

The Town of Bolton Board of Selectmen, hereinafter the "BOS" held its regular meeting on August 5, 2014 at the Town Hall with First Selectman Robert Morra presiding. Also in attendance were: Selectmen Robert Lessard, Sandra Pierog, Robert Neil and Gwen Marrion. Also present were residents Milton Hathaway, William Anderson, Kim Welch, Susan DePold, Jonathan Treat, Barry Stearns, Stephanie Labanowski, Joel Hoffman, John Roback; CL&P Representative Michael Manzi; and Administrative Officer Joyce Stille.

1. Call to Order

Mr. Morra called the meeting to order at 7:00 P.M.

2. Public Comment

William Anderson, 77 French Road, Economic Development Commission

Mr. Anderson shared his concerns regarding the existing Fire Protection Regulations. He shared examples from several publications regarding recommendations for water supply. As a business owner, he is looking for support from BOS to obtain reasons for regulations above and beyond federal and state codes. He stated that his opinion is not on behalf of the EDC; however the EDC has discussed looking at regulations that have adverse effects on commercial properties.

Milton Hathaway, 44 Quarry Road

Mr. Hathaway commented that he is in agreement with the previous comments stated by William Anderson.

Mr. Hathaway briefly described the process he has taken to appeal a three year retroactive tax bill for cell towers located at 130 Vernon Road. The certificates of correction for grand list years 2009, 2010 and 2011 were issued by the Assessor. The account was mistakenly omitted from the grand list during the 2008 revaluation. Mr. Hathaway also went to the Board of Assessment Appeals and was denied his appeal. He has met with the Administrative Officer and Assessor. Following this, Mr. Hathaway contacted the First Selectman and now the full Board of Selectmen. He requested the BOS either consult with the town attorney on this matter and review case law or acting as an adhoc ethics committee to discuss the matter. If neither of the previous options are acted on, he will take the issue to the State of Connecticut Department of Consumer Protection Real Estate Appraisal Commission. Mr. Morra explained that the BOS will discuss the issue further and will respond to his most recent request. Mr. Hathaway additionally stated that the town should have an ethics committee in place.

By consensus, the BOS moved Appointments up on the agenda, immediately following Approval of Minutes.

3. Approval of Minutes

A. July 1, 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. July 1, 2014 Meeting.

A motion was made by Mr. Lessard, seconded by Ms. Pierog to approve the aforementioned minutes with the following corrections:

Item 4. Last sentence: "Thank you to Joe Carvalho at Bolton High School for the banner."

Item 8.C. Last sentence: "...town will have the cemeteries surveyed..."

Item 9. Fire Protection Regulations: "...related water sources affecting commercial and..."
Motion unanimously passed.

C. July 31, 2014 Retreat.

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

First paragraph: "The Board of Selectmen held a retreat on July 31, 2014..."

Motion unanimously passed.

Appointments

A motion was made by Ms. Pierog, seconded by Mr. Neil to appoint John Roback as a member of the Bolton Fire Commission with a term ending 2016. Motion unanimously passed.

A motion was made by Mr. Neil, seconded by Ms. Pierog to appoint Stephanie Labanowski as a member of the Open Space Acquisition and Preservation Committee with a term ending 2016. Motion unanimously passed.

A motion was made by Mr. Neil, seconded by Ms. Pierog to appoint Joel Hoffman as a member of the Open Space Acquisition and Preservation Committee with a term ending 2017. Motion unanimously passed.

A motion was made by Mr. Lessard, seconded by Ms. Pierog to appoint Jonathan Treat as an alternate of the Bolton Heritage Farm Commission with a term ending 2017. Motion unanimously passed.

4. Town Hall Anniversary Recognition

Mr. Morra shared a picture of the Cub Scouts from the 1950's during a Native American Program at Town Hall, and a picture of the 1962 Memorial Day Parade in front of Town Hall that the Boy Scouts were marching in.

