

Ms. Marrion reported that she has contact information for a local United States Tennis Association (USTA) instructor for input on the tennis courts.

## **B. Bolton Lakes Sewer Project**

Mr. Morra reported that construction is finishing up for the year.

Ms. Stille reported that there was a meeting regarding the sewer project with Bond Counsel, DEEP and State Treasurer's Office. An extension will be requested on the Clean Water Fund. The town's portion of Debt service will begin 2015. The length of the debt is 20 years at 2%.

## **C. Properties and Facilities**

Ms. Stille reported that she has discussed with Bond Counsel regarding the several projects for bonding. It appears there will have to be separate referendum questions because of the differences in the projects. The Fire truck is public safety and would be separate. It has increased from \$500,000 to \$515,000. The Center School Roof will be put together with the other Center School projects (sidewalk and parking lots).

Ms. Marrion requested the status of the LEED Certification. Ms. Stille reported that the environmental portion is currently under review.

## **D. Revenue Sources**

None.

## **9. First Selectman's Report**

Mr. Morra reported that the electoral vote was 74%.

Mr. Morra reported that many of the boards have a common interest. He is suggesting reaching out to the other boards and meeting with representatives of the different boards potentially one or two times a year. By consensus, the board agreed that Mr. Morra would reach out to each of the boards and commissions to identify which groups would be interested.

### **Fire Protection Regulations**

Mr. Morra reminded the board that there will be a meeting on Wednesday, November 12<sup>th</sup>. Several BOS members will be present at the meeting regarding the position of the BOS as recommended by the Facilities and Public Safety Subcommittee. Ms. Stille met with the Fire Marshal and Fire Chief to share the information with them.

Mr. Neil reported that permission was granted to use the water supply on Tumblebrook; however it is in the back of the property.

## **10. Administrative Officer's Report**

### **A. Capital Region Purchasing Council**

At the recent Annual Purchasing Meeting, the speaker was a representative of Department of Labor to discuss prevailing wage. As a result, the Executive Committee asked CRCOG to request the definition of a "project" as it pertains to prevailing wage. This request would be part of the Legislative Agenda.

## **B. Expressway Properties**

Ms. Stille shared with the board that a meeting was held to meet with the legislators to discuss what was proposed. A meeting took place on November 6<sup>th</sup> with staff from CRCOG to review the documents they provided. The next step will be to meet with CT DEEP and then DOT. Bolton will also be meeting with DOT regarding the properties within the potential interchange area for the end of I384, Route 6 and Route 44. Ms. Marrion suggested that the board should begin to consider how the town will handle issues from the previous property owners that may want their properties back.

## **C. Public Health**

Ms. Stille reviewed with the board that the guidelines regarding Ebola are continuing to change. Procedures are constantly being reviewed by the Eastern Highlands Health District (EHHD) and sharing the information with the Emergency Management Director, schools and the Fire Department.

## **11. Appointments**

A motion was made by Mr. Neil, seconded by Mr. Lessard to reappoint Richard Hayes and Mark Turkington as members of the Bolton Lakes Regional Water Pollution Control Authority with terms ending 2017. Motion unanimously passed.

## **12. Adjournment**

The Selectmen discussed some general correspondence prior to adjournment.

A motion was made by Mr. Neil, seconded by Mr. Lessard, to adjourn the meeting at 8:30 P.M. Motion unanimously passed.

Respectfully submitted,

Heidi Bolduk

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