

REGULAR MEETING
BOLTON TOWN BOARD

March 1, 2016

Regular Meeting:

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

Meeting Call to Order: 6:30 pm.

Pledge: Rob MacEwan

Please remain standing for a moment of silence for Shane Cameron Hernandez.

Minutes: Approve Minutes of Regular Town Board Meeting held February 2, 2016.

RESOLUTION #53

Councilmember Bolton moved, seconded by Councilmember Coon to approve the minutes of the Regular Town Board Meeting of February 2, 2016. All in Favor. Motion Carried.

Public Hearing regarding outdoor sound amplification permit for Nicole Rothaupt and Jason Stevens at Somewhere In Time, on September 17, 2016 from 3:30 pm to 10:00 pm.

John Larye from Somewhere In Time stated he was here to represent the application.

Councilmember Wilson stated that the time frame falls within the parameters established by the Planning Board.

Supervisor Conover asked if the applicant was aware of the fact that there have been on occasion, issues relative to noise. Mr. Larye replied yes. Supervisor Conover explained that they would need to maintain a vigil on the noise. He inquired if the amplified noise was to end at 10pm. Mr. Larye replied yes and he would be on the property that night if the property manager was not, and he was aware of the problems in the past. He stated that they will be using the sound drapes.

Councilmember Wilson stated that there had been no concerns expressed about any of the events last year.

Councilmember MacEwan said he did not believe that the duration of time was unusual.

- Resolution regarding sound amplification permit for Nicole Rothaupt and Jason Stevens.

RESOLUTION #54

Councilmember Wilson moved, seconded by Councilmember MacEwan to approve the sound amplification permit for Nicole Rothaupt and Jason Stevens at Somewhere In Time, on September 17, 2016 from 3:30 pm to 10:00 pm. All in Favor. Motion Carried.

Public Hearing regarding outdoor sound amplification permit for Frederick's Restaurant for May 29, June 5, 12, 19, 26, July 3, 10, 17, 24, 31, August 7, 14, 21, 28, September 4 & 11, October 9, 2016 from 5-10 pm (most are to 9 pm).

- Resolution regarding sound amplification permit for Frederick's Restaurant.

Councilmember Wilson stated that this application was received every year and it was standard within the hamlet. Councilmember MacEwan agreed that it was asked for every year.

RESOLUTION #55

Councilmember MacEwan moved, seconded by Councilmember Coon to approve the sound amplification permit for Frederick's Restaurant May 29, June 5, 12, 19, 26, July 3, 10, 17, 24, 31, August 7, 14, 21, 28, September 4 & 11, October 9, 2016 from 5-10 pm (most are to 9 pm). All in Favor. Motion Carried.

Public in Attendance:

Zandy Gabriels concerns with

- The ice eater being used at the end of the Huddle Beach docks as opposed to a bubbler system and how it interferes with ice skating and winter access to the lake. He would like the Board to revert back to the bubbler system next year.

Supervisor Conover stated they would look into this.

- He would like the lead copper results being posted on the web as he has an interest in looking at them.

Supervisor Conover stated that the report is posted on the web and the results he is looking for are on the last page. This is part of the annual report and the 2015 report will be available in April. Mr. Gabriels stated he wants more information on the sampling points throughout the town. Supervisor Conover stated that he would speak with Tom French II and have the information made available to him once they post the new annual report.

John Gaddy stated as a skater he agreed with the request for the change of the ice eaters to the bubbler system. Supervisor Conover stated he understood the concern and he would look into it.

Code Enforcement:

Correspondence:

- Russell Beers requesting relief for water and sewer bill at 20 Brook Street resulting from water break.

Supervisor Conover stated he would need to respond to this request. He stated the only reason this was even identified was due to the Clerk's Office. Councilmember MacEwan asked if they would be giving them a break. Supervisor Conover stated that they have historically never given an adjustment. The Board discussed this among themselves. Councilmember Coon stated the homeowner should be responsible for this. They should have people checking this weekly for them. This could set a precedent every time a second home owner had a water main break when they were not around. Councilmember Wilson stated that they have had several of these requests and that it has been precedent that it is the responsibility of the owner of the property. The Board agreed.

