

REGULAR MEETING  
BOLTON TOWN BOARD

November 8, 2017

Regular Meeting:

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

Meeting Call to Order: 6:00 pm.

Pledge: Tim Coon. Please remain standing for a moment of silence for Marjorie Brown.

Minutes:

- Approve the Minutes of the regular Town Board Meeting held October 3, 2017.

**RESOLUTION #257**

Councilmember Coon moved, seconded by Councilmember MacEwan to approve the minutes of the regular Town Board Meeting held October 3, 2017. All in Favor. Motion Carried.

Public Hearings:

Public hearing to give consideration to the amendment of Local Law #1 of 2008 entitled "PROVIDING FOR AN EXEMPTION TO COLD WAR VETERANS FROM REAL PROPERTY TAXATION"

- Resolution regarding the amendment of Local Law #1 of 2008

Councilmember Wilson stated that this was just an update for something that had been passed 10 years ago and was about to expire.

**RESOLUTION #258**

Councilmember Wilson moved, seconded by Councilmember Bolton to approve the amendment of Local Law #1 of 2008 as follows:

**A LOCAL LAW PROVIDING FOR AN EXEMPTION TO  
COLD WAR VETERANS FROM REAL PROPERTY TAXATION**

**BE IT ENACTED,** by the Town Board of the Town of Bolton as follows:

SECTION 1. Purpose and Intent: The purpose of this law is to provide for the maximum exemption allowable pursuant to Section 458-b of the Real Property Tax Law of the

State of New York.

SECTION 2. EXEMPTION: Pursuant to the provisions of subdivisions 2(a) and 2(b) of Section 458-b of the Real Property Tax Law of the State of New York, the maximum exemption allowable from real property taxes for Cold War veterans is established as follows:

(a) Qualifying residential real property shall be exempt from taxation to the extent of fifteen percent (15%) of the assessed value of such property; provided however, that such exemption shall not exceed twelve thousand dollars or the product of twelve thousand dollars multiplied by the latest state equalization rate of the assessing unit.

(b) In addition to the exemption provided by paragraph (a) of this subdivision, where the Cold War veteran received a compensation rating from the United States Veterans Affairs or from the United States Department of Defense because of a service connected disability, qualifying residential real property shall be exempt from taxation to the extent of the product of the assessed value of such property, multiplied by fifty percent (50%) of the Cold War veteran disability rating; provided, however, that such exemption shall not exceed forty thousand dollars, or the product of forty thousand dollars multiplied by the latest state equalization rate for the assessing unit.

SECTION 3. MISCELLANEOUS: With regard to the exemptions set forth herein, the provisions of Section 458-b of the Real Property Tax Law relating to definitions, limitations, time frames and applications existing as of the effective date of this Local Law shall apply.

SECTION 4. EFFECTIVE DATE: This Local Law shall take effect upon filing with the Secretary of State of the State of New York.

All in Favor. Motion Carried.

- Resolution regarding 2018 Bolton Town Budget

Councilmember Wilson stated it was a budget they could be proud of. Councilmember Bolton agreed. Supervisor Conover thanked everyone including Bookkeeper Mariann Roberts-Huck for all the time and effort they put into the budget process.

**RESOLUTION #259**

Councilmember Bolton moved, seconded by Councilmember Coon to approve the adoption of the 2018 Town of Bolton Budget. All in Favor. Motion Carried.

Motion to convene as the Bolton Water District

**RESOLUTION #260**

Councilmember Bolton moved, seconded by Councilmember MacEwan to convene as the Bolton Water District. All in Favor. Motion Carried.

- Resolution regarding 2018 Water District Budget and rate schedule.

**RESOLUTION #261**

Councilmember Bolton moved, seconded by Councilmember Wilson to adopt the Water District Budget & Water Rate Schedule for 2018 (beginning January billing period 2018). All in Favor. Motion Carried.

- Resolution authorizing the re-levy of outstanding 2017 receivables in the Town of Bolton Water District on the 2018 Warren County tax bills in the amount of \$23,605.64.

