

BOLTON TEMPORARY BUILDING MEETING COMMISSION
6:00PM, TUESDAY AUGUST 25, 2026
BOLTON TOWN HALL, 222 BOLTON CENTER ROAD
In-Person and Via Zoom
MINUTES

TPBC Members Present In-Person: Christopher Fiano, Jessica Webb-Kuzmickas, Andrew Broneil (6:15pm arrival), Timothy Sadler (6:15pm arrival)

TPBC Members Absent: Elaine Allgretti

Staff Present: Jim Rupert, Town Administrator; John Butrymovich, Buildings and Grounds; David Caruso, Superintendent, Bolton Schools; Kusal Huynh, Director of Finance, Bolton Schools

Staff Present Via Zoom: Rebekah Lyon, Recording Secretary

Others Present Via Zoom: Jim Loersch

1. **Call to Order:** J. Rupert called the meeting to order at 6:09 p.m. The Commission began discussion of Item 5, Review of Draft RFQP Document, including discussion of the parapet and stucco.
2. **Charge of the Temporary Public Building Commission:** The Commission briefly reviewed its charge.
3. **Elect Chair and Vice Chair:** C. Fiano nominated T. Sadler for Chair. A. Broneil seconded. T. Sadler nominated C. Fiano for Vice-Chair. A. Broneil seconded. Both votes were unanimous, 4:0:0.
4. **Public Comment:** No public comment.
5. **Review Draft RFQP Document:**

The RFQP (Request for Qualifications & Proposals) is for the selection of a design professional, including both architectural and engineering elements. The Commission briefly discussed the selection process, which will include determining the four most qualified design professionals. A proposal will then be selected from among those submissions. After the design professional team develops the design and cost estimate, the work will go out to bid for a contractor.

The Commission reviewed the scope of the RFQP and identified drainage review and testing for hazardous materials as items to be addressed. Commission members will review the RFQP and provide feedback to staff prior to the next meeting.

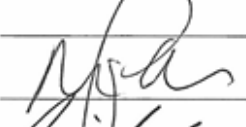
The anticipated completion of the work is summer 2027. The Commission discussed target dates and noted that moving the process forward quickly is desirable.

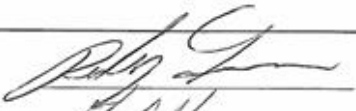
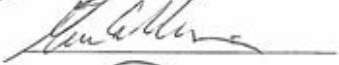
6. **Select date for next meeting and set meeting schedule:** The next meeting was set for Monday, August 31, at 6:30 p.m. The meeting location will be included on the agenda.
7. **Comments from Town and BOE staff:** Staff expressed their support for working with the Commission on the project.
8. **Adjournment:** A. Broneil moved to adjourn. J. Webb-Kuzmickas seconded. The meeting adjourned at 6:53 p.m.

Respectfully submitted by Rebekah Lyon

Rebekah Lyon

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

APPROVED A/P		
Date: 8/25/2026		SIGNATURE
Grand Total: \$72,972.77 (FY27)		
BY	Rodney Fournier	
	Gwen Marrion	
	Timothy Sadler	
	Mather Clarke	
	David Cowles	
	Robert DePietro	
	Bryce Aaronson	

APPROVED A/P		
Date: 8/25/2026 Grand Total: \$1,913.47 (FY26)		
		SIGNATURE
BY	Rodney Fournier	
	Gwen Marrion	
	Timothy Sadler	
	Mather Clarke	
	David Cowles	
	Robert DePietro	
	Bryce Aaronson	

Town of Bolton

Voucher Detail Listing

Fiscal Year: 2026-2027

Vendor Remit Name
Description

PATRICE L CARSON

Check Group:

TOWN PLANNER SERVICES 8/3-8/16/26

Voucher Batch Number: 1062

08/27/2026

Amount

Account

Invoice
Invoice Date

PO No.

QTY

Vendor #

1 270036

PERIOD
8/3-8/16/26
8/16/2026

1005.041.4151.000000.53300.00000
Professional/ Tech Serv - Build. & Land Use

\$4,087.50

Check #: 0

PO/Invoice Total:

\$4,087.50

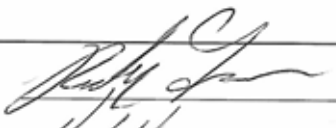
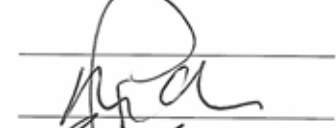
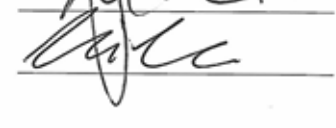
Vendor Total:

\$4,087.50

Grand Total:

\$4,087.50

End of Report

APPROVED A/P		
Date: 8/25/2026		
		SIGNATURE
Grand Total: \$4,087.50 (FY27 Supplemental)		
BY	Rodney Fournier	
	Gwen Marrion	
	Timothy Sadler	
	Mather Clarke	
	David Cowles	
	Robert DePietro	
	Bryce Aaronson	

Town of Bolton

Sign In Sheet

Meeting: Temporary Public Building
Commission

Date: 8/25/2026

Print Name	Print Address
1. JESSICA WEBB	93 Volpi Rd
2. John Butrymovich	
3. CHRIS FIANO	14 STONE HEDGE LANE
4. Kaseal Huynh	
5. David Caruso	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17.	
18.	
19.	
20.	
21.	
22.	
23.	
24.	
25.	