- Application for NYS Liquor License for the Mikado Sushi Restaurant at 4933 Lake Shore Drive.
- Dave Wick LGPC regarding their lead agency status under SEQRA relative to the Aquatic Invasive Program.
- William Post Hubert, President Sembrich Museum regarding 2016 summer series.
- Charlanne McDonough, Lake George Club ABC Officer regarding intent to renew liquor license.

Committee Reports:

Councilmember Rob MacEwan

Transfer Station:

- Total for the month: \$4,874.00.
- Spring clean-up cards \$2,500.00.
- The compactor is up and running after the fire. Thanks to the Bolton Fire Department along with George Mumblow, Bernie French and Rob MacEwan.
- Jim Maddison changed the filter and hydraulic hose on the compactor and said they were good to go.
- State report is done.
- Evolution Recycling will be there on 3/4/2016.
- Spring Cleanup cards will be available April first.
- They cleaned up around the recycling table and t.v. bin.

They would like to know when the summer schedule will be starting. Councilmember MacEwan stated they would need to discuss this.

Animal Control:

- Dog at large on County Rte. 11.
- Call on a wounded fox on 9N.
- Welfare check on dog on New Vermont Road.
- Lost dog on Alder Brook Road.

Councilmember MacEwan stated he would like the mileage .

Justice Court:

- During the month of February 2016, Judge Harry Demarest took in \$4,237.00 and Judge Edward Stewart took in \$6,123.00. Total monies forwarded to the Town of Bolton

amounted to \$10,360.00. There are itemized lists located in the Court if anyone desires to look them over.

EMS:

Councilmember MacEwan stated he had met with members of the squad to get an idea of what they do and how they do it. He stated there is a concern at times with having enough staff, which they seem to be handling.

The paid staff receives the following:

Paramedics @ \$18.50 per hour

Critical Care Technicians @ \$17.50 per hour

EMT-Basics (who drive in lieu of volunteer drivers) @ \$12.50 per hour

Captain:

- Made a presentation to the Bolton Seniors Club regarding the “Vial of Life” and the need for visible house identification numbers. Offered to provide “Vial of Life” decals to the club. 100 decals received from the Vial of Life organization for a “donation” of \$20.

At the January Warren County EMS Advisory Board meeting several topics of interest addressed:

- Mountain Lakes REMAC promoting Advanced EMT level to supplement lack of area ALS Tekes
- Therapeutic hypothermia out of New York EMS protocol
- New York DOH considering intra-nasal glucagon
- BLS to be trained on use of C-Pap and use of 12 lead EKG including data transmission to hospital
- Hemorrhage control protocol approved for use
- Dr. Girling reaching out to EMS agencies for wants/needs
- EMT-B Original & Refresher course to be conducted at Mtn. Lakes REMAC office starting in March
- Participation in EMT-B program for intramuscular epinephrine administration in lieu of Epi-Pen
- Glens Falls Hospital to revise contracts and fees to EMS agencies for providing medical direction
- 4th ER physician to participate as EMS Medical Director

Dr. Girling announced the medical directors at Glens Falls Hospital are re-starting educational meetings. 1st meeting to be Tuesday, Feb 23rd from 7 to 9 pm in Auditorium A. Subject will be “respiratory problems”. These will be considered part of the QA/QI process and EMS agencies with either Dr. Black or Dr. Girling as their medical director will be required to attend a minimum number (tbd) of these meetings each year. Goal is to provide better education at a “**reduced cost**” to the agencies.

Administration:

EMR report regarding billing activity for January, 2016:

- Calls: 14 of which 9 were billable
- Gross Charges Billed in January: \$ 9,624
- Payments Received in January: \$ 7,734

Payroll expenses for January: \$ 16,187

Recreation Department:

Councilmember MacEwan stated that he had talked to Michelle Huck about Pickle ball courts.

Councilmember Tim Coon

Assessor:

- The office has been busy with property owners renewing their Exemptions for 2016 Assessment roll.
- The Valuation process is now full swing for filing of the Tentative Roll on or about May 1st. She is visiting properties that have acquired building permits/certificates of occupancy, recent sales and continuing to update the photos on the V4 file.
- Sales continue to be received by this office on a daily basis and the file is kept up to date with the new sales and address changes.

Police:

- 41 patrol shifts, 306 property checks and 355 recordable activities.
- All members received training and certification in the use of a Taser.