5. Correspondence

A. Letter of resignation from the Open Space Acquisition and Preservation Committee received July 22, 2014 from Mr. Stephen Arnold.

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

B. Letter received July 25, 2014 from Attorney Lucia Chiochio regarding proposed West Street wireless telecommunications tower facility.

The town received a letter stating that the Proposed Wireless Telecommunications Tower Facility at 25 West Street is currently on hold. They do expect to file an application with the Siting Council in the future for this location, however at this time they are unsure when that will be.

6. Unfinished Business

None.

7. New Business

A. Discussion on Clean Energy Community Program

Michael Manzi, representative of CL&P was present to provide details on the non-binding agreement with CL&P. The town is agreeing to reduce municipal building energy consumption. If the town chooses to sign the agreement, the town will earn “credits” towards grants. Currently the town would qualify for a \$5,000 grant.

A motion was made by Ms. Marrion, seconded by Mr. Neil to adopt the Clean Energy Municipal Pledge. Motion unanimously passed.

Additionally, Mr. Morra recommended the Facilities and Public Safety Subcommittee meet to establish a structure on how the Clean Energy Task Force will work. Mr. Manzi will work with the selectmen to create an informational mailing that will go out informing residents of the new program, and they will include information for interested residents to participate on the Clean Energy Task Force.

B. Charter Oak Greenway Shared Use Path and Path Extension

Mr. Morra reported that the next meeting needs to be rescheduled (a new date has not been set).

Ms. Marrion shared a correspondence from the UConn Head Cross Country and Track Coach sharing her appreciation for the work on the Charter Oak Greenway Shared Use Path and Path Extension.

C. Lower Bolton Lake Status Report

Ms. Stille shared the most recent report from George Knocklein. The report shows an increase in clarity compared to last year at the same time; the phosphorus levels show a strong comparison to reports from 2013. The full report will be posted on the Town of Bolton website.

Ms. Stille reported that the Friends of Bolton Lake are planning to hold a four town meeting (Bolton, Vernon, Tolland and Coventry) on October 14th.

Representative Stephen Cassano sent information to the selectmen’s office regarding an Aquatic Invasive Species Grant. Additionally Mr. Morra informed the board he would like to bring attention to the Notch Pond to the State of Connecticut to address the weed issue, especially since it is near the trail.

D. FY14 Budget Report

Mr. Morra reviewed the draft list of the Town Government Unexpended Funds totaling \$213,836.25.

E. FY15 Budget Report

The Finance Department is working on preparing a monthly budget report under the new financial software.

The Finance Subcommittee has reviewed current thresholds requiring the First Selectman or Administrative Officer signature and is requesting the BOS consider increasing the amounts.

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

Increasing the current threshold for a Purchase Order from \$100 to \$200; and increasing the amount of a Purchase Order requiring the Administrative Officer or First Selectman signature from \$500 to \$750.

Motion unanimously passed.

F. Charter Study Committee Report.

Mr. Lessard shared with the board a report of the Charter Study Committee. The report specifies recommended revisions that could be handled outside of the Charter. These revisions include:

- Errata Sheet – Finance and Taxation, Chapter 8, cites references to the old Charter numbering system; an errata sheet should be created for this chapter and any other similar areas;
- Chapter 8, section 9 – Administrative Officer should clarify questions on this section for Board of Education;
- Senior Commission – clarification of duties; Administrative Officer with Director of Senior and Social Services should clarify duties of commission;
- Ad Hoc Committees and subcommittees of boards and commissions (not including Boards of Selectmen and Education) – modify current ordinance or create an ordinance to establish parameters and authority;
- Create Ethics Ordinance – ordinance would establish parameters and procedures

The Charter Study Committee has unanimously concluded that a Charter revision is not warranted at this time. The Finance and Administration Subcommittee will meet to review the recommendations.

A motion was made by Mr. Neil, seconded by Ms. Marrion to accept the report submitted by the Charter Study Committee. Motion unanimously passed.

