

REGULAR MEETING
BOLTON TOWN BOARD

December 6, 2016

Regular Meeting:

Supervisor: Ronald Conover
Councilman: Robert MacEwan - absent
Councilman: Tim Coon
Councilmember: Cheryl Bolton
Councilmember: Susan Wilson
Deputy Town Clerk: Aimee Galentino
Counsel: Michael Muller

Meeting Call to Order: 6:30 PM.

Pledge: Sue Wilson. Please remain standing for a moment of silence for Marion MacEwan, mother of Councilman Rob MacEwan.

Minutes: Approve minutes of regular Town Board Meeting held November 1, 2016

RESOLUTION #247

Councilmember Coon moved, seconded by Councilmember MacEwan to approve the minutes of the regular Town Board Meeting held November 1, 2016. All in Favor. Motion Carried.

Motion to convene as the Town of Bolton Board of Health.

RESOLUTION #248

Councilmember Wilson moved, seconded by Councilmember Coon to convene as the Town of Bolton Local Board of Health. All in Favor. Motion Carried.

Public Hearing regarding septic system replacement application at 57 Oak Place, parcel ID# 185.15-1-32 to a closed system by Oak Place LLC. (a holding tank as set forth in Resolution 186 on September 1, 2009 requires Local Board of Health approval).

Supervisor Conover stated that they had a request from Atty. Mark Rehm to table the application.

Tom Hutchins of Hutchins Engineering presented the following:

- They are proposing to install a 2000 gallon holding tank.
- This is a one quarter acre lot that is rather steep.
- This is a seasonal 1 bedroom cabin.
- This system has a two-stage alarm system.

- They have located as close to the camp as they could and still access it with construction equipment.

Supervisor Conover spoke about the alarm system and inquired if the property was presently serviced by a septic system. Mr. Hutchins stated it was presently serviced by an antiquated system of unknown detail. Supervisor Conover asked if it would be removed. Mr. Hutchins stated yes, it would be decommissioned.

Councilmember Wilson asked about the request from the Town Engineer. Mr. Hutchins stated that he had put it on the plan and it had been addressed.

Atty. Mark Rehm stated the following:

- He represents the adjacent neighbor Dennis Murphy.
- There is history of a right of way which needs to be dealt with before he believes they can move forward.
- They are asking for an informational inquiry by the Board so they can make a reasoned decision.
- He detailed the road way and what was not detailed on the map.
- There is a title insurance claim filed by Mr. Murphy.
- He believes the distance from the right of way and location need to be looked at.

Supervisor Conover asked Town Atty. Muller if they could condition an approval for this application to work for both parties. Atty. Rehm stated this was part of a subdivision done in the 1920's. There was a map and deed referencing this right of way for every lot in there. He stated that a right of way does not just go away. He believes these factors need to be looked at by the Town.

Atty. Muller stated they sit here as a Town Board of Health and they don't issue the septic permit, they just allow the variances. He asked Atty. Rehm some questions about the right of way and they went over the map together. Atty. Muller stated that with the facts the Board has this evening, they can pass on those facts if they wish to and feel that the applicant has manifested all of the criteria to grant the variance. If it is established that there are further requirements for setbacks from an actual driveway or parking, then the applicant will have to come back before this Board for more relief. He stated that the Planning Office will take a very close look at the information Mr. Murphy presents to them and they will move forward in whatever direction is needed.

Councilmember Wilson said the relief requested tonight is for the type of system. Atty. Muller agreed stating it was an unconventional system.

Atty. Rehm stated he believes the Board is entitled to see all the facts, which would better serve the them with their decision.

- Resolution establishing Town of Bolton as Lead Agency.

RESOLUTION #249

Councilmember Bolton moved, seconded by Councilmember Coon to declare the Bolton Town Board acting as the Board of Health as Lead Agency under SEQRA for the proposed Septic Variance by Oak Place LLC located at 57 Oak Place, parcel ID# 185.15-1-32. All in Favor. Motion Carried.

- Resolution regarding SEQRA determination.

Councilmember Wilson asked the Board the following questions;

1. Do any of the Board Members have concerns with any of the items listed 1 through 20 in Part 1, on the SEQRA Form as submitted by the applicant? No
2. Will the proposed action impact any of the items listed 1 through 11 in Part 2 of the SEQRA Form? No
3. Do the Board Members agree that this project will result in no adverse impacts on the environment; and, therefore an environmental impact statement need not be prepared?
Yes

Based upon the materials submitted and accepted as part of the record, our findings are as follows:

- A. The Applicant's SEQRA submission, and our analysis of the issues presented, demonstrates that there are no significant environmental impacts or concerns.
- B. The applicant has provided clear and complete responses to issues recited in the SEQRA questionnaire and based upon all information reviewed by this lead agency in its SEQRA analysis, including a thorough "hard look" and consideration of the applicant's entire submission, and upon all board and public comments received, it is appropriate in the opinion of this lead agency to make a finding that the proposed action will result in no adverse environmental impacts and that any identified adverse environmental impacts will not be significant, or where identified, are sufficiently mitigated by virtue of the conditions imposed in granting approval.

