

REGULAR MEETING
BOLTON TOWN BOARD

August 4, 2015

Regular Meeting:

Supervisor: Ronald Conover
Councilman: Robert MacEwan (absent)
Councilmember: Cheryl Bolton
Councilmember: Susan Wilson
Town Clerk: Jodi Connally
Counsel: Michael Muller

Meeting Call to Order: 6:45 pm.

Pledge: Cheryl Bolton

Minutes: Approve Minutes of Regular Town Board Meeting held July 7, 2015

Supervisor Conover welcomed former Supervisor Simmes to the meeting.

RESOLUTION #165

Councilmember Bolton moved, seconded by Councilmember Wilson to approve the minutes of the Regular Town Board Meeting held July 7, 2015. All in Favor. Motion Carried.

Public Hearing: Outdoor amplification permit for Iva and Audies Country Diner, for background music on the porch through November 30, 2015 from 7:00 AM to 4:00 PM.

- Resolution regarding sound amplification permit application request for Iva and Audies Country Diner.

Councilmember Wilson stated they have had background music. Councilmember Bolton stated she believes it is the just an extension of days from previous years.

RESOLUTION #166

Councilmember Wilson moved, seconded by Councilmember Bolton to approve the sound amplification permit for Iva and Audies Country Diner, for background music on the porch through November 30, 2015 from 7:00 AM to 4:00 PM. All in Favor. Motion Carried.

Public in Attendance:

- Supervisor Conover stated Dave Decker, Administrator for LGWC could not make the meeting but sent correspondence detailing his recommendation for the consulting contract for the Wastewater Treatment Plant. He stated this was a State grant to take a

look at the plant to see where improvements could be made. He stated that Tom French II concurs completely with Mr. Decker's recommendation of Cedarwood Engineering. Councilmember Wilson stated that Cedarwood Engineering was currently overseeing the Town's Water Plant. Supervisor Conover stated that was correct.

- Resolution selecting a consultant for the Bolton Sewer Grant Study.

RESOLUTION #167

Councilmember Bolton moved, seconded by Councilmember Wilson to approve the selection of Cedarwood Engineering as a consultant for the Bolton Sewer Grant Study. All in Favor. Motion Carried.

- Sally Bixby Defty spoke on her petition to the Town for a dog park. She said it would be a wonderful way to get the permanent and summer residents to get together.

Supervisor Conover stated that he agreed and they would need to take this to next level. Councilmember Bolton stated she has heard a lot of people talking about a dog park recently too. She stated that the Town has incorporated 6 new doggy waste containers on Main Street and at the Little League field and Community Center.

Correspondence:

- Steven Therrien regarding closing time and staff issues at Norowal Marina.
- Chief Jeremy Coon regarding placement of a fire hydrant at the Inn property.
- Phillips Lytle LLP by Thomas Puchner, PTF notification of adjacent community regarding application by Cingular Wireless PCS, LLC ("AT&T) regarding proposed facilities in Queensbury.
- Sally Bixby Defty petition regarding desire for a dog park and that they prefer the park to be in Town, near parking and a wooded area.
- Deanne Rehm kudos to parks crew and cleanup along Sagamore Road and also recommending that overnight parking be eliminated on Sagamore Road.

Councilmember Wilson asked if the Town could regulate the parking on a County road. Supervisor Conover stated the Town would be the ones to make that final determination. Councilmember Bolton agreed that this was an issue that needed to be looked at strongly.

- Owen Maranville letter of resignation from the Bolton Town Board.

Supervisor Conover stated that this was received with regret. He stated Mr. Maranville will certainly be missed.

- Jim Liebreum, Warren County Soil and Water District regarding reimbursable nature of grant.
- Norm and Roberta Crisp commending the Town for providing a boater safety course for young people and hoping it will become an annual part of the summer recreation program.
- Norm and Roberta Crisp letter of support for position taken by Bob Blais to undo new legislation regarding fireworks in Warren County.