Buildings & Grounds:

- Assisted the Transfer Station with compactor issues.
- Changed faucet and unclogged drains in the Town Hall and Health Center.
- Installed all ice eaters.
- Removed two dead pines at Rogers Park.
- Cleaned out drains in all parking lots.
- Plowed and salted roads and sidewalks.
- Cleaned the trucks and sanders.
- Cleaned up snow on Main Street with the Highway Department
- Picked up paper from the County.

Councilmember Susan Wilson

Planning/Zoning:

- Planning Office for the month of February collected fees in the amount of \$588.75 for various items including Certificates of Compliance, Septic Permits, Variances, Site Plan Reviews, and After the Fact Fees.

Code Enforcement:

- Submitted a 10 page report that details 7 site visits and activities accomplished during the month of February.

Library:

- The Library will be holding their Annual Cabin Fever Party on Sunday, March 6th from 4:00 to 8:00 PM at the Lakeside Restaurant. A buffet dinner will be served and the cost is only \$10.00 per person or \$30 per family. The Blue Moon Band will be playing – they always donate their time and talents to the Library. There will be a cash bar and a 50/50 raffle.
- At their February Board Meeting the Finance Committee presented the Budget and after discussion and review by the members, with only one minor change, the Budget was approved.
- Present at the February meeting was Bob Jeffords, Treasurer of the Southern Adirondack Library System, to discuss the various options for conducting an audit or review of their financial records. The Board is pursuing several of the options discussed. They have also recently purchased new software for maintaining their financial information and all information is now being transferred into the new program.

Seniors:

- I have a copy of their February Newsletter with me this evening, which is also available on the Town Website, which provides information about their trips and activities as well as valuable contact information for seniors.
- The Seniors' continually collect items to be sent overseas to our serviceman and woman. They have a list of specific items requested and if anyone wishes to contribute please contact me; and I can put you in touch with a member of the Senior Group to make arrangements for accepting donations.

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

- Plowed & salted small snow and ice storms.
- Hauled item #4 to Ridin-Hy Road and graded it.
- Worked on the upkeep of the trucks.
- Cut & chipped brush on Dixon Hill Road & Padanarum Road.
- Removed several trees downed by the wind.
- Thawed several frozen culverts.
- GPS & Salt units installed and working in front line trucks.

Supervisor's 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.
- Insurance sign ups.
- Appointment letters.
- AUD.

- Code Red.
- Insurance verifications with Marshall Sterling.
- Correspondence.
- Notarized a multitude of documents for many different individuals.
- Employee memos.

Sewer Department:

- The Plant took in 3,712,740 gallons of Wastewater for a daily average of 128,025.
- Cleaned all pump stations and got 4.27 cubic feet of grease and grit.
- Flushed check valves at Norowal pump station.
- Performed service on EQ tank blowers.
- Shoveled out Reject water tank and removed 17.9 cubic feet of sand.
- Built new sludge beaters for the primary tank.
- Beat down sludge in gas jets down and removed all debris for better gas purging.
- Doing thorough cleaning of Wastewater facility, i.e. washing walls and tanks.
- 2-26-2016 had an alarm at the Wastewater Plant do to power outage.

Water Department

- Plant made 8,190,000 gallons of water.
- Aqualogics installed new Chlorine analyzer and reprogramed the auto dialer.
- Soda ash chemical feed pump was malfunctioning, installed new rebuilt pump and rebuilt old pump to have as a spare.
- Repaired broken water meter wires leading to read boxes around town.
- Located water curb valves around town.
- It was discovered that Water plant filter #2 had excessive backwashes on a weekend. Upon further investigation the following day it was found that the head loss valve was faulty, replacing the valve and lines solved the problem.
- It was found during a water meter read that 20 Brook Street had used an unusually high amount of water. We were able to shut the water off at the meter and it was found that the homeowner had a broken pipe.
- 2-21-2016 called for water on Norowal Rd. we found that it was coming from a flooded basement.
- The water dept. has spent a lot of time testing in numerous locations for potential water leaks mostly due to the unseasonably warm and wet winter.

Tom would also like to note that the two water guys have been making great progress with their schooling to be certified as Water Treatment Plant Operators while continuing to keep up with the workload of operating the Water Treatment plant.

Supervisor Conover stated that the Highway and Parks Departments had done a tremendous job on getting out and making sure that the culverts were thawed and the storm drains cleared out, prior to that major rain storm which limited the amount of damage that a storm like that can cause.

