

The Town of Bolton Board of Selectmen, hereinafter the “BOS” held its regular meeting on February 3, 2010 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.

1. Call to Order:

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

2. Public Comment:

None.

3. Approval of Minutes:

January 12, 2010 Regular Meeting

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

January 19, 2010 Budget Workshop

A motion was made by Ms. Shea, seconded by Mr. Walker to approve the aforementioned minutes. Motion unanimously passed.

4. Correspondence

Ms. Stille shared with the board a letter from Ms. Lindsay Cordero, requesting approval to hold the Bolton Road Race on May 15, 2010.

A motion was made by Ms. Shea, seconded by Mr. Walker to approve the Bolton Road Race to be held on Saturday, May 15, 2010. Motion unanimously passed.

Ms. Stille shared with the board a letter received from Governor Rell discussing that the 375th anniversary of the state will be celebrated. The Governor asked for a representative from the Town of Bolton to become involved, and recommended the local historian. Mr. Hans DePold has volunteered and will keep the board updated regarding events.

5. Unfinished Business.

A. Discussion on Tankerhoosen Watershed Management Plan

Mr. Morra and Ms. Stille shared with the board revisions have been made to the proposed Tankerhoosen Watershed Management Plan (see attachment 5.A.).

A motion was made by Ms. Shea, seconded by Mr. Neil to adopt the Tankerhoosen Watershed Management Plan as presented. Motion unanimously passed.

B. Possible Trail Expansion at Bolton Heritage Farm

Mr. Morra reported that due to weather conditions they have not had the opportunity to visit the area for the possible trail.

6. New Business:

A. Consider and Act upon STEAP Grant Application.

Ms. Stille shared that the grant application has not been received as of yet. However, there is typically a limited time frame to submit the application. Therefore, Ms. Stille is requesting authorization to submit the application for the sewer project once received.

A motion was made by Mr. Walker, seconded by Ms. Shea to authorize Administrative Officer, Joyce Stille to apply for the STEAP Grant funds for the Bolton Lakes Sewer Project once the application has been received. Motion unanimously passed.

B. Consider and Act upon Emergency Management Performance Grant Application.

Ms. Stille shared with the board that the application for this grant has been submitted. However the initial resolution had a date of 2009. In the event that the grant requires a new resolution with no date, Ms. Stille requested to the board to adopt a revised resolution.

A motion was made by Ms. Shea, seconded by Mr. Neil to adopt the resolution as presented:

RESOLVED:

That the Administrative Officer, Joyce M. Stille, be and hereby is authorized to act on behalf of the Board of Selectmen in executing a Memorandum of Understanding with the State of Connecticut, Department of Emergency Management and Homeland Security, for participation in the Emergency Management Performance Grant program.

Motion unanimously passed.

C. Acceptance of High Ridge Subdivision Roads.

Mr. Morra recommended authorizing Administrative Officer, Joyce Stille to act on behalf of the BOS to accept the road based upon actions taken by Planning & Zoning (P&Z) at its February 10th meeting.

A motion was made by Mr. Walker, seconded by Mr. Neil to authorize Administrative Officer, Joyce Stille to act on behalf of the BOS to accept the road based upon actions taken by P&Z at its February 10th meeting. Motion unanimously passed.

D. Discussion on Use of Buildings

Mr. Morra reviewed with the board minutes from the Facilities and Public Safety Subcommittee. The subcommittee is recommending to the board preliminary guidelines for use of town facilities.

- Fire Department – event by outside group must be co-sponsored by Fire Department and approved by Fire Chief and Fire Department Association President, any fee to be determined by staffing and associated costs
- Senior Center – event by outside group must be co-sponsored by seniors and approval by Director of Senior and Social Services and Bolton Seniors, Inc. President, any fees to be determined by staffing and associated costs
- Town Hall – use limited to Town Boards, Commissions, and associated groups, no other rental, any exceptions must be approved by Board of Selectmen and/or Administrative Officer
- Herrick Park – Recreation programs have priority, other Town groups have next priority, groups or individuals can rent facility by contract process, partial waiver of fees may be approved by Administrative Officer and/or Board of Selectmen on a case by case basis for non-profits
- Notch Road Municipal Center – Town Boards and Commissions have primary use, space also available for group uses, fees depend on staffing and associated costs
- Indian Notch Park – available for rental before and after summer season, (depending on utilities)
- Bolton Heritage Farm – grounds only on a case by case basis

- Library and Resident State Troopers – not available for outside use
- Certificate of insurance may be required for use of Town facilities by outside groups
- All groups required to leave facility as they found, abuse of agreement will lead to termination of any right to use facility
- Town and related agencies that regularly use a facility's space have first priority
- Type of use or event may limit which facility is approved
- Any Board of Selectmen approved function is exempt from any of the rules or regulations and can be held in any Town facility

A motion was made by Mr. Neil, seconded by Mr. Walker to accept the preliminary guidelines from the Facilities and Public Safety Subcommittee. Motion unanimously passed.