RESOLUTION #250

Councilmember Wilson moved, seconded by Councilmember Bolton to make a negative declaration with regard to SEQRA for the septic variance application by Oak Place LLC. located at 57 Oak Place, parcel ID# 185.15-1-32. All in Favor. Motion Carried.

- Resolution regarding application by Oak Place LLC. for septic system improvements located at 57 Oak Place, parcel ID# 185.15-1-32.

RESOLUTION #251

Councilmember Wilson moved, seconded by Councilmember Bolton to approve the septic variances for Oak Place LLC. for septic system improvements located at 57 Oak Place, parcel ID# 185.15-1-32. Having declared the Town of Bolton Local Board of Health as lead agency, having held a public hearing and made a Negative Declaration for the SEQRA Application, I

make a motion to approve this variance application for the installation of a holding tank as approved by Town Engineer, Tom Nace with the following conditions:

1. A note will be added to the drawing verifying that the engineer has checked that the weight of the empty tank is sufficient to prevent flotation.
2. Approval is subject to review and clarification by the town of any easement or right of way that may exist in the location of the installation of the holding tank.

All in favor. Motion Carried.

Reconvene as Bolton Town Board

RESOLUTION #252

Councilmember MacEwan moved, seconded by Councilmember Coon to reconvene as the Bolton Town Board. All in Favor. Motion Carried.

Public in Attendance:

Willie Bea McDonald presented the following information regarding the 2017 Occupancy Tax Program Recommendations:

BOLTON OCCUPANCY TAX 2017

| | |
|---|----------|
| Invasive Species | \$30,000 |
| UpYonda Farm | \$10,000 |
| Chamber of Commerce | \$20,000 |
| Flowers | \$6,000 |
| Movies and Concerts and other park events | \$16,600 |
| Visitors Center | \$60,000 |
| July 4th Fireworks | \$13,000 |
| Sembrich Museum Summer Program | \$11,000 |
| Bolton Shuttle for Americade | \$2,000 |
| Girl Friends Weekend | \$10,000 |
| Hike A Thon | \$3,500 |
| Labor Day Celebration | \$9,000 |

| | |
|--|------------------|
| Advertising, map, trolley, displays, pictures & exhibits | \$27,250 |
| Sagamore Ice Bar | \$10,000 |
| Heritage Corridor Project ~ Lakes to Locks | \$500 |
| Farmers' Market | \$6,000 |
| King George Fishing Tournament | \$2,000 |
| Lake George Triathlon Festival | \$1,000 |
| Bolton Museum Exhibits | \$7,500 |
| Exhibits for new Chamber building from 2016 | \$6,000 |
| Slush fund for Unexpected Requests | \$2,500 |
| Total Program Expense | \$253,850 |

Revenue

| | |
|--|------------------|
| Collections Occupancy Tax for 2017 from 2015 | \$247,850 |
| Unexpended Balance 2016 for Chamber Exhibits | \$6,000 |
| Total Program Revenue | \$253,850 |

Councilmember Wilson stated the committee did a great job working on this project.

Supervisor Conover expressed his thanks to Willie Bea for her continued efforts with all she does throughout the year for the town, and stated the Christmas Tree lighting was a very well attended event that was really terrific. Councilmember Bolton stated that the town looked beautiful.

Willie Bea questioned the National Grid poles that were not working and who should be contacted about the issue. Supervisor Conover replied that he would call her with the information.

Rick Wakeman, P.E., CT Male gave an overview regarding his report and the projected needs for the Edgecomb Pond Dam.

- In 2009 new regulations came out from DEC regarding privately and publicly owned dams and requirements to file very specific reports.
 - Inspection and Maintenance Plans
 - Emergency Action Plans

- Engineering Assessments
- He detailed these to the Board.
- The damn was hurt by the reclassification of the hazard. It was elevated to a high hazard.
- He went through these changes to the Board.
- He detailed the necessary and required actions the town will need to make moving forward stating they could be stretched over a 3-year period. He explained that this would need to be communicated to DEC.

Supervisor Conover stated that the drainage easements have already been secured. He explained to the Board that the Town is required to submit the assessment report to DEC. He stated the Board will need to create a budget for these new requirements. They discussed the spillway and the ability to keep the existing one and working to improve on it. Councilmember Bolton stated the ability to spread it over the 3 years makes it as palatable as possible. Supervisor Conover agreed and thanked Mr. Wakeman for being here and the excellent work he does.

Zandy Gabriels stated he had comments/questions for Mr. Wakeman:

- Ever since this regulation was passed, neither CT Male or DEC have indicated by comparison what 50% of the probable maximum flood actually is in terms of a more reasonable measure or standard that people can understand.
- The dam can now withstand a 100-year storm.
- We don't have any idea what this 50% probable maximum flood means in terms of a storm every 100, 500, 1,000 or 10,000 years.

Supervisor Conover asked Mr. Wakeman if he was able to translate this into a storm event what was commonly heard of as a 100 or 200 year storm. Mr. Wakeman replied that it was not related to a frequency of that storm. Mr. Gabriels said that you would not find a storm like this once every 10,000 years is that correct. Mr. Wakeman stated once again, it was not related to a storm. Mr. Gabriels stated that this was an outlandishly high standard of public safety. It is an unfunded mandate that this Town is being asked to fund. Grants and low income loans don't cut it. This unfunded mandate should be paid for 100% by those who want to rigorously uphold that standard. In no other infrastructure throughout the United States are we compelled to provide that degree storm event and protect for it.