Supervisors Report:

- Receipts: \$930,570.67
- Disbursements: \$660,943.16
- Sales Tax for January was up 1.6% from the same period last year.
- Visitor Center Project on schedule, Museum Project has fallen behind schedule, both projects are on budget.
- Town health insurance policy changeover now complete.

Supervisor Conover gave a big thank you to Mariann Roberts-Huck & Kate Persons in assisting in this change over, along with the employees.

- Fire in garbage bin at Transfer Station (big thank you to the Bolton Fire Company and their quick response and to our Town Employees in their handling of the emergency).
- Parking Policy on Sagamore Road.

Supervisor Conover stated that the Board should take a look at this and give him any ideas they may have.

- Smart Growth Grant Application previously authorized by the Town Board has been submitted for ball field improvements at the Town Park.
- Water and Sewer billings for first quarter have gone out – There are no major surprises. A big kudos to the Clerk’s Office for all they do, this is a difficult and time consuming process.
- Annual Water Report for the Town is posted on the Town internet site. This testing is per NYS DOH regulations, some is done annually and other is done biannually.

New Business

- Resolution authorizing the 2016 Road Improvement Program as recommended and presented by the Bolton Highway Superintendent to include sections of Padanarum Road, and Wall Street.

Councilmember Coon asked if Wall Street would be done under the CHIPS program. Supervisor Conover replied yes and stated he would like to see one of the bridges done up in Padanarum. He said if they find that they are in a position to do more in the fall they will.

RESOLUTION #56

Councilmember Coon moved, seconded by Councilmember MacEwan authorizing the 2016 Road Improvement Program as recommended and presented by the Bolton Highway Superintendent to include sections of Padanarum Road, and Wall Street. All in Favor. Motion Carried.

- Resolution authorizing the Supervisor to sign Time Warner Cable Agreements for 2016 for the Town Hall, Highway Garage and the Water Filtration Plant.

RESOLUTION #57

Councilmember MacEwan moved, seconded by Councilmember Coon authorizing the Supervisor to sign Time Warner Cable Agreements for 2016 for the Town Hall, Highway Garage and the Water Filtration Plant. All in Favor. Motion Carried.

- Resolution authorizing changes to the Sand For Qualified Age Exempt Senior Citizens As Town of Bolton Residents including change to minimum age from 62 to 65 and insertion of *age exempt* language as presented.

Supervisor Conover stated this was basically concerning age exempt language in the policy and the age change which puts us in compliance with this program.

RESOLUTION #58

Councilmember MacEwan moved, seconded by Councilmember Wilson authorizing changes to the Sand For Qualified Age Exempt Senior Citizens As Town of Bolton Residents including change to minimum age from 62 to 65 and insertion of *age exempt* language as presented. All in Favor. Motion Carried.

- Resolution authorizing travel for 2016 NYS Comptroller Accounting Training in Utica, NY on June 7-9 for Kate Persons and Mariann Roberts Huck.

Supervisor Conover stated that it is very important to stay current with the State regulations for reporting and filing.

RESOLUTION #59

Councilmember Wilson moved, seconded by Councilmember Coon authorizing travel for 2016 NYS Comptroller Accounting Training in Utica, NY on June 7-9 for Kate Persons and Mariann Roberts Huck. All in Favor. Motion Carried.

- Resolution authorizing Warren County DPW to continue as our representative with NYS DEC relative to the Application for the Petroleum Bulk Storage Fuel Site at the Bolton DPW Facility on Finkle Road.

Supervisor Conover stated that because we own the property we have to authorize the County to represent us in this matter.

RESOLUTION #60

Councilmember Coon moved, seconded by Councilmember MacEwan authorizing Warren County DPW to continue as our representative with NYS DEC relative to the Application for the Petroleum Bulk Storage Fuel Site at the Bolton DPW Facility on Finkle Road. All in Favor. Motion Carried.

- Resolution authorizing Supervisor to execute professional service contract with the LA Group to assist with layout and development of a multiuse court (basketball and pickle ball) at Veterans Park at a cost not to exceed \$2,150.