- Gena Lindyberg regarding assistance with the Bolton Free Library Book Fair.
- Paul Dusek, County Administrator survey regarding electronic waste collection and disposal.
- Peter J. Connery, P.E., Environmental Engineer 2 Dam Safety Section regarding inspection of Edgecomb Pond Dam.
- Letter of resignation for retirement purposes from Mitchell Monroe.

Supervisor Conover stated Mr. Monroe was a long standing member of the Highway Department and his resignation is received with regret.

- Woodshire Estates claim for a broken water line.
- Rensselaer Outing Club for permission to park at Veterans Park.

Committee Reports:

Councilmember Susan Wilson

Planning/Zoning:

- Planning Office for the month of July collected fees in the amount of \$1,001.95 for various items including Certificates of Compliance, Septic Permits, Variances, Site Plan Reviews, Stormwater Permits, and After the Fact fees.

Code Enforcement:

- Submitted a 12 page report for the month of July that details 35 site visits and activities accomplished during the month of July.

Library:

- Library Presentations:
- On August 12th the presentation will be on the Benefits of Red Wine.
- The Library Board with the help of many volunteers held their Annual Book Sale and the second Annual Gala – Dancing Under the Stars. These events are perfect examples of what I like to call “Bolton at its finest.” I can’t begin to name all of the volunteers who donated their time, food and auction items but I would like to express our appreciation to the Library Board of Directors, Megan Baker, the Blue Moon Band, Buddy Foy, Emma Calautti and Vicky Reed.
- You can find additional information about the Bolton Free Library at their website: boltonfreelibrary.org

Seniors:

- I have a printed copy of their July Newsletter available here this evening which includes a list of their trips and activities. A copy is also available on the Town website.

Councilmember Cheryl Bolton

Animal Control:

- 13 calls for the month of July ranging from dog, cat, duck and raccoon issues. Councilmember Bolton stated these were all handled very well.

Buildings and Grounds:

- Mowed and weed whacked all cemeteries, parks and little league field.
- Helped the Library with their book sale and fundraiser at Rogers Park.
- Picked up paper for Town Hall at the County.
- Installed 6 pet stations around town.
- Replaced dock posts at Rogers Park.
- Worked with Mike Fitzgerald running more power outlets to pier and trying to find problem with the lights on Main Street.
- Fixed top of a drain at Rogers Park by the ticket booth.
- Test holes at Veterans Park for Jeff Anthony.
- Cleaned the house and yard at the Cross St. property.
- Installed 4 changing stations at the bathrooms in the parks.
- Fixed phone at the Veterans Park ticket booth.
- Fixed broken swings at Veterans Park.
- Serviced mowers and greased the backhoe.

Sewer:

- The Plant took in 7,559,383 gallons of Wastewater for a daily average of 243,851
- Casella hauled 88,000 gallons of liquid sludge
- We cleaned all of the pump stations and removed 25.6 cubic feet of grease and grit
- Serviced riding mowers
- Aqualogics calibrated all flow charts and recorders
- We have been doing gas testing at the landfill
- Read all water meters and numbered all in the order we read them
- Had new VFD drive installed for re-circulation pump A
- On 7-19-2015 while checking pump stations Luke noticed the primary gravity line that feeds the Rogers pump station was plugged and was going through the overflow. Tom French was called in and after gas testing and venting the manhole behind the station we were able to remove a large piece of grease that was blocking the invert and normal flow to the station was returned.
- On 7-25-2015, while checking pump stations I noticed pump #1 at Norowal was not pumping. I flushed the check valve and pump line and then it pumped fine. We have had a continuing problem with rags at this station and we are working on a solution.

Clerk's Office:

- Notarized numerous documents.
- 3 Marriage Licenses.
- 16 Dog Licenses.
- Deposited Park Receipts Daily.
- Deposited Landfill Receipts Daily.
- Prepared and entered invoices for payment.
- Balanced the Monthly Abstracts.
- Startup of credit and debit card process.
- Rentals of Conservation Club.
- 8 Fishing licenses.
- Balanced 3 Bank Accounts.
- Issued Park Tickets to the Attendants.
- Issued 78 Park Permits.
- Order supplies for various departments.
- Sold \$4478.00 in Landfill tickets at counter.