Mr. Gabriels discussed the existing spillway and its capability of handling a 100 or 150 year storm event. Mr. Wakeman stated with the stop logs removed it is now capable, he stated DEC does not approve of stop logs. Supervisor Conover asked if Mr. Gabriels was objecting to the replacement of the splash boards with a more permanent elevation on the dam. Mr. Gabriels replied yes, he did not see it as worthwhile at all. The stop logs have worked since they were put in 40 years ago and do not need to be replaced. It is nice to know that there have been at least 2 greater than 100 to 150 year storms within the last 10 to 15 years without broaching the dam.

Chris Navitsky, Lake George Waterkeeper addressed the adoption of an amendment to the MOU that the Town adopted in June 2015 that addresses the application of road salt. This came as a result of the annual Road Salt Summit workshop held back in October. This will improve and implement "best practices" to help winter maintenance and move toward the production of road salt through the application of best practices. They want to provide practices for the municipal

highway departments and also at the county level. He detailed the addendum to the Board. Mr. Navitsky also invited the Highway Department and Board members to a class on the Brine making process in Lake George.

Supervisor Conover stated the Salt Summit was very helpful in getting information out on reducing the amount of salt being put in the environment, by adopting better measurement and application techniques along with better materials, which are showing some very significant results. He stated there was a lot of variation between the different roads and towns. He said that the amount of salt that the towns carry from year to year depends on the previous year's winter. He believes they are doing the right thing tracking each vehicle and measuring the amount of salt being used.

Councilmember Coon stated he thought the second Salt Summit was more informative than the first one and he agreed that the public needed to be educated on this new process. He stated he was pleased that the program was moving forward. Councilmember Bolton stated she believes the preventative measure and educational component of this along with sharing it across multiple towns is very beneficial. She believes the more education and information that gets out there will be very helpful.

Zandy Gabriels

- Inquired about what an Article 75 was.

Supervisor Conover stated there was a very specific procedure they must follow under Civil Service law, for any action that may be brought against a Civil Service employee.

- Spoke on DEC and damn safety stating the 50 % probable maximum flood analysis dictated by DEC and Mr. Wakeman is not probable. It is amazing that DEC is the only one requiring safety of this magnitude for a storm event that they will not classify. DOT is not mandating the protection of the culverts for a storm event that DEC will not classify. The culverts will not survive this type of storm. This is an unfunded mandate far beyond reasonable measures for our particular society and should not be so easily amended to. This should be 100% funded by the Governor.

Councilmember Bolton stated that what she took away from Mr. Gabriels comments was that public safety of the 30 homes that will be demolished should we have this storm is not his concern. She wants to thank the Board for being active in this issue because she does remember a flash flood occurring and the organization was not quite ready that day. She would like to be prepared going into the next flood and make sure that public safety is what they are looking at. Supervisor Conover stated it was not a flooding standard, it was a loss of life standard that they are looking at.

Councilmember Wilson read the following resolution of appreciation from the Bolton Free Library Board of Directors for Patti Haux.

Resolution of Appreciation

WHEREAS, Patti Haux has served as a member of the Board of Directors of the Bolton Free Library for

over twenty years; and,

WHEREAS, Patti Haux has served as Co-President and Vice President of the Bolton Free Library Executive Board; and,

WHEREAS, Patti Haux has served as Chair of the Annual Book Sale and Member of several other committees of the Bolton Free Library; and,

WHEREAS, Patti Haux has always been ready to assist with the day to day needs of the Bolton Free Library; and,

WHEREAS, after twenty years of service to the Bolton Free Library, Patti Haux has decided to retire from the Board of Directors.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Bolton Free Library does hereby officially recognize the many contributions of Patti Haux to the library and, on behalf of the Bolton Town Board and the residents of the Town of Bolton, extends its appreciation for her conscientious performance and years of dedicated service; and,

BE IT FURTHER RESOLVED that the Library Board and the Town of Bolton does hereby express to Patti Haux best wishes for her future personal and professional endeavors.

Ms. Haux thanked everyone and stated she would still be volunteering.

Code Enforcement: None

Executive Session: To discuss employment matters dealing with a particular Town of Bolton employee.

RESOLUTION #253

Councilmember Bolton moved, seconded by Councilmember Coon to enter in to executive session to discuss employment history dealing with a particular Town of Bolton employee. All in Favor. Motion Carried.

RESOLUTION #254

Councilmember MacEwan moved, seconded by Councilmember Coon to come out of executive session. All in Favor. Motion Carried.

Correspondence:

- Diane Burke requesting a few items for Farmers Market Cross Street venue.
- Robert Ricci with boating concerns in regards to Camp Walden.
- Kathleen Tonn regarding increased impact on Trout Lake from Camp Walden.
- Dianne Sansone with concerns about Camp Walden impacts.
- Andrew Martin regarding a November 14, meeting on the Hudson-Hoosic Flood Risk Review.