Supervisor Conover stated that it appears that we really need a licensed architect to lay this out. Councilmember MacEwan stated he understood this, the initial concern is whether they can do

this; they already have the courts. They would become multi use courts. Supervisor Conover stated they would need to determine if they have the ability to do this first and then move forward. Councilmember MacEwan asked if it would be done in stages. Supervisor Conover replied that it would, they would need to give this some thought and have a plan. Councilmember Wilson stated she believes they should move forward with this, there is a lot of public interest. The Board agreed.

RESOLUTION #61

Councilmember MacEwan moved, seconded by Councilmember Wilson authorizing the Supervisor to execute professional service contract with the LA Group to assist with layout and development of a multiuse court (basketball and pickle ball) at Veterans Park at a cost not to exceed \$2,150. All in Favor. Motion Carried.

- Resolution authorizing the publication of Town highway weight limits notices for the Town of Bolton by the Bolton Highway Superintendent.

Supervisor Conover stated that this was something that was done every year. Councilmember Coon stated they used to put out 45 or 50 signs.

RESOLUTION #62

Councilmember Coon moved, seconded by Councilmember Wilson the publication of Town highway weight limits notices for the Town of Bolton by the Bolton Highway Superintendent. All in Favor. Motion Carried.

- Resolution authorizing Jodi Connally to attend the New York State Clerk's Association Conference in Saratoga Springs, NY on April 17-20.

Supervisor Conover stated he thought it was great that Jodi Connally was taking advantage of this; these training classes are very important.

RESOLUTION #63

Councilmember Wilson moved, seconded by Councilmember Coon authorizing Jodi Connally to attend the New York State Clerk's Association Conference in Saratoga Springs, NY on April 17-20. All in Favor. Motion Carried.

- Resolution authorizing Supervisor to enter into a professional service contract with CT Male for monitoring and reporting services for the Bolton Landfill for 2016 in an amount not to exceed \$4,870.00.

Supervisor Conover stated that the Town was required by DEC to do ground water and gas testing annually as a result of their closure agreement.

RESOLUTION #64

Councilmember MacEwan moved, seconded by Councilmember Coon authorizing the Supervisor to enter into a professional service contract with CT Male for monitoring and reporting services for the Bolton Landfill for 2016 in an amount not to exceed \$4,870.00. All in Favor. Motion Carried.

Public in Attendance:

Dennis Murphy expressed his thoughts on the following:

- He agreed about the change of ice eaters to the bubbler system and encouraged the Town to make the change.
- He would like the Town to encourage other agencies to move toward further use of these systems.
- The Town has been stocking Trout Lake and he would like to thank them and ask that they continue it.
- He would like to ask them to consider increasing the amount of fish to be stocked, as the numbers being caught are down.
- He offered his assistance with including BCS with the endeavor as in previous years.

Zandy Gabriels spoke about the following:

- He agrees with Mr. Murphy about stocking Trout Lake but he also thinks they should have the DEC representatives over to see how many fishermen use the lake so they can get rid of all the regulatory nonsense.
- What is happening with the dredging of the Finkle Brook Delta.

Supervisor Conover responded that the SEQRA had been approved late last year and this is why the Indian Brook Delta removal project was able to take place.

- He could not find permissions for dredging on the Town's web, and he believes that the web should be a depository for all documentation.

The Waterkeeper stated it was on the DEC website.

RESOLUTION #65

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

Transfers

General:

3097.2 Capital Outlay EQ	1990.4 Contingency	\$8,040.00
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RESOLUTION #66

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

Pay The Bills:

	Voucher	Amount
Abs 2A		
General	243-248 250-260 262-263	\$4239.61
Highway	74	17.35
Sewer	44-46	781.78
Water	39-40	712.74
Lights	249 & 261	2,386.83
Abs 3		
General	166-242 264-281 283-321, 323-324 326	54,293.27
Highway	50-73	23,668.24
Sewer	33-43 47-65	10,306.93
Water	29-38 41-55	16,725.51
Lights	282 & 322, 325	2,062.48
Tourism	3	10,000.00
Ballfield	5	500.00
Vets Park Cap	2	4,446.00
Rogers Park Cap	6-15	381,357.92
Salt Shed	1	5,350.00

Adjourn:

RESOLUTION #67

Councilmember Coon moved, seconded by Councilmember Wilson to adjourn. All in Favor.
Motion Carried.

No Action Taken.

Adjourn: 7:28

Minutes respectfully submitted by:

Jodi Connally
Town Clerk

Katie Persons
Minute Taker