

The Town of Bolton Board of Selectmen, hereinafter the "BOS" held its regular meeting on December 2, 2014 at the Bolton Town Hall with First Selectman Robert Morra presiding. Also in attendance were: Selectmen Robert Neil, Robert Lessard, Sandra Pierog and Gwen Marrion. Also present was Kim Welch, Lake Commissioner; resident Richard Treat; Administrative Officer Joyce Stille and four members of the public.

1. Call to Order

Mr. Morra called the meeting to order at 7:02 P.M.

2. Public Comment

Richard Treat shared with the board the clearing of brush behind the Congregational Church next to Town Hall, and asked if the Town would consider trimming behind the Town Hall as well.

3. Approval of Minutes

A. November 6, 2014 Public Hearing.

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

B. November 6, 2014 Meeting.

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

8.A.(3rd paragraph) "...United States Tennis Association(USTA) Representative for input on the tennis courts and help applying for the grant."

Motion unanimously passed.

C. November 12, 2014 Special Meeting

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

D. December 1, 2014 Special Meeting

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

4. Town Hall Anniversary Recognition

Mr. Morra reviewed the December article of the 100th Town Hall Anniversary. Included were a picture of Former First Selectman Richard Morra as Santa in 1980; and a picture of the Bolton Stable Riders parading in front of Town Hall in 1963.

5. Correspondence

Letter of resignation received November 10, 2014 from Stephanie Labonowski as a member of the Open Space Acquisition and Preservation Committee

A motion was made by Ms. Pierog, seconded by Mr. Neil, to accept the resignation of Stephanie Labonowski from the Open Space Acquisition and Preservation Commission. Motion unanimously passed.

6. Unfinished Business

None.

7. New Business

A. Charter Oak Greenway Shared Use Path and Path Extension

Ms. Marrion reported that the Trails Committee met with BSC on November 17th to review DOT comments. The same group met with DOT and BSC on December 2nd. Discussion included a possible "off road trail" or a trail that is part of widening of the road. BSC is continuing to work on the feasibility of the project. There will be a public informational meeting in January to review the project and request the public's input.

B. Lower Bolton Lake Status Report

Ms. Stille reported that results of the November 19th monitoring have not been received. Mr. Knoecklein is expecting to take a sampling once the lake has frozen. The next public informational meeting will be scheduled in February 2015.

Ms. Welch reported that the lake is down approximately 1 foot due to the drawdown.

C. FY15 Budget Report

The group reviewed the month end budget summary for November. The group discussed the new format of the budget summary. Ms. Pierog requested line item detail for each budget. Ms. Stille explained that staff is continuing to work on the implementation of the new financial system and Uniform Chart of Accounts.

D. FY16 Budget

The group reviewed the FY16 Capital Improvement Plan. The Finance and Administration Subcommittee will review. Ms. Stille explained that budget workshops will be set up to meet with the Highway, Buildings and Grounds, Library, Fire Commission and Senior and Social Services to discuss the FY16 Budget. Other groups may be necessary if requested.

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

Ms. Stille briefly reviewed the three projects available through the OPM Regional Performance Incentive grants. Ms. Stille explained that CRCOG applies for the grants; however CRCOG is requesting a resolution from towns that are interested in the different projects. If the town expresses interest in any of the grants, it is not committing to the projects. The three (3) projects for Bolton are 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.

A motion was made by Mr. Neil, seconded by Mr. Lessard to adopt the resolution for the OPM Regional Performance Incentive Program (see attachment 7.E.).

Discussion: Ms. Pierog requested that First Selectman, Robert R. Morra be authorized to sign all necessary agreements and take all necessary actions to allow for the Town's participation in this program.

Mr. Lessard requested both First Selectman and Administrative Officer be authorized to sign all necessary agreements and take all necessary actions to allow for the Town's participation in

this program. Mr. Neil and Mr. Lessard agreed to the amendment. Motion unanimously passed authorizing Mr. Morra and Ms. Stille.

F. Consider and Act on 2015 Meeting Schedule

A motion was made by Ms. Marrion, seconded by Ms. Pierog to adopt the 2015 Meeting Schedule as follows: January 13th, January 20th (Budget Workshop), January 27th (Budget Workshop), February 5th, February 10th (Budget Workshop), February 18th (Budget Workshop), February 24th (Budget Workshop), March 3rd, April 14th, May 5th, June 2nd, July 7th, August 4th, September 1st, October 6th, November 10th and December 1st. Motion unanimously passed.

G. Consider and Act on Resolution to Accept New Towns into the Capitol Region Council of Governments Metropolitan Planning Organization

Mr. Morra explained that several towns are requesting to join Capitol Region Council of Governments (CRCOG). CRCOG's goal is to transition all CRCOG members into the CRCOG Metropolitan Planning Organization (MPO). Current CRCOG Towns are required to pass a resolution to accept the new towns.

A motion was made by Ms. Marrion, seconded by Ms. Pierog to adopt the resolution to accept new towns into (CRCOG) Metropolitan Planning Organization (MPO) as presented (see attachment 7.G.).

Motion unanimously passed.

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

None.

8. Ongoing Business

A. Subcommittee Reports

The group reviewed the minutes of the Human Resources Subcommittee meeting which recommends part time wages for FY 16.

A motion was made by Mr. Lessard, seconded by Ms. Marrion to adopt the wages for the next fiscal year.

The Human Resources Subcommittee is also recommending to the Board of Selectmen a "Board/Commission Interest Form" for anyone interested in serving on a board or commission.

A motion was made by Mr. Neil, seconded by Ms. Pierog to adopt the Interest Form with minor modifications. Motion unanimously passed.