Supervisors Report:

- Kudos to our Wastewater Treatment Plant as they were in compliance with the SPDES Permit for June and July. He stated this had a lot to do with the management of the plant and the sand filters. He said they are doing a spectacular job.
- Two lights were repaired on Sagamore Road.
- Two lights are to be replaced on Main Street.
- There is a large strand of lights on Main Street from approximately Frederick's to Lakeside that we are having issues with. The power feed for that entire bank of lights goes from Memorial Park underneath the highway. We are having issues finding an alternative power source, so that Main Street does not need to be dug up. We have attempted to work with DOT which did not come to fruition. Unfortunately there is not an easy fix to this issue.

Councilmember Bolton stated that she has received correspondence on this issue and she knows they are working diligently to find a remedy. Councilmember Wilson stated she drove down to look at it and did not think it was a huge impact on the lighting for the street.

- Receipts:\$251,689.86
- Disbursements:\$796,037.07
- Sales Tax: Sales tax receipts for Bolton through 2nd quarter were down .2 % or (\$3,141.16).
- Work well underway on New Vermont Road Improvements, hydro-seeding complete and storm water safeguards are in place. Great Job by the Highway Department on implementing all of these controls speedily.
- Work program presently being prepared for Cotton Point Road in conjunction with Warren County Soil and Water and NYS DEC.

- July Lab Test results at Sewage Treatment Plant for phosphates were within our SPDES permit, nice job by our Sewage Treatment Plant staff.
- State Comptroller issued a Local Government Revenue Warning regarding sales tax revenue.
- Pinnacle is now owned by the Town of Bolton. Supervisor Conover commented on the amount of hikers using these trails and the LGPC volunteers cleaning up this property.
- CFA applications have been submitted for Rogers Park and Bolton Sewer District.

Supervisor Conover discussed the plans.

- Thank you to Steve Burgess for the donation he made to the Community Center.

New Business

- Resolution authorizing Jaeger & Flynn to provide COBRA service benefits for the Town of Bolton and its employees.

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Councilmember Bolton stated this was a wise choice.

RESOLUTION #168

Councilmember Bolton moved, seconded by Councilmember Wilson to authorize Jaeger & Flynn to provide COBRA service benefits for the Town of Bolton and its employees. All in Favor. Motion Carried.

- Resolution authorizing Supervisor to advance funding to pay for storm water work to be completed by Warren County Soil and Water which will be reimbursed by NYS DEC Water Quality Improvement Grant.

Supervisor Conover stated this was a 100% grant.

RESOLUTION #169

Councilmember Bolton moved, seconded by Councilmember Wilson to advance funding to pay for storm water work to be completed by Warren County Soil and Water which will be reimbursed by NYS DEC Water Quality Improvement Grant. All in Favor. Motion Carried.

- Resolution authorizing Supervisor to sign contract for additional services work by JMZ for proposed changes in the design of Rogers Park Improvements.

Supervisor Conover stated this was an item that was brought up at a previous meeting by Mr. Gabriels suggesting the realignment of the curb.

RESOLUTION #170

Councilmember Wilson moved, seconded by Councilmember Bolton to authorize the Supervisor to sign a contract for additional services work by JMZ for proposed changes in the design of Rogers Park Improvements. All in Favor. Motion Carried.

- Resolution authorizing the creation of a Ross Property Parking Lot Improvement Account.

RESOLUTION #171

Councilmember Wilson moved, seconded by Councilmember Bolton to authorize the creation of a Ross Property Parking Lot Improvement Account. All in Favor. Motion Carried.

- Resolution authorizing Supervisor to sign contract with CT Male Associates for Engineering services related to structural assessment of Edgecomb Pond Dam at a lump sum amount of \$10,640.

RESOLUTION #172

Councilmember Bolton moved, seconded by Councilmember Wilson to authorize the Supervisor to sign a contract with CT Male Associates for Engineering services related to structural assessment of Edgecomb Pond Dam at a lump sum amount of \$10,640. All in Favor. Motion Carried.