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

None.

8. Ongoing Business

A. Subcommittee Reports

The board reviewed the minutes of the July 8th Facilities and Public Safety Subcommittee and the July 15th Finance and Administration Subcommittee.

B. Bolton Lakes Sewer Project

Mr. Morra informed the board that Phase V (Vernon) construction is currently taking place.

C. Properties and Facilities

Ms. Stille reported that Heritage Farm Weekend Activities are being planned (September 26-28). Events will include a "History of the Railroads" Program, Land Trust Event and an open house at Town Hall and Heritage Farm Barn.

There will be a Farmers Market, Craft Fair and Antique Tractor Display on August 24th 10-1 on the green in front of the library.

Ms. Stille reported that the Highway Department was prepared to do some corrective drainage work at the Center School. After digging trial holes, it was discovered that there is existing stone, fabric and piping, and is currently working. The drainage work will not be required.

Ms. Stille was notified by the Department of Transportation that some of the four way stop signs will change to "break away" signs. Locations of the signs will not change.

Ms. Stille reported that through a combined effort of the Fire Department and BOS there will be a 9/11 Service.

D. Revenue Sources

Mr. Morra shared with the board that the Bolton Volunteer Fire Department received a grant for approximately \$124,000 to replace all breathing apparatuses. Congressman Courtney visited the Fire Department to officially present the Fire Department with the grant.

9. First Selectman's Report

A. Fire Protection Regulations

Mr. Morra reviewed the recommendations made by the Facilities & Public Safety Subcommittee to submit to the Planning and Zoning Commission for consideration. Additionally, Ms. Pierog suggested requiring an easement.

A motion was made by Ms. Pierog, seconded by Mr. Neil to recommend to the Planning and Zoning Commission remove the cistern requirements from commercial development with the understanding that where water supply is needed it will be built by the Board of Selectmen and Fire Department with the continued commitment by the board to fund it; required size of all cisterns be reduced for commercial and residential to 15,000 gallons; the distance serviced by cisterns would be increased; the Board of Selectmen urges the Planning and Zoning Commission to act in the near future on this matter; and should the Planning and Zoning Commission feel compelled to continue a requirement on property owners, that they require property owners to grant an easement for locating a cistern as part of any commercial or residential development. Motion unanimously passed.

Mr. Morra will present a letter to the Planning and Zoning Commission at their August 13th meeting with the recommendations.

Burt Flynn (videographer) explained that due to a technical issue, approximately the first 15 minutes of the meeting was not recorded.

B. Run 2 Read 5K Race.

Mr. Morra informed the board that on Saturday, October 18th the annual Run 2 Read Road Race will take place.

C. Three Board Meeting

The Three Board Meeting (BOS, BOE and BOF) will take place in September. Additionally, prior to that meeting a separate meeting with the Board of Education will be held to discuss bonding projects.

ADDITIONAL ITEM:

Ms. Pierog expressed concern on the flow of information regarding various issues. Mr. Morra stated that nothing was intentional but that the board should discuss it further.

10. Administrative Officer's Report

A. Textile Recycling

Ms. Stille reported that the Textile Recycling will begin soon. She will request assistance from the Conservation Commission to help get the word out to residents regarding the new program. A possible location will be the grass lot near the Senior Center for a drop off site. Types of textiles to be recycled include: shoes, clothes, drapes, linens, belts, rags, etc.

B. Expressway Properties

Ms. Stille and Ms. Marrion attended a meeting regarding the expressway properties. There are approximately twenty Bolton properties involved. DOT may give properties to town to be used for open space. If the town would like to use it for something else, the town could purchase it for the fair market value. There has been no follow up information since the meeting.

11. Appointments

The item was discussed immediately following the Approval of Minutes.

12. Adjournment

A motion was made by Mr. Neil, seconded by Ms. Pierog, to adjourn the meeting at 9:02 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.