- Capital Region Sustainability Conference invitation for November 16th.
- Mayor Robert Blaise in regards to the Salt Reduction Initiative.
- Lora Hegsted Best requesting all expansion halt at Camp Walden.
- Susan Biscott with requests regarding Camp Walden.
- Department of State invitation to compete for \$20 million award.
- Adirondack Environmental services regarding Norowal Marina.
- Steve Johnson regarding commending the Highway Department on cutting along Wall St. and what a great job it was.
- Sara Hoffman requesting a donation for the LGLC Hike-A-Thon.
- Michelle Gaissert, Time Warner Cable regarding franchise fee payment.
- A.P.A. regarding a Notice of Public Hearings.
- Kevin Egan, Charter Communications regarding upcoming changes.
- Warren County Council of Chambers invitation.
- Kimberly Terpening regarding Unserviceable Flag Ceremony on Veteran's Day.
- Elizabeth Holmes, Agriculture and Markets report of "Satisfactory" dog shelter services.
- American Legion Post #961 Veterans Day events.
- Association of Towns annual meeting registration forms.
- Mortimer Keane rescinding his resignation.
- Adirondack Park Local Government Review Board contract renewal and funding.
- Liz Rovers, CT Male regarding Baseball Field inspection and SWPPP.
- Liz Rovers, CT Male notice of termination in connection to the NYSDEC SPDES permit regarding the Baseball Field.
- Jill Careri regarding safety concerns on Trout Lake.
- Petition received requesting that Craft Fair be allowed in Rogers Park.
- Gerald K. Geist, Executive Director Association of Towns notifying that the Association will no longer be marketing the Municipal Energy Program with Prostar Energy Services (existing contracts unaffected).
- Fireworks Permit for Sagamore Resort on December 3, 2016 at 8:45pm.
- Dave Wick LGPC transmittal of aquatic survey of Trout Lake by Darrin Fresh Water Institute.
- Willie Bea McDonald regarding pedestrian street lights that are not working on 9N.
- Letter in support from Dr. Hans Hieslmair & Prof. Waltraud Hieslmair for a holding tank request from Gary Haight.

Committee Reports:

Councilmember Robert MacEwan

Justice Court:

- During the month of November 2016, Judge Harry Demarest took in \$5,482.00 and Judge Edward Stewart took in \$6,035.00. Total monies forwarded to the Town of Bolton amounted to \$11,517.00. There are itemized lists located in the Court if anyone desires to look them over.

Transfer Station:

- Total for the month: \$16,361.00.

- Spring clean-up cards \$4,568.00.
- Refrigerators, tires, tv's and brush pile have all been removed.
- Spoke to Highway Department about the brush pile.
- Talked to Buildings & Grounds about addressing the C&D bins where the blacktop is pulling away and putting up a guard rail on these bins.

Supervisor Conover stated that the concrete blocks that the Parks Department put in along the toe of the slope at the Landfill was needed to stop the erosion of the hillside. He believes they can have the Highway Department widen the lane going in so that there is no need to go on to the hillside.

Councilmember Tim Coon

Assessor:

- The office is receiving calls regarding the Tax Freeze and Tax Relief checks that are being mailed. Christine and Deb answer the questions as best they can and refer them to NYSDTF.
- Teri Ross, Assessor Town of Queensbury and President of the NYS Assessors Association along with several Warren County Assessors visited the Warren County Board of Supervisors recently to request they act on legislation returning the Enhanced Star exemption process back to local assessor's to better serve the senior population, among other needed changes.
- The office is busy receiving the Enhanced STAR, and Non-profit renewals for the 2017 Assessment Roll, updating sales and new addresses.

Police:

- 32 patrol shifts, 295 reportable activities and 281 property checks.
- Conducted annual survey of streetlights. Identified 8 non-functioning lights. National Grid was notified.
- Provided 2 car escort for the B.C.S. Girls Soccer Team from school to I-87 en route to NYS games. The Fire Department and E.M.S. also participated.
- Hosted B.C.S. Kindergarten students during annual Community Day visit.
- Provided 2 car traffic safety detail during the 2nd annual B.C.S. Turkey Trot foot race.

Councilmember Susan Wilson

Planning/Zoning:

- Planning Office for the month of November collected fees in the amount of \$700 for various items including Certificates of Compliance, Septic Permits, Variances, and Stormwater Permits. The Code Enforcement Officer made 23 site visits.

Bolton Veterans' Memorial Wall:

- In October of 2014 the Bolton Town Board authorized the establishment of a permanent Bolton Veterans' Memorial Committee to advise the Town Board regarding the overall management of the Memorial Site. At that same time, J. Buckley Bryan, Jr. and the town entered into a grantor agreement to establish an account that would permit the acceptance

of donations to provide for future needs at the site. Mr. Bryan made an initial donation of \$25,000. Last December he made another \$25,000 donation and this past Sunday Mr. Bryan made an additional \$25,000 donation to be presented to the Town Board tonight. There are currently 957 names on the wall and the committee is looking to purchase another block of granite to provide room for additional names in the future. The expansion of the wall will be possible because of the generosity of Buck Bryan. He is committed to insuring that those who have served their country and have a strong attachment to the Town of Bolton are remembered and honored for their service and we cannot thank him enough. The website for the Memorial provides a history, an interactive map and the ability to search the names on the wall. The address is www.boltonvm.com and there is a link to the site on the Town website.