B. Bolton Lakes Sewer Project

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

C. Properties and Facilities

Nothing to report.

D. Revenue Sources

Ms. Stille shared with the board that the town has an opportunity to apply for a grant for the conversion to the new Uniform Chart of Accounts (UCOA). Ms. Stille explained that the grant application is due by December 31st. A resolution of endorsement is required to apply. The funds would be general revenue to the town, however it would offset the additional costs associated incurred with implementing the uniform chart of accounts. The grant is for up to \$30,000.

A motion was made by Mr. Neil, seconded by Mr. Lessard to authorize Joyce M. Stille to adopt the Resolution of Endorsement and Authorization as presented (see attachment 8.D.). Motion unanimously passed.

Ms. Stille reported that the STEAP Grant Application has been submitted. Ms. Stille requested the contact information for USTA Representative from Ms. Marrion.

9. First Selectman's Report

Mr. Morra requested that during snow storms, when possible residents stay off the roads for town staff to safely clear the roads.

Ms. Pierog reminded residents of the festivities taking place on December 6th. Activities include breakfast at the Fire House, Winter Faire at Bolton Center School and end the day with the Light Parade on Saturday evening. Community Voice Channel will be opening the studios on Monday, December 8th for a tour and visit with Santa.

Meeting with Various Boards

Mr. Morra reported that he sent a letter to the chairs of the boards and commissions for interest in attending a meeting between the BOS, Inland Wetlands Commission, Planning and Zoning and Economic Development Commission.

10. Administrative Officer's Report

A. Expressway Properties

Ms. Stille explained that DOT is continuing to work on the Andover properties.

B. Eastern Highlands Health District

The board received a copy of an article that was sent to ICMA, highlighting Bolton as one of the founders of the Health District.

11. Appointments

A motion was made by Mr. Neil, seconded by Mr. Lessard to reappointment Dawn Rousseau and Nancy Silverstein as Record Checkers for 2013 and 2014. Motion unanimously passed.

A motion was made by Ms. Pierog, seconded by Mr. Lessard to appoint Lance Dimock as Tree Warden. Motion unanimously passed.

A motion was made by Mr. Lessard, seconded by Ms. Pierog to reappoint Ross Lally and Holly MacDonald as members to the Inland Wetlands Commission with a term ending July 1, 2017. Motion unanimously passed.

The Planimetrics contract for the Town's update of the Plan of Conservation and Development was discussed.

12. Adjournment

A motion was made by Mr. Neil, seconded by Mr. Lessard, to adjourn the meeting at 8:04 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.

**TOWN OF BOLTON
Resolution For
OPM Regional Performance Incentive Program**

Whereas Section 4-124s as amended by Section 251 and 253 of Public Act 13-247 passed by the Connecticut General Assembly provides statewide incentive grants to regional planning organizations for projects that involve shared services; and

Whereas the Capitol Region Council of Governments is acting as a convener and facilitator of service sharing projects around the CRCOG region; and

Whereas on November 12, 2014 the Policy Board of CRCOG passed a resolution authorizing development and submittal of an application package to the State Office of Policy and Management for funding under the Regional Performance Incentive Grant Program, on behalf of the Council's member municipalities, and municipalities of other regions, which are participating in Council initiatives; and

Whereas, the Chief Elected Officials and municipal staff of the Capitol Region have developed a list of service sharing project proposals that will be included in this application package, to the benefit of individual municipalities and the region as a whole; and

Whereas the Town of Bolton has expressed an interest in taking part in the project proposals entitled

1. Regional Computer Forensics Laboratory
2. Economic Development Grant for the Towns of Bolton, Coventry, Mansfield and Tolland
3. Regional Service Management (CRM) System

Now, Therefore Be It Resolved that the Town of Bolton Board of Selectmen does hereby endorse the above referenced Regional Performance Incentive Program project proposal and authorizes Joyce M. Stille, Administrative Officer and Robert R. Morra, First Selectman to sign all necessary agreements and take all necessary actions to allow for the Town's participation in this program.

TOWN OF BOLTON

RESOLUTION TO ACCEPT NEW TOWNS INTO THE CAPITOL REGION COUNCIL OF GOVERNMENTS (CRCOG) METROPOLITAN PLANNING ORGANIZATION (MPO)

WHEREAS, the towns of Berlin, Columbia, Coventry, Mansfield, New Britain, Plainville, Southington, Stafford and Willington, have voted to join the Capitol Region Council of Governments (CRCOG) Metropolitan Planning Organization (MPO); and

WHEREAS, the MPO for the Capitol Region will govern the allocation of federal transportation funding within the Region; and

WHEREAS, the Federal 23 CFR 450.310, Metropolitan Planning Organization (MPO) Designation and Redesignation Process requires that units of general purpose local government vote in favor of MPO Redesignation in order for such redesignation to take effect; and

NOW THEREFORE, BE IT RESOLVED, that the Town of Bolton Board of Selectmen hereby votes to accept the towns of Berlin, Columbia, Coventry, Mansfield, New Britain, Plainville, Southington, Stafford and Willington, in part or in whole, into the CRCOG MPO.

Dated at Bolton, CT this 2nd day of December 2014.

Town of Bolton
Uniform Chart of Accounts (UCOA)
Resolution of Endorsement and Authorization

The Board of Selectmen adopted the following resolution to participate in the UCOA Conversion Grant Program (single entity administered by the Office of Policy and Management in accordance with Sections 87 and 328 of Public Act 13-247. In addition, the Legislative Body has authorized

Joyce M. Stille, Administrative Officer

to act on this endorsement by submitting a proposal and performing necessary administrative actions to enter into a binding agreement with the Office of Policy and Management according to the terms of the UCOA grant program.