Supervisor Conover stated they do this every year.

**RESOLUTION #262**

Councilmember MacEwan moved, seconded by Councilmember Coon to authorize the re-levy of outstanding 2017 receivables in the Town of Bolton Water District on the 2018 Town & County tax bills in the amount of \$23,605.64. All in Favor. Motion Carried.

Motion to convene as the Bolton Sewer District

**RESOLUTION #263**

Councilmember Wilson moved, seconded by Councilmember Bolton to convene as the Bolton Sewer District. All in Favor. Motion Carried.

- Resolution regarding 2018 Sewer District Budget and rate schedule.

**RESOLUTION #264**

Councilmember Bolton moved, seconded by Councilmember Coon to adopt the Sewer District Budget & Sewer Rate Schedule for 2018 (beginning January billing period 2018). All in Favor. Motion Carried.

- Resolution authorizing the re-levy of outstanding 2017 receivables in the Town of Bolton Sewer District on the 2018 Warren County tax bills in the amount of \$12,906.23.

**RESOLUTION #265**

Councilmember MacEwan moved, seconded by Councilmember Coon to authorize the re-levy of outstanding 2017 receivables in the Town of Bolton Sewer District on the 2018 Town & County tax bills in the total amount of \$12,906.23. All in Favor. Motion Carried.

Motion to reconvene as the Bolton Town Board

**RESOLUTION #266**

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

Public in Attendance:

Correspondence:

- Thank you from the BCS Class of 2019 for help with sale.
- LGLC Fall/Winter Newsletter.
- LCLG Regional Planning Board meeting minutes.
- LCLG Regional Planning Board 2016 Annual Report.
- Mayor Blais regarding final data of 2017 successful King George Fishing Derby.
- Jeff Marx, CT Male regarding notice of termination for NYSDEC general permit coverage.
- Travis Whitehead regarding Clean Energy Communities.
- Diane Burk, thanking the Highway Department for a job well done on their road.
- Governor Andrew Cuomo with regards to a recent talk with Supervisor Conover.
- Chris Girard, The Dock Doctors, LLC regarding use of Norowal Marina.
- John Wimbush, DOS asking about Local Consistency Review Law for LWRP.
- NYSDEC regarding new revised requirements for part 360 solid waste management facilities.
- Bolton Landing Business Association invitation to discuss ideas for the community.
- Farmers Market regarding Occupancy tax request.
- NYWEA, regarding sustaining and enhancing New York's Clean Water.

- Association of Towns regarding dues.
- Adirondack Council State of the Park 2018-18.
- Janet Kennedy, Executive Director of Lakes to Locks Passage Inc., in regard to an award to be presented to the Town of Bolton.
- Property Rights Foundation of America invitation to annual national conference.
- Dave Wick, LGPC pertaining to stormwater regulations.
- Department of the Army regarding a permit application.
- NYS Dept. of Financial Services regarding vacant and abandoned properties.
- Charter Communications regarding upcoming changes.
- NYS Agriculture and Markets Municipal Shelter Inspection Report.
- Audio Video Corporation quote for electronics in meeting room.
- Pat & Don Loyas, thank you note for the great job on Wall Street.
- SUNY Adirondack Foundation invitation for fall scholarship luncheon.
- Fund for Lake George regarding Bolton wastewater treatment plant.
- Tim Larson regarding Veterans Memorial Park crib dock.
- Nancy Hyman regarding Braley Point Road and Twin Bay Village.
- Warren County Real Property regarding town and county tax roll.
- Kimberly Terpening, Commander American Legion Post #961 regarding Unserviceable Flag Ceremony.

**Committee Reports:**

**Councilmember Robert MacEwan**

**Justice Court:**

- During the month of October 2017, Judge Harry Demarest took in \$8,085.50 and Judge Edward Stewart took in \$6,801.00. Total monies forwarded to the Town of Bolton amounted to \$14,886.50. There are itemized lists located in the Court if anyone desires to look them over.