- The committee continues to work on the Operations Manual for the site and expects to complete this task, which began over a year ago, in early 2017.

Supervisor Conover thanked the Bolton Veterans' Memorial Committee for all of their terrific work they have done throughout the year, stating that he receives many compliments on this site and it is a great asset to the town.

Library:

- At last December's Town Board meeting I reported that the Bolton Free Library had been selected by the Library Journal, a print and Internet publication founded in 1876 by Melvin Dewey, as one of the Journal's "Star Libraries". "Star Libraries" are chosen using a measurement tool that compares U.S. public libraries with their spending peers based on four per capita output measures: circulation, library visits, program attendance and public Internet computer use. This year, once again, the Bolton Free Library has been recognized as one of the Library Journal's thirty-five top rated libraries in the State of New York. What we have always known is now being confirmed by the professionals. Congratulations to the Board of Directors and Megan Baker.

Councilmember Cheryl Bolton

Sewer Department:

- The plant took in 2,632,826 gallons of wastewater for a daily average of 87,760.
- Cleaned all pump stations got 4.27 cubic feet of grit and grease.
- Changed oil in the upper bearings of the Trickling Filter and found a lot of water in the bearing housing which was causing rotation problems. The oil was replaced and the fill and drain ports were sealed. Adjustment to the flow was made to assist in rotation of the distribution arms to provide even distribution of water over the filter.
- Inspected multiple sewer main taps.
- Avanti Control made repairs to the backup float system at the main pump station.
- Took mowing deck off garden tractor and put snow blower attachment, tire weights and chains on.

Water Department:

- Total flow to distribution for the month of September is 5,435,666 gallons
- Monthly total coli-form tests, Tthm, and Haa5 tests were taken according to the sampling schedule.
- Conducted all general maintenance and grounds work around plant
- Continued cross training at the WWTP
- On 11/3/16 Jeff responded to an emergency call at 28 Sagamore Rd. found the curb stop was faulty and had to shut water off.
- Shut off water to several locations for winterization.

Councilmember Bolton thanked both Dylan Reid and Jeff Dickinson for covering the on-call shifts as they are down a person. She stated they have been doing an excellent job.

Town Clerk:

- Dog Licenses and renewal
- Sale of Fishing / Hunting Licenses
- Jodi & Becky attended an Excel training course
- Collected \$6930.00 in Engineering Fees
- Preparation of 4th quarter water billing with a new vendor, learning the new software.
- The Clerk's Office composed a letter addressing the issues with problem water reads which has resulted in the sale of new, more efficient radio-read meters
- Re-levy of outstanding water/sewer balances onto 2017 Town and County tax bills completed.
- Much correspondence in preparation of 2017 Town and County Taxes
- Clerk's Office is distributing "Smartbulbs" to every homeowner in the Town. Please stop in any time during regular business hours to receive your Smartbulb.
- Continue to update files according to the MU1.
- \$2085.00 sold in landfill tickets at the transfer station
- \$2248.00 sold in landfill tickets at the Clerk's window
- Balanced three monthly bank statements.
- Community Center inquiries and rentals
- Issued numerous purchase orders.
- Dig Safely requests
- Death Certificates, birth certificates
- Multiple copies and faxes.
- Notarized numerous documents.
- Prepared and entered invoices for payment.
- Balanced monthly abstracts.
- Ordered supplies for various departments.
- Updated our records of change of addresses for tax, water and sewer and notified Assessor's office of changes.

- Entered resolutions into the minute tracking system.
- Collected \$181,959.18 in water and sewer billings.

Supervisors Office:

Along with all, of our normal daily duties, such as paying abstracts, paying bills, biweekly payrolls, monthly insurances, state retirement and deferred compensation, we are continually cleaning out and updating the office files.

- Website.
- New Hires.
- Promotional letters.
- Insurance Reports.
- Preparation for NYS Retirement Audit.
- Personnel.
- Preparing for upcoming audit by the New York State Comptroller's Office.
- Incident Reports
- Correspondence.
- Notarized documents for many different individuals.
- Close out of a Grant.
- Updating Personnel files.
- DOL OES Report completed.
- NYS Retirement annual billing completed.
- Quarterly Reports.
- Attended New York State Association of Town Classes.

Highway: A few of the items they worked on were as follows:

- Brush pile at Trans-station clean up hauled away.
- Hauled item #4 and graded it on Padanarum Road.
- Ground-up and paved Cross Street.
- Pick up leaves on streets.
- Put culvert markers on new culverts.
- Took docks at Vets park out with loader.
- Tree and brush work on Wall Street.
- Ditch work on Wall Street.
- Blasting and moving rocks on Wall Street.
- Grade and rake dirt roads.
- Clean up of a beaver dam on New Vermont Road.
- Clean up from small ice and snow storm.

Supervisors Report:

- Deposits: \$1,190,901.92
- Disbursements: \$556,418.35
- Sales tax for Warren County year through October was up 1.8%.
- Sewer and Water billing for the third quarter were on budget.

