

ADVISORY COMMITTEE MEETING

Tuesday, March 8, 2022

6:30 PM

Virtual, via Zoom

Members present: Brian Boyle, Omid Gharony, Bob Guerriero, Ann Hurd, Craig Lauer, and Bill Nickles

Members absent: None

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

[Advisory, March 8, 2022 - YouTube](#)

Agenda Item #1: Capital Plan Review

- Town Administrator Don Lowe reviewed the capital requests that will be presented at Annual Town Meeting.
 - Town Building Emergency Lights. This capital request will provide emergency interior lighting for all town public buildings. \$64,055.20 will come from unexpended articles, and \$5044.80 will come from free cash.
 - South Cemetery Storage Shed. This capital request will replace the utility shed at South Cemetery. \$11,186.14 will come from unexpended articles, and \$4,813.86 will come from free cash.
 - Large Format Plotter. This request will provide a large format plotter in Town Hall. Don Lowe recommended that the plotter be acquired through a three-year lease, with an option to purchase the plotter for \$1 at the end of the lease. The monthly lease cost, including maintenance plan, will be \$414 per month and will be included in the DPW operating budget.

Agenda Item #2: Town Administrator budget (123)

- Don Lowe presented the Town Administrator budget.
- Salary and Wages reflect a COLA increase.
- A compensation reserve of \$20,000 is also included.
- **MOTION:** Craig Lauer moved to approve the Town Administrator budget as presented for \$244,536; seconded by Omid Gharony. **VOTING IN FAVOR:** Brian Boyle, Omid Gharony, Bob Guerriero, Ann Hurd, Craig Lauer, and Bill Nickles. **VOTED AND PASSED. UNANIMOUS (6-0).**

Agenda Item #3: Planning Board budget (175)

- The Planning Board budget was reviewed, after deferring a vote on the Planning Board budget at the 2/22/2022 meeting.

- A \$30,000 line item under consideration to help the Planning Board implement the Town Master Plan was moved to a warrant article, and not included in the Planning Board Operating budget.
- Planning Board operating budget reflects a COLA increase for wages; all other line items are level funded from FY22.
- **MOTION:** Craig Lauer moved to approve the Planning Board budget as presented for \$78,778; seconded by Omid Gharony. **VOTING IN FAVOR:** Brian Boyle, Omid Gharony, Bob Guerriero, Ann Hurd, Craig Lauer, and Bill Nickles. **VOTED AND PASSED. UNANIMOUS (6-0).**

Agenda Item #4: Debt Service (710, 752)

- The Committee reviewed the Debt Service for FY23.
- **MOTION:** Craig Lauer moved to approve the Debt Service budget as presented for \$1,262,688; seconded by Bill Nickles. **VOTING IN FAVOR:** Brian Boyle, Omid Gharony, Bob Guerriero, Ann Hurd, Craig Lauer, and Bill Nickles. **VOTED AND PASSED. UNANIMOUS (6-0).**

Agenda Item #5: Warrant Articles

- The Committee reviewed FY23 ATM Warrant Articles and voted as follows:
- Article 1 – Accept Annual Reports
 - Motion to approve by Craig Lauer; seconded by Ann Hurd.
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 2 – Unpaid Bills for Fiscal Year 2021
 - Motion to approve by Craig Lauer; seconded by Ann Hurd.
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 4 – Spending Limits of Revolving Fund Accounts
 - Motion to approve by Craig Lauer; seconded by Bob Guerriero.
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 5 – Town Building Emergency Lighting
 - Motion to approve by Craig Lauer; seconded by Bill Nickles.
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 6 – Master Planning Technical Assistance
 - Motion to approve by Omid Gharony; seconded by Craig Lauer.
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 7 – Increase Demand Fees
 - Motion to approve by Craig Lauer; seconded by Bill Nickles.
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 8 – Closeout of Unexpended Funds From Previous Town Meeting Articles
 - Motion to approve by Craig Lauer; seconded by Omid Gharony.
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 9 – Addition of Juneteenth as Accepted Holiday for Town Employees
 - Motion to approve by Craig Lauer; seconded by Omid Gharony.
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 10 – Amend Longevity
 - Motion to approve by Craig Lauer; seconded by Bill Nickles.

- **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 11 – Amendment to the Code of the Town of Bolton, Chapter 110
 - Motion to approve by Craig Lauer; seconded by Bob Guerriero.
 - **VOTED AND PASSED UNANIMOUS (6-0)**
- Article 3 was deferred, pending the finalization of the town budget. Article 12 was deferred, pending additional information on the plan for the solar project. Article 13 was deferred, pending some changes to the description of the funding details. Article 14 will be removed from the Town Warrant.

Agenda Item #6: Committee business

- Minutes from the 2/1/22 Advisory Committee meeting were reviewed.
- **MOTION:** Omid Gharony moved to accept the 2/1/22 meeting minutes as presented; seconded by Craig Lauer. **VOTING IN FAVOR:** Brian Boyle, Omid Gharony, Bob Guerriero, Ann Hurd, Craig Lauer, and Bill Nickles. **VOTED AND PASSED. UNANIMOUS (6-0).**

Adjourn: Meeting was adjourned at 7:38 PM

Approved by the Advisory Committee