**Recreation Department:**

1. Recreation Center:
  - A. Attendance for September = 74
  - B. Calendar-See reverse. The recreation center calendar is available on the BCS website as well as the Town website
2. Summer Programs-
  - A. Updated Day Camp information

	<b>2017(\$375)</b>	<b>2016(\$375)</b>	<b>2015(\$350)</b>	<b>2014(\$350)</b>	<b>2013(\$500)</b>	<b>2012(\$400)</b>
Trips	4,147.00	4,250.00	3,463.90	1,892.06	2,882.00	?
Salaries	14,776.08	14,053.20	15,200.21	13,433.34	13,604.19	13,948.43
Shirts	440.80	346.30	200.00	367.40	190.25	374.95
Supplies/Art/eq	992.66	541.05	528.00	691.61	540.40	?

uip.						
Transportation	2,493.50	3,464.50	1,898.50	4,790.00	2,654.75	?
<b>Total</b>	<b>22,850.04</b>	<b>22,655.05</b>	<b>21,290.61</b>	<b>22, 178.57</b>	<b>19,871.59</b>	<b>24,077.78</b>
<b>Revenue</b>	<b>12,075.00</b>	<b>15,750.00</b>	<b>12,525.00</b>	<b>14,750.00</b>	<b>16,000.00</b>	<b>15,800.00</b>
<b>Difference</b>	<b>10,775.04</b>	<b>6,905.05</b>	<b>8,765.61</b>	<b>7,428.57</b>	<b>3,871.59</b>	<b>8,277.78</b>

3. Winter Programs

A. Gore Regional School Program Applications will be accepted from November 1-December 8, 2017. Rates and dates are listed on the September 2017 Recreation Minutes

4. Other:

A. Playground Inspections will be reduced from weekly to monthly November-February as suggested by the insurance company.

EMS

EMR report regarding billing activity for September 2017:

Calls: 34 of which 21 were billable

Gross Charges Billed in September:	\$ 26,262
Gross Charges Billed YTD:	\$157,060
Payments Received in September:	\$ 15,047
Payments Received YTD:	\$ 83,814

EMS billing receipts were \$93,207 thru September 2016.

Payroll Expenses for September were \$18,050. Year to date 2017 thru September is \$165,933 versus \$156,361 for 2016.

At the September 27<sup>th</sup> EMS Advisory Board meeting the major topics of discussion were development of a protocol for structure fires to conform to NFPA standards. It has been proposed that 2 ambulances be dispatched to every structure fire but there is some push back on that proposal. A committee has been formed amongst the Warren County agencies (Tony Lipari to serve) to discuss and propose a reasonable protocol.

The other major topic was the “Iamresponding” system. As of the meeting Bolton EMS was one of the few (only 3) agencies that had subscribed to the system.

WCSO has surplus handheld radios. We have requested eight; two to replace the old models in each ambulance and the rest for use of crew members.

A budget has been submitted to the Town of Bolton. Awaiting approval. Once approved our budget committee will meet to go over and develop a system of tracking expenses against projections.

Transfer Station:

- Total for month \$7,497.00
- Spring Clean Up cards \$4,862.00.
- Donated 12 bags of clothes to the Salvation Army.
- Paving is complete.
- Shed removed by the Buildings & Grounds Department.
- Building needs work.
- Mike Fitzgerald is installing a new heater.
- Leaf pile being done by the Highway Department.

**Councilmember Tim Coon**

Assessor:

- The process of getting new photos and checking road names is ongoing.
- Exemption season has begun, renewals are coming in.
- NYS Department of Taxation and Finance have stated that the STAR Checks were mailed.
- The Assessors have not been informed as to when the rebate checks will be mailed.
- The assessment file has been delivered to the County for preparation of the tax bills.

Police:

- 52 patrol shifts, 355 reportable activities and 305 property checks.
- PO Lail switched the lights to flashing.
- Chief Neumann participated in a lock down drill at BCS.

**Councilmember Susan Wilson**

Planning/Zoning:

- The Planning Office for the month of October collected fees in the amount of \$696.45 for various items including Certificates of Compliance, Septic Permits, Variances, Stormwater Permits and Copies/Searches.
- Pam, Mitzi, Mike and I continue to meet with Jim Martin to review of the zoning code update.