- Congratulations to the B.C.S. Girls Soccer Team on their fantastic season this year and making it all the way to the state games.
- Big thank you to Willie Bea and the Bolton Business Council and volunteers for making the Town look so nice for the holiday season and a wonderful Christmas Tree Lighting event.
- Museum event coinciding with the tree lighting was a great event.
- New phone system has been installed in Town Hall.
- Congratulations to the Saris racing team on once again winning the National and World Championship Off Shore Power Boat Association Races at Englewood, Florida.

New Business

- Resolution regarding approval of the 2017 Town of Bolton Occupancy Tax Program.

Councilmember Wilson stated it was a well thought out submission that was thoroughly discussed and approved by the committee.

RESOLUTION #255

Councilmember Coon moved, seconded by Councilmember MacEwan to adopt the 2017 Occupancy Tax Expenditure Plan. All in Favor. Motion Carried.

- Resolution authorizing Supervisor to submit assessment report prepared by CT Male regarding Edgecomb Pond Dam to NYS DEC.

Supervisor Conover stated this was a requirement in order to have a permit for the operation of the dam and they should be responsible and move forward with this.

RESOLUTION #256

Councilmember Bolton moved, seconded by Councilmember Coon authorizing the authorizing Supervisor to submit assessment report prepared by CT Male regarding the Edgecomb Pond Dam to NYS DEC. All in Favor. Motion Carried.

- Resolution awarding bid for improvements at the Bolton ballfield to Shaker Flats Landscaping Inc. with a base bid of \$234,799 and authorizing the Supervisor to sign all necessary documents related thereto.

Supervisor Conover stated this has been a long time coming and he was very pleased. The Board agreed.

RESOLUTION #257

Councilmember MacEwan moved, seconded by Councilmember Coon to award bid for improvements at the Bolton ballfield to Shaker Flats Landscaping Inc. with a base bid of \$234,799 and authorizing the Supervisor to sign all necessary documents related thereto. All in Favor. Motion Carried.

- Resolution authorizing the Supervisor to enter into a user agreement with the Bolton Central School relating to the development and use of ball fields at the Bolton Recreation Park including payments from the Bolton Central School District relating thereto.

Supervisor Conover stated that this was a user agreement that they will enter into with the school where they will make payments to mitigate the cost of construction and this is a great example of inter municipal cooperation.

RESOLUTION #258

Councilmember Bolton moved, seconded by Councilmember Coon authorizing the Supervisor to enter into a user agreement with the Bolton Central School relating to the development and use of ball fields at the Bolton Recreation Park including payments from the Bolton Central School District relating thereto. All in Favor. Motion Carried.

- Resolution regarding the Farmers Market use of the Cross Street Parking Lot every Friday from 9am to 2pm, June 30 through September 1, 2017, and be it further resolved that the Farmers Market will provide a parking plan for off-site vendor parking and be it further resolved that the Farmers Market will provide a parking plan for off-site vendor parking and a certificate of insurance.

RESOLUTION #259

Councilmember Coon moved, seconded by Councilmember Bolton to authorize the Farmers Market use of the Cross Street Parking Lot every Friday from 9am to 2pm, June 30 through September 1, 2017 and be it further resolved that the Farmers Market will provide a parking plan for off-site vendor parking plan along with certificates of insurance. All in Favor. Motion Carried.

- Resolution retaining CT Male for construction bidding, management, storm water reporting and inspections services relating to the ball field project in an amount not to exceed \$27,475 plus reimbursables.

Supervisor Conover stated he did not expect to spend this much. He spoke to Jim Liebrum to see if he could do the SWIFT inspections during this time which would reduce the costs substantially.

RESOLUTION #260

Councilmember Wilson moved, seconded by Councilmember Coon to retain CT Male for construction bidding, management, storm water reporting and inspections services relating to the ball field project in an amount not to exceed \$27,475 plus reimbursables. All in Favor. Motion Carried.

- Resolution authorizing Supervisor to enter into a service contract with Mountain Medical for drug testing services for 2017.

RESOLUTION #261

Councilmember MacEwan moved, seconded by Councilmember Bolton to authorize the Supervisor to enter into a service contract with Mountain Medical for drug testing services for 2017. All in Favor. Motion Carried.

- Resolution authorizing the Supervisor to purchase a F550 dump truck not to exceed \$54,967.45 from Onondaga County bid #7974 along with a plow and new spreader for the Parks Department. Funding to come from 2017 Parks budget 71102.1.2.

Supervisor Conover stated this truck was in the 2017 Parks Department budget and was needed.

RESOLUTION #262

Councilmember Bolton moved, seconded by Councilmember Wilson to authorize the Supervisor to purchase a F550 dump truck not to exceed \$54,967.45 from Onondaga County bid #7974 along with a plow and new spreader for the Parks Department. Funding to come from 2017 Parks budget 71102.1.2. All in Favor. Motion Carried.

- Resolution authorizing the Town Attorney to represent the Town in an Article 75 procedure under Civil Service Law at an hourly rate of \$225 per hour and to retain a hearing officer relative to this matter at a rate not to exceed \$225 per hour.

RESOLUTION #263

Councilmember Bolton moved, seconded by Councilmember Coon to authorize the Town Attorney to represent the Town in an Article 75 procedure under Civil Service Law at an hourly rate of \$225 per hour and to retain a hearing officer relative to this matter at a rate not to exceed \$225 per hour. All in Favor. Motion Carried.