E. Discussion on Trash Disposal and Recycling.

Mr. Morra reviewed with the board minutes from the Finance and Administration Subcommittee. The subcommittee is recommending to the board guidelines for trash disposal and recycling:

- Multi-family which defined as more than 2 units, must contract for their own service; this includes multi-family houses, apartments, and mobile home parks; any units currently receiving service through the Town shall have until July 1, 2010 to arrange for their own service
- Nursery or private schools and commercial/businesses must contract for their own services;
- Churches will all be treated in an equal manner
- Every household (single or 2 family) shall receive one refuse container and one recycling container
- A second refuse container can be requested for a pre-paid non-refundable fee paid to the Town of Bolton; fees are based upon a second container for the year except for initial since service starts in March 2010-this period shall be from March to June 30, 2010; fees are

March 2010 – June 30, 2010 \$50

(if request for 2nd container is later than March, cost is pro-rated, April \$40, May \$30 and June \$20)

July 1, 2010 – June 30, 2011 \$180

(if request for 2nd container is after January 1, 2011, cost is pro-rated to \$90)

- Maximum allowable containers is two refuse and one recycling
- Smaller sized containers can be requested to meet special needs
- Company monitors disposal by camera, any repeated abuse will result in termination of service
- Large items, as of March, will be picked up on a monthly schedule; cost for this service will be increased from \$10 to \$15 as of July 1st

Additional key points to share with the public include:

- Residents never have to purchase another garbage can, Contractor owns containers, any problems will be addressed directly by them
- Town benefits environmentally and fiscally from having only 1 truck in Town during the week instead of current 2 vehicles

- Single stream recycling has been shown to increase recycling and reduce refuse, this saves the Town and ultimately the taxpayers the cost of refuse disposal at CRRA
- Single stream recycling has many other benefits including less handling and or sorting- just throw in container, increased recycling is good for the environment
- Containers will diminish scattered garbage, animal intrusion, and be cleaner overall

A motion was made by Ms. Shea, seconded by Mr. Lessard to accept the guidelines recommended by the Finance and Administration Subcommittee. Motion unanimously passed.

Ms. Stille shared with the board the current draft Ordinance to Create and Become a Member of the Central Connecticut Solid Waste Authority. Ms. Stille requested any comments or suggestions from the board before the February 12th deadline.

F. Status Report on American Recovery and Reinvestment Act Grants.

Ms. Stille shared with the board that the state has approved what the Town of Bolton has submitted for the Energy Efficiency Grant, however the funding from the Federal Government has not been approved for the State of Connecticut.

G. Discussion on FY10 and FY11 Budgets.

The board reviewed the 2009 grand list totals.

Ms. Stille shared with the board budget proposals from the Governor. Detailed information for Bolton should be received from the Governor soon.

The board received a copy of the current summary by department.

Ms. Stille shared with the board that the BOE may have a \$212,398 shortfall. In regards to the town budget, Ms. Stille and Mr. Morra discussed the importance of prioritizing upcoming purchases and possibly implement controls over what can be purchased. A revised reduced budget from the Fire Department has also been distributed to the board.

H. Consider and Act upon Budget Transfers

A motion was made by Mr. Walker seconded by Mr. Neil to approve a transfer in the Fire Commission Budget in the amount of \$4,500 from the Category Professional & Business Training to Medical Expenses & Training for 24 physicals with the caveat that a detailed list of the level of physicals administered be submitted to the BOS. Motion unanimously passed.

7. Ongoing Business:

A. Subcommittee Reports

The board reviewed minutes from the Capital Acquisition, Planning and Allocation (CAPA) Committee. Items currently proposed for the FY11 Capital Plan are Road Resurfacing, Debt Service, Plow Truck, BCS Smartboards, BCS Cafeteria Equipment, Building Office Vehicle and Improvements to the Notch Road Municipal Center (boiler). Once the CAPA Committee has developed a five year plan, the Capital Plan will be presented to the BOS for approval.

B. Bolton Lakes Sewer Project

Mr. Morra shared with the board updates on the sewer project. Once easements have been put together, a Public Hearing can take place on Phase 2. Construction will begin in March weather permitting. Mr. Morra reported that discussions are beginning for federal funding for the final two phases of the project.

Ms. Stille received a letter reporting that the state was expected to repave Route 44. However she contacted the Department of Transportation and explained that the road was part of the sewer project, and they will hold off repaving.

C. Properties and Facilities

Discussed in 6.D.

D. Revenue Sources

Discussed in 6.H.

8. First Selectman's Report

Mr. Morra reviewed the importance of monitoring upcoming expenditures.

9. Administrative Officer's Report:

A. Probate Court Consolidation.

Ms. Stille shared with the board a sample resolution establishing the name, and location of a regional probate court district serving the towns of Manchester, Bolton, Andover, and Columbia.

B. CL&P Pole Attachment Agreement.

Ms. Stille shared with the board information regarding a municipal pole agreement with CL&P. The information has been forwarded to Town Attorney Richard Barger for review.

C. Permitting Project

Ms. Stille updated the board with information about the on-line permitting project. They are currently working on electronic signatures and considering an online payment process. CRCOG is encouraging all participants to use the same vendor, PayPal. The board discussed there are no issues with moving forward on the electronic signature or using PayPal. Mr. Morra requested the board be kept up to date on the fees associated with it.

10 Appointments.

A motion was made by Ms. Shea, seconded by Mr. Walker to appoint James Rupert as the 504 Coordinator for the Town of Bolton. Motion unanimously passed.

A motion was made by Ms. Shea, seconded by Mr. Walker to appoint Dale Bonn as the 911 Coordinator for the Town of Bolton. Motion unanimously passed.

11. Adjournment

A motion was made by Mr. Neil, seconded by Ms. Shea to adjourn the meeting at 8:27 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.