Library:

- The library will be holding their second monthly Movie Night on Saturday, November 18<sup>th</sup> from 6:00 to 8:00 PM. This is a joint program with the library and the Bolton After School Program and is a fund raiser for the After-School Program. The movie they will be showing is Captain Underpants and it is open to children in the pre-school program through 6<sup>th</sup> grade. The cost is \$6.00 per child and there is food and drink concession available to purchase snack items.

## **Councilmember Cheryl Bolton**

### Highway Department:

- Highway Superintendent scheduled off since 9/27/17 and is to return in mid to late December.
- Meeting September 25, with Councilmember Bolton, Councilman Coon, both Superintendent and Deputy Superintendent.
- Highway staff – 7 man crew accomplished the following with covering long term scheduled vacation bringing the crew down to 6 staff members:
- Attend Salt Summit – Councilman Bolton, Deputy Superintendent and Supervisor – excellent content and material provided with results tracked by data
- Hosted a meeting with liaison, Councilmember Bolton, Bill Lamy, Dave Wick to review the Draft of the Model Plan for Snow and Ice Control for the Town of Bolton will be entering into after board reviews and adopts at the December Meeting.
- Matt and Cheryl have reviewed the document and she will update the Supervisor for review.

### **Blacktopped and repaired the following:**

- All road project stripping pending weather and waiting on contractor – PO processed.
- Church Hill 4/10 of a mile Blacktopped.
- East Schroon River – refurbished and reclaimed road with Item #4 gravel, Binder and Blacktopped – approx. 2900 feet - Full safety update with guiderail system.
- Wall Street original project completed, and additional project added in October of approx. 4800 feet to end construction at town line – complete with cold mill and place as well as top coat - Safety update with guiderail system.
- Safety update with guiderail system (Sept) 1000 ft. Edgecomb Pond.
- Repaired Finkle Rd - adding stabilization fabric and material (#4) and paved with top coat.
  - *Special thanks to Deputy Superintendent with assisting the transition and repair of the outdated guide rail and update section.*

### **Additional Projects:**

- Assisted neighboring towns, Warrensburg, Thurman, and Chester with transportation of material.
- Padanarum Bay way opened – grated, rakes and material add- Item #4.
- Landfill maintenance – rental of bulldozer to remove composed pile, widened road at northern end for safety, installed 80ft culvert to elevate drainage issue, indicated paving of landfill area for improved safety and customer access.
- Organized tree removal on Wall Street and New Vermont Rd.

### **General maintenance**



- raking and grading road to prepare for the upcoming season.
- Street sweeping and leave removal from town streets.
- Preparing equipment for upcoming season.
- Clean up from the wind storm on the Monday 10/30/17.

### **Future projects**

- Further removal of brush from landfill to Bolton pit.
- Review of existing plow to improve clear surface during bad weather.
- Brine application training and implementation.
- Review usage of new live edge plow.

### Water Department:

- Total flow to distribution for the month of October is 6,768,148 gallons.
- Monthly total coli-form tests were taken according to the sampling schedule.
- Bi- Weekly Enumerated E coli. Samples from source water were taken according to sample schedule.
- Responded to several U.F.P.O. requests.
- Conducted all general maintenance and grounds work around plant and PRV pits.
- Continuing efforts to update water meters in town by installing radio read heads.
- Conducted quarterly water meter readings.
- On 10-16-2017 the entire town's fire hydrants were flushed, and the water was noticeably cleaner, which is a reflection of good operation of the water treatment plant and the distribution system.
- Monthly dam inspection was completed on 10/28/17.
- On 10-11-2017 and 10-12-20-17 Kingsley Excavating removed an old fire hydrant that was located by Carries motel and replaced a fire hydrant by Melody Manor.