- Resolution authorizing the Supervisor to enter into a contract with New York Municipal Insurance Reciprocal (NYMIR) for property and casualty insurance for 2017 at a premium amount not to exceed \$70,525.88.

Supervisor Conover stated that because the Town of Bolton has a dam, there was only one insurance company that would insure them. He said thanks to Kate Persons for answering an extensive survey which allowed NYMIR to submit proposals to the town. Their proposal was approximately \$10,000 less than the previous rate we have been paying. It is not only costing us less but we will be receiving more coverage.

RESOLUTION #264

Councilmember Coon moved, seconded by Councilmember Bolton to authorize the Supervisor to enter into a contract with New York Municipal Insurance Reciprocal (NYMIR) for property

and casualty insurance for 2017 at a premium amount not to exceed \$70,525.88. All in Favor. Motion Carried.

- Resolution appointing Phil Farbaniec to a 3-year term on the BLDC Board of Directors with term to expire 12/31/2019.

RESOLUTION #265

Councilmember Coon moved, seconded by Councilmember Wilson appointing Phil Farbaniec to a 3-year term on the BLDC Board of Directors with term to expire 12/31/2019. All in Favor. Motion Carried.

- Resolution appointing Arthur Baker to a 3-year term on the BLDC Board of Directors with term to expire 12/31/2019.

RESOLUTION #266

Councilmember MacEwan moved, seconded by Councilmember Coon appointing Arthur Baker to a 3-year term on the BLDC Board of Directors with term to expire 12/31/2019. All in Favor. Motion Carried.

- Resolution appointing Hal Heusner to a 3-year term on the BLDC Board of Directors with term to expire 12/31/2019.

RESOLUTION #267

Councilmember Coon moved, seconded by Councilmember MacEwan appointing Hal Heusner to a 3-year term on the BLDC Board of Directors with term to expire 12/31/2019. All in Favor. Motion Carried.

- Resolution appointing Lorraine Wilson-Lefevé to a 7-year term on the Bolton Zoning Board of Appeals with term to expire 12/31/2023.

RESOLUTION #268

Councilmember Bolton moved, seconded by Councilmember Wilson appointing Lorraine Wilson-Lefevé to a 7-year term on the Bolton Zoning Board of Appeals with term to expire 12/31/2023. All in Favor. Motion Carried.

- Resolution authorizing the Supervisor and/or Highway Superintendent to sign the addendum to the MOU of Municipal Governments Bordering Lake George regarding road salt application adopted in 2015.

RESOLUTION #269

Councilmember Coon moved, seconded by Councilmember Bolton authorizing the Supervisor and/or Highway Superintendent to sign the addendum to the MOU of Municipal Governments Bordering Lake George regarding road salt application adopted in 2015 as follows:

NOW, THEREFORE, IT IS HEREBY

AGREED to develop and implement standard and consistent policy for the reduction and optimization of salt use for their winter management operations based on a determined Level of Service; and it is further

AGREED that the municipality's salt use policy shall include the following five Primary Best Practices for Sustainable Salt Use as presented at the 2016 S.A.V.E. Lake George Salt Summit:

- Calibrate salt flow output,
- Measure salt flow output,
- Prevent the bond of snow and ice on pavement through anti-icing,
- Optimize solid salt use output through pre-wetting,
- Continuously Improve through analysis of salt measurement data, consistent field level training and implementation of latest innovation when affordable (i.e. surface temperature sensors, Live Edge Plow technology, etc.); and it is further

AGREED that the municipality's salt use policy shall include the adoption of the Snow and Ice Management Association (SIMA) Best Practice Guidelines for Salt Use; and it is further

AGREED Best Practices Policy will include the mechanical removal of accumulated snow precipitation as a minimum standard for reducing salt use; and it is further

AGREED to consider means that share resources among municipalities for equipment that accomplishes the five Primary Best Practices for Sustainable Salt Use; and it is further

AGREED to apply methods to improve efficiency and effectiveness of road salt application including such items as operational practices of loading, application timing during event, weather forecasting, plow speed, pavement temperature, etc.; and it is further

AGREED the municipalities will partner with organizations to help facilitate the implementation of Best Practices and development of a certification standard such as may be provided by the Snow and Ice Management Association, Inc. (SIMA); and it is further

AGREED that the municipalities will commit to consistently implement the five Primary Best Practices for Sustainable Salt Use as the basis of a Lake George Sustainable Salt Certification Standard by winter season 2018-2019, and it is further

AGREED that the municipal Boards authorize the Highway Department/Department of Public Works Superintendent to sign the Addendum, and it is further

AGREED that this Addendum to the Memorandum of Understanding may be signed in counterparts. All in Favor. Motion Carried.

Public in Attendance: None

RESOLUTION #270

Councilmember MacEwan moved, seconded by Councilmember Coon to approve the following transfers: All in Favor. Motion Carried.

