

## ADVISORY COMMITTEE MEETING

January 9, 2024  
6:30  
Virtual, via Zoom

Members present: Craig Lauer, Bob Guerriero, Don Cole, Greg Myers and Bill Nickles

Members absent: Omid Gharony

Call to order: The meeting was called to order at 6:30 PM. The entire meeting can be viewed by going to:

[Bolton Access TV – Advisory Committee Meeting](#)

### Agenda Item #1: Moderator

- The Moderator budget has not been used for several budget years.
- Suggested that we remove it completely from the budget.
- Motion to remove Moderator budget line item by Craig Lauer, seconded by Bill Nickles: **VOTED AND PASSED UNANIMOUS (5-0).**

### Agenda Item #2: Animal Control

- Presenting the budget is Phyllis Tower
- Level funded from previous year.
- Motion to approve Animal Control budget by Craig Lauer, seconded by Don Cole: **VOTED AND PASSED UNANIMOUS (5-0).**

### Agenda Item #3: Town Accountant

- The stipend line item is for continuing certification.
- The town employees have different steps in their salary based on years of experience and other factors.
- In the last year of audit contract so it is level funded this year but expect an increase for next year.
- Motion to approve Town Accountant budget by Craig Lauer, seconded by Don Cole: **VOTED AND PASSED UNANIMOUS (5-0).**

### Agenda Item #4: Tree Warden

- The budget is level funded from previous year.
- On track for spending this year as more work will be done in the Spring.
- When a police detail needs to be hired, the request first goes to Bolton Police Department but if they cannot fulfill any town or municipality can fill the detail.
- Motion to approve Tree Warden budget by Craig Lauer, seconded by Don Cole: **VOTED AND PASSED UNANIMOUS (5-0).**

Agenda Item #5: DPW – Town Buildings

- Town Buildings budget includes maintenance of various fields in town.
- Heating oil price is by contract that goes out for bid, but the cost has been rising over the years.
- Repair and maintenance include some school building maintenance.
- In the repair and maintenance line item is \$62,000 for a cleaning contract due to the retirement of an employee. Bob Guerriero asked if this should be broken out as its own line item.
- Motion to approve DPW – Town Buildings budget by Craig Lauer, seconded by Bill Nickles: **VOTED AND PASSED (4-1). DON COLE VOTED “NO”.**

Agenda Item #6: DPW – Traffic Lights

- Proposed to drop the Electric line item to \$1,400.
- Motion to approve DPW - Traffic Lights budget by Craig Lauer, seconded by Don Cole: **VOTED AND PASSED UNANIMOUS (5-0).**

Agenda Item #7: DPW – Highway

- Heating line item has increased significantly because DPW no longer burns waste oil.
- Costs for all projects have increased over the years.
- Salary represents a step increase.
- The union negotiation is done and is reflected in these numbers.
- Motion to approve DPW – Highway budget by Craig Lauer, seconded by Bill Nickles: **VOTED AND PASSED UNANIMOUS (5-0).**

Agenda Item #8: DPW – Construction and Maintenance

- Local improvements are line painting, drainage work etc. and is based on historical usage.
- Motion to approve DPW – Construction and Maintenance by Craig Lauer, seconded by Don Cole: **VOTED AND PASSED UNANIMOUS (5-0).**

Agenda Item #9: DPW – Snow and Sand

- Level funded from previous year.
- Bob Guerriero suggested we increase total from \$180,000 to \$200,000.
- Motion to approve DPW – Snow and Sand by Craig Lauer, seconded by Don Cole: **VOTED AND PASSED UNANIMOUS (5-0).**

Agenda Item #10: DPW – Street Lighting

- Level funded from previous year.
- Motion to approve DPW – Street Lighting by Craig Lauer, seconded by Don Cole: **VOTED AND PASSED UNANIMOUS (5-0).**

Agenda Item #11: DPW – Transfer Station

- Recycling processing costs have increased over the last several years.
- Moving recycling processing from \$44,000 to \$40,000.
- Taking out the equipment cost as it is a capital request.

- Not voting on this item – waiting for clarity on wages.

Agenda Item #12: DPW – Sewer

- Slight increase in Purchase and Services.
- Motion to approve DPW – Sewer by Craig Lauer, seconded by Don Cole: **VOTED AND PASSED UNANIMOUS (5-0).**

Agenda Item #13: DPW – Water

- Level funded from previous year.
- Motion to approve DPW – Water by Craig Lauer, seconded by Don Cole: **VOTED AND PASSED UNANIMOUS (5-0).**

Agenda Item #14: DPW – Cemetery

- The increase is for a water supply solution for two cemeteries.
- Motion to approve DPW – Cemetery by Craig Lauer, seconded by Don Cole: **VOTED AND PASSED UNANIMOUS (5-0).**

Agenda Item #15: DPW – Memorial Day Celebration

- Level funded from previous years.
- Motion to approve DPW – Memorial Day Celebration by Craig Lauer, seconded by Don Cole: **VOTED AND PASSED UNANIMOUS (5-0).**

Agenda Item #16: DPW – Capital requests

- The following Capital requests were discussed:
  - Video monitoring at the transfer station
  - Houghton building painting
  - Roundabout construction
  - Replacement of drain
  - Florence Sawyer water upgrade
  - Emerson School paving
- No vote was taken on these items at this time.

Agenda Item #17: DPW – Transfer request

- DPW is requesting \$65,000 for Town building repairs and work.
- Bob Guerriero suggested we cover expenses already incurred from the maintenance line item.
- No vote on this request at this time.

Agenda Item #18: Committee Business

- Meeting minutes from October 10, 2023, November 14, 2023 and December 12, 2023 were submitted for approval.
- Motion to approve the above Meeting minutes by Craig Lauer, seconded by Don Cole: **VOTED AND PASSED UNANIMOUS (5-0).**
- Transfer request for an unemployment claim for \$14,445 submitted for approval.

- Motion to approve Unemployment claim transfer request by Craig Lauer, seconded by Don Cole: **VOTED AND PASSED UNANIMOUS (5-0)**.

Meeting adjourned at 8:27 PM.

Approved by the Advisory Committee