- Resolution authorizing Judge Stewart and Judge Demarest and Court Clerk Annette Saris to attend Magistrates annual conference to be held in Niagara Falls, NY on September 28-30, 2015.

RESOLUTION #173

Councilmember Bolton moved, seconded by Councilmember Wilson to authorize Judge Stewart and Judge Demarest and Court Clerk Annette Saris to attend the annual Magistrates conference to be held in Niagara Falls, NY on September 28-30, 2015. All in Favor. Motion Carried.

- Resolution appointing Alex Maxam to the position as full time laborer.

Councilmember Bolton stated that he has filled a vacancy and making this retroactive to August 1, 2015 to enable him to receive full benefit eligibility.

RESOLUTION #174

Councilmember Bolton moved, seconded by Councilmember Wilson to appoint Alex Maxam to the permanent position as Laborer to the Building and Grounds Department effective August 1, 2015. All in Favor. Motion Carried.

- Resolution increasing cell phone stipends for the department heads.

Councilmember Bolton stated that she investigated other options for cost efficiency and she believes this is the best way to move forward. She stated that they are continuously being contacted on their personal phones.

RESOLUTION #175

Councilmember Bolton moved, seconded by Councilmember Wilson to authorize the increase of cell phone stipends to \$75 per month effective for heads of the following departments retroactive to August 1, 2015; Town Supervisor, Highway Department, Building & Grounds, Wastewater and Police. All in Favor. Motion Carried.

Councilmember Bolton stated that she will be drafting a job description with the help of the Highway Superintendent. She stated that it will be posted on the Town website and in the Post Star and Chronicle.

Councilmember Wilson wanted to express her appreciation to Owen Maranville for all of his service as a Councilmember for the Town of Bolton. She stated he was a great help and a very active member of this Board. Councilmember Bolton stated he was a valued guidance to her when she first started and he will be greatly missed.

Public in Attendance

RESOLUTION#176

Councilman Wilson moved, seconded by Councilmember Bolton to approve the following transfers: All in Favor. Motion Carried.

TRANSFERS FOR AUGUST 2015

To	From	Amount
<u>GENERAL:</u>		
1355.4 Assessor CE	1355.1 Assessor PS	\$300.00
1620.2 Build. & Grounds EQ	7110.2 Parks EQ	\$2,000.00
1650.4 Central Comm. CE	1670.4 Central Print CE	\$755.00
 <u>HIGHWAY:</u>		
5110.4 General Repairs CE	5112.2 Permanent Imp. EQ	\$146,000.00
5130.2 Machinery EQ	5130.1 Machinery PS	\$11,581.00
 <u>WATER:</u>		
8310.4 Administration CE	8310.1 Administration PS	\$20,000.00

8310.4 Administration CE	8310.2 Administration EQ	\$6,765.00
8330.2 Purification EQ	8330.4 Purification CE	\$824.00

RESOLUTION #177

Councilmember Bolton moved, seconded by Councilmember Wilson to approve payment of the following bills: All in Favor. Motion Carried.

Pay the Bills:

Mid Abstract 7A

	Voucher	Amount
General	896-899	\$155,116.10

Mid Abstract 7B

General	913 915-916 918-931	3053.95
Hwy	308	17.35
Sewer	205-207	1376.72
Water	170-171	1076.55
Lights	914-917	77.28

ABS 8

General	843-895 900-912 932-979	48,200.99
Highway	287-307 309-324	207,910.97
Sewer	188-204 208-215	10,112.97
Water	151-169 172-187	38,705.81
Tourism	25-36	5,219.00
Vets Park Capital Project	1	2312.10
Museum –Rogers Park Cap Project	5	25,711.18

Executive Session: Matter involving employment history of a particular Town employee.

RESOLUTION #178

Councilmember Bolton moved, seconded by Councilmember Wilson to enter into executive session to discuss matters involving employment history of a particular Town employee. All in Favor. Motion Carried.

No Action Taken.

Adjourn: 7:31

Minutes respectfully submitted by:

Jodi Connally
Town Clerk

Katie Persons
Minute Taker