

The Town of Bolton Board of Selectmen, hereinafter the “BOS” held its regular meeting on March 13 , 2012 at the Town Hall with First Selectman Robert Morra presiding. Also in attendance were: Selectmen Robert Neil, Robert Lessard, Leslie Shea and Ray Walker; Administrative Officer Joyce Stille; residents Gwen Marrion, Richard Treat, Scott Rich, Peter Phelan, Bob Munroe and Arlene Fiano.

**1. Call to Order**

Mr. Morra called the meeting to order at 7:03 P.M.

**2. Public Comment:**

Gwen Marrion, Chair of Open Space, gave a brief update on the ordinance regarding the tax exemption for farmers adopted last year. Ms. Marrion shared that there have been 9 exemptions granted for 8 farmers. This will provide an approximate tax savings of \$13,664 total to the 8 farmers.

**3. Approval of Minutes:**

**A. February 7, 2012 Meeting**

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

**B. February 21, 2012 Special Meeting**

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

**4. Correspondence:**

**Letter of resignation from the Conservation Commission dated March 6, 2012 from Mr. Raymond Hardy**

A motion was made by Ms. Shea, seconded by Mr. Walker to accept the resignation of Mr. Raymond Hardy from the Conservation Commission. Motion unanimously passed.

Ms. Stille shared with the board a letter received from DOT informing the town that there will be a Pavement Preservation completed on parts of Route 6 in Manchester, Bolton, Andover & Coventry. It is expected to begin in June 2012.

By consensus, the BOS moved item 10. Appointments, up on the agenda.

**10. Appointments**

A motion was made by Mr. Walker, seconded by Mr. Neil to appoint Scott Rich as a member of the Economic Development Commission with a term ending 2015. Motion unanimously passed.

**5. Unfinished Business:**

**Possible Trail Expansion at Bolton Heritage Farm**

Mr. Morra shared that town staff did walk the proposed area. There will be a basic path established. Staff will have to walk the area again to determine what work may need to be done. Signs will be posted for abutting properties stating “Private Property”.

**6. New Business:**

**A. Discussion on FY12 Budget**

The board received a copy of the summary by department for month ending February. The board also received the BOE portion of the budget provided by Bob Munroe. Ms. Stille shared with the board that due to the October storm costly projects that would typically take place such as Road Resurfacing were not able to happen due to labor intense brush removal. Therefore the cost savings has allowed the town to purchase necessary items that would not typically have occurred.

**B. Discussion on FY13 Budget**

Ms. Stille shared with the board the latest information on Governor Malloy's Education Reform Tour. The board has received a copy of the Board of Finance (BOF) Budget Review Calendar for the Fiscal Year 2012-2013 Proposed Budget. The BOF will be reviewing the town budget at their March 22<sup>nd</sup> meeting. Ms. Stille also provided the board with a copy of the cover letter submitted to the BOF with the town budget. There is a 1.1% growth in the grand list; however the increase is offset by losses such as tuition and the Teachers Job Act Grant.

**C. Discussion on Audit Report**

The board received a copy of the town audit. Ms. Stille reviewed what items the town was cited for and how they will be resolved for the audit next year. These issues include composing a procedures manual for the operations of the Finance Department and streamlining the grant process.

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

A motion was made by Ms. Shea, seconded by Mr. Neil to approve the following transfer in the Seniors Budget:

Transfer \$200 from Professional and Business to Maintenance and Repairs. Motion unanimously passed.

A motion was made by Ms. Shea, seconded by Mr. Neil to approve the following transfer in the Zoning Board of Appeals:

Transfer \$55.00 from Office Operation Expenses to Professional and Business to cover yearly dues for the CT Federation of Planning & Zoning Agencies. Motion unanimously passed.

A motion was made by Mr. Neil, seconded by Mr. Lessard to approve the following transfer in the Town Buildings Operation Budget:

Transfer a total of \$31,000 (\$7,000 Other Contracts, \$4,000 Postage, \$4,000 Heating Fuel, \$15,000 Electricity and \$1,000 Telephone) to Equipment for the replacement of the 2001 F250 Truck. Motion unanimously passed.

**7. Ongoing Business**

**A. Subcommittee Reports**

The board is continuing to meet with the Board of Education (BOE) for the possibility of

shared services. Ms. Stille is working with the Town of Willington to finalize an agreement on shared services of the Building Official. Town staff and the Fire Chief considered putting a hydrant at Bolton Lake, however this will not work. The Fire Chief is in contact with the Town of Vernon for other possibilities.

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

Mr. Morra reported that the project is continuing. Phase IV is waiting on final approval to go out to bid. Phase V is currently being drafted.

### **C. Properties and Facilities**

Ms. Stille reported that there are drainage concerns at the Town Garage and Bolton Center School. Staff is currently working with the Town Engineer to solve the issue. Ms. Stille received a request from the East Coast Greenway Alliance to put signs on town roads marking the trail. Ms. Stille is waiting for more details on locations and description of what the signs will look like.

Ms. Stille discussed that town staff, BOE, BOS and the Booster Club will be meeting to develop an overall master plan of the recreational facilities in Bolton.

Arlene Fiano, Bolton Heritage Farm (BHF), submitted to the BOS a Vision, Mission Statement and Motto for the BHF for their review. The BHF Commission is also requesting that they hold a Bolton Heritage Farm Weekend during the last weekend of September. This would take place in conjunction with the Bolton Historical Society. The BHF Commission is requesting funds to help cover the costs of the weekend. Ms. Fiano shared with the board the new mascot of the BHF. She is a life size fiberglass cow named Rosie. The Commission hopes to have her for the Memorial Day Parade. The Commission is also requesting a sign be installed in front of the farm with the name and address.

### **D. Revenue Sources**

None.

## **8. First Selectmen's Report:**

Mr. Morra reported that town staff is still completing tree removal from the October storm.

Mr. Walker reported that due to downed trees and brush, access to the brush fire that took place behind Bolton Veterinary Hospital was delayed. Mr. Walker urges residents with rear wooded lots with service roads; make sure they are cleared in case of an emergency.

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

### **A. FEMA**

Ms. Stille shared with the board that staff has been working on completing paperwork to submit to FEMA. Ms. Stille reported that the town was notified that there are Federal Highway Funds through the State DOT that are available for certain roads in town (approximately 14%). This is reimbursable at 100% rather than 75% from FEMA.

### **B. Personnel**

A motion was made by Ms. Shea, seconded by Mr. Walker to adopt the Proclamation honoring Municipal Clerks Week April 29-May 5, 2012. Motion unanimously passed.

Ms. Stille shared that Eric Luntta and Loren Otter are being honored for their years of service on the Planning and Zoning Commission.

**10. Appointments**

A motion was made by Ms. Shea, seconded by Mr. Neil to appoint Harry D. Boyko as the Building Official for the property located at 5 Laurel Lane, which is partially located in Vernon and Bolton. Motion unanimously passed.

**11. Adjournment**

A motion was made by Mr. Neil, seconded by Mrs. Shea to adjourn the meeting at 8:22 P.M. Motion passed unanimously.

Respectfully submitted,

Heidi Bolduk  
Board Clerk

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