### Sewer Department:

- The plant took in 3,585,950 gallons of wastewater for a daily average of 115,676.
- Casella hauled 32,000 gallons of sludge.
- Repaired the concrete distribution box for the lower percolation beds.
- Keeping up on all general maintenance around the plant and the pump stations.
- Performing all seasonal maintenance on Wastewater equipment at the plant and all pump stations.
- During a routine inspection and operation of the main pump station generator it was noticed that the low temp. Sensor was tripped. Milton Cat changed the thermostat.
- Flushed entire town's fire hydrants with the Water department.
- Cedarwood continues to work with the Wastewater department on process control.

- During a test of the back-up float system at the main pump station it was discovered that it was not functioning properly. ACS control is scheduled to make the repair.
- Put snow blower attachment on cub cadet tractor.
- Changed oil in the upper bearings of the rotary distributor in the trickling filter.
- Performed service on the sewer jet.

#### Town Clerk:

- Clerk's office along with their regular duties has been reviewing billing process as well as evaluating current billing software. Both the Clerk and Deputy will be accompanying Councilmember Bolton to review updated software with a stronger reporting capability in the next few weeks.
- Through collaboration with the Water Dept. the processing of the current Water and Sewer Billing has been brought to a close and printing and mailing will take place tomorrow.

#### Buildings & Grounds:

- Bathrooms shut down by end of week.
- 54' of sidewalks repaired.
- Poured slab for out storage building at Transfer Station.
- Seasonal cleanup and Fall/Winter prep.
- Arranged to have plow to be installed on new truck.
- Quotes for Senior roof repair.
- Subaru transferred from Zoning Department to Buildings & Grounds for cleaner.
- Arranged for floating dock removal within the next 2 weeks.
- Upper field maintenance.
- Organized and inventoried maintenance shop.
- Spray liner on new truck to assist with new brine processing.

#### 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.
- Insurance Reports.
- Personnel.
- Correspondence.
- Notarized documents for many different individuals.
- Grants.
- Updating Vehicle lists.
- Updating Personnel files.
- Quarterly Reports.
- BUDGET.

- Project quotes.

Councilmember Bolton stated that there will be a NYS Retirement visit on December 7<sup>th</sup> that she is requesting that all staff be present for. They will be here at 9am for about 1.5 hour open meeting. There will be a signup sheet for any town employee to discuss retirement planning.

#### Personnel:

- Staff evaluations are being completed and will be reviewed with department heads and board liaison prior to Dec. board meeting. Staff training, project plans and indication of work order plans will be in a final draft mode for board review, as of January.

#### Technology Update:

- Review of IT updates and server maintenance is under way in conjunction with Chris LaFountain. New PC s, software and hardware have begun to be delivered. The update in Supervisor's and Clerk's office of dual monitor's allocation will be complete by end of year. Full IT and training objectives will be outlined prior to yearend.

#### Supervisors Report:

- Revenue: \$95,843.66
- Expense: \$820,567.56
- Met with LGPC last week with Councilmember Wilson, Atty. Muller and Pam Kenyon to go over their proposed stormwater regulations. He is encouraged by the process they are involved with now. Councilmember Wilson stated that the LGPC is taking a different approach than the last time and she is very encouraged with this more positive take on stormwater regulations.
- New curb should be completed within the next few days by the Dula Parking Lot.

Supervisor Conover read his budget letter into the minutes:

I am pleased to report that the 2018 Town of Bolton Budget maintains the Town of Bolton property tax rate at just under .52 cents per thousand. This was largely made possible by an improving economy resulting in an overall improving revenue picture. The 2018 Town of Bolton tax rate per 1000 of assessed value is unchanged at approximately .5187 cents per thousand of assessed value.

The Highway Fund appropriation for 2018 is \$1,985,387 down slightly from the 2017 appropriation of \$2,040,387. Funds budgeted for highway improvements have been maintained at \$500,000 for 2018. As in previous years the Board will revisit our highway expenditure plan and if possible expand on it should the economy and revenue picture permit. Our budgeting strategy to not only gradually increase highway improvement appropriations over the past few years plus expand our appropriations, as finances allow, has made it possible to undertake an ambitious amount of highway work and upgrades to our highway equipment. We have also included a line item for Japanese Knotweed work along our roadways. In addition, we have allocated \$10,000 in the General Fund for additional

invasive work through the Bolton Invasive Plant Program. Our long-term goal continues to be the eradication of Japanese Knotweed from our community.

The general fund appropriation for 2018 is \$3,273,481 up slightly from the 2017 appropriation of \$3,263,370. Included in the 2018 budget is \$175,352 to Bolton EMS up \$6,852 from 2017. The 2018 EMS budget was prepared in part based on current levels of volunteers. Within the past two days I have been informed that these budget levels anticipated utilizing some volunteers in 2018 and that the use of volunteers for these positions may not be possible in 2018. As a result, should the squad not replace these volunteers it may be necessary to hire additional personnel. I will certainly keep the Board posted on this development as we move forward. There has been much discussion in the news recently regarding the challenge of providing EMS services to rural areas in Warren and Essex Counties and I anticipate this discussion will not only continue but accelerate in 2018.

Our lighting district continues to experience lower operating costs resulting from the change from mercury to sodium vapor lights and the purchase of new more energy efficient street lights and the elimination of some light standards. As a result, the lighting district appropriation for 2018 is \$31,000. In 2018 we will continue our program to gradually replace costly outdated lighting standards to new more efficient dark sky compliant lighting.

The 2018 Water District budget has no increase in water rates for 2018 and our appropriation for 2018 is \$440,100 up \$10,000 from last year. Our program to move to radio read meters will continue in 2018 as well as identifying and fixing leaks. For 2018 we are projecting a slight increase in water consumption from 2017 levels. In addition, we will continue to do everything possible to ensure that the Water District operates in an efficient and financially responsible manner, that improvements are made in a timely manner and that a quality product is delivered to our customers. Also, we will continue to seek State grant funding to assist with needed improvements.

The 2018 Sewer District budget includes a .15 cent per thousand gallons use increase in the sewer rate. The minimum charge is unchanged from 2017. The 2018 sewer district appropriation is \$366,500. While much progress has been made with the Sewer District, we have more work to do and we look forward to continuing the program to upgrade our plant and collection system and achieve financial sustainability. No one likes raising fees, however, use of a limited sewer fund balance is not advisable and additional funding is needed to pay back project loans scheduled for 2018 plant upgrades.

Overall, the Bolton Town Board has prepared a solid 2018 Budget. We have adopted conservative revenue projections and a responsible expenditure plan. It is an expenditure plan that provides the level of service that residents expect, supports our community organizations, contributes to the protection of Lake George, upgrades our infrastructure, protects our residents and visitors, and replaces aging equipment. As always, we will keep a watchful eye on all revenue and expenditure line items as we finish this year and move into 2018. The Town of Bolton continues to be in excellent financial shape and we will work to ensure that continues.

During the budget discussions the Town Board completed a line by line review of the tentative 2018 budget and their advice and assistance is vital. It is very much a team effort and I thank the Board for their hard work and contributions. Finally, my thanks to the Town Departments for preparing clear and precise budget proposals for 2018. Their experience and dedicated service to our community is greatly appreciated and a special thank you to Town of

Bolton Bookkeeper, Mariann Roberts-Huck for her excellent work in the preparation of the 2018 tentative and preliminary budget. It is very much appreciated.

### New Business

- Resolution to authorize seasonal road closing for the Town of Bolton as follows: Notice is hereby given that Water Plant Road from Susan Huck property to Potter Hill Road and Padanarum Road from Comstock Road to Wardsboro Road will not be maintained by the Town of Bolton Highway effective December 1, 2017 through April 1, 2018 and that the Town Clerk be authorized to place a public notice to this affect.

### **RESOLUTION #267**

Councilmember Bolton moved, seconded by Councilmember Coon to authorize seasonal road closings for the Town of Bolton as follows: Notice is hereby given the Water Plant Road from Susan Huck property to Potter Hill Road and Padanarum Road from Comstock Road to Wardsboro Road will not be maintained by the Town of