GENERAL:

| | | |
|---------------------------------|-----------------------------|-------------|
| 1355.1 Assessor PS | 3310.1 Traffic Control PS | \$3,558.00 |
| 1355.1 Assessor PS | 3120.1 Police/Constable PS | \$1,000.00 |
| 1620.1 Buildings/Grounds PS | 1620.4 Buildings/Grounds CE | \$14,000.00 |
| 1650.4 Central Comm CE | 1670.4 Central Print CE | \$2,200.00 |
| 1650.4 Central Comm CE | 1650.2 Central Comm EQ | \$230.00 |
| 1950.4 J & C – Water Bills | 3120.4 Police/Constable CE | \$1,440.00 |
| 3510.1 Dog Control PS | 3510.4 Dog Control CE | \$600.00 |
| 5182.4 Street Lighting CE | 5132.4 Garage CE | \$3,000.00 |
| 7110.4 Parks CE | 7110.2 Parks EQ | \$3,000.00 |
| 7140.4 Playgrounds/Rec CE | 7140.1 Playgrounds/Rec PS | \$400.00 |
| 7450.4 Museum CE | 1620.4 Buildings/Grounds CE | \$1,000.00 |
| 8510.1 Comm. Beautification PS | 3120.1 Police/Constable PS | \$1,300.00 |
| 9030.8 Social Security/Medicare | 9010.8 NYS Retirement | \$8,000.00 |

HIGHWAY:

| | | |
|-------------------------|-------------------------------|-------------|
| 5130.2 Machinery EQ | 5130.4 Machinery CE | \$5,000.00 |
| 5130.2 Machinery EQ | 5112.2 Permanent Improvements | \$67,000.00 |
| 5140.4 Brush & Weeds CE | 5110.1 General Repairs PS | \$525.00 |
| 5142.1 Snow & Ice PS | 5110.1 General Repairs PS | \$3,945.00 |

WATER:

| | | |
|-----------------------------|------------------------------|------------|
| 8310.4 Administration CE | 1990.4 Contingency | \$9,000.00 |
| 8320.4 Source Power Pump CE | 8320.2 Source Power EQ | \$2,500.00 |
| 8330.2 Purification EQ | 8340.4 Trans/Distribution CE | \$1,619.00 |
| 8330.4 Purification CE | 8340.4 Trans/Distribution CE | \$1,384.00 |

| | | |
|------------------------------|------------------------------|----------|
| 8340.2 Trans/Distribution EQ | 8340.4 Trans/Distribution CE | \$303.00 |
|------------------------------|------------------------------|----------|

SEWER:

| | | |
|-------------------------------|---------------------------------|------------|
| 1950.4 J & C – Water Bills | 8130.2 Sewage Treatment EQ | \$317.00 |
| 8110.4 Administration CE | Unexpended Fund Balance | \$797.00 |
| 8120.4 Sanitary Sewers CE | Unexpended Fund Balance | \$2,503.00 |
| 8130.4 Treatment/Disposal CE | Unexpended Fund Balance | \$4,588.00 |
| 9010.8 NYS Retirement | 9030.8 Social Security/Medicare | \$424.00 |
| 9060.8 Medical Ins Town Share | 8130.2 Sewage Treatment EQ | \$233.00 |

ADDITIONAL TRANSFERS:

\$4,792.89 to be transferred to Zoning Ordinance Account from General for Final LWRP
 \$8,000. to be transferred to Special Rec Ballfield Acct from General Fund for Abstract 12
 \$20,000. to be transferred to Veterans Park Capital Projects from General for Abstract 12

RESOLUTION #271

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

Pay the Bills:

| | Vouchers | Amount |
|---------|---|-------------|
| ABS 11A | | |
| GENERAL | 1606-1607 1610-1622 1624-1635 1637-1646 | \$5566.37 |
| HWY | 479 | \$17.35 |
| SEWER | 327-333 | \$1040.18 |
| WATER | 301-303 | \$1491.61 |
| LIGHTS | 1608-1609 1623 1636 | \$1963.57 |
| ABS11B | | |
| GENERAL | 1689 1707 | \$109821.00 |
| HWY | 486 | \$58532.00 |
| SEWER | 344 | \$16524.00 |
| WATER | 319 | \$10170.00 |
| ABS12 | | |
| GENERAL | 1558-1605 1647-1686 1688-1702 1704-1706 | \$57013.32 |

| | | |
|--------------------|-------------------------|------------|
| | 1708-1716 | |
| HWY | 451-478 480-485 487-496 | \$43619.03 |
| SEWER | 318-326 334-343 345-346 | \$8081.81 |
| WATER | 287-300 304-318 320-323 | \$22487.45 |
| LIGHTS | 1703 | \$554.18 |
| ROGERS PARK | 1 | \$1222.64 |
| BALLFIELD | 57 | \$7477.55 |
| WASTE WATER CAP | 8-9 | \$3360.00 |
| ZON ORD UPDATE | 4-5 | \$5086.25 |
| CROSS ST | 26-28 | \$3157.37 |
| VETS MEMORIAL FUND | 5-6 | \$344.65 |
| TOURISM | 50 | \$1000.00 |

Executive Session: To discuss employment matters dealing with a particular Town of Bolton employee and contractual matters.

RESOLUTION #272

Councilmember Coon moved, seconded by Councilmember Wilson to discuss employment history dealing with a particular Town of Bolton employee and contractual matters. All in Favor. Motion Carried.

No Action Taken

Adjourn: 8:17

Minutes respectfully submitted by:

Aimee Galentino
Deputy Town Clerk

Katie Persons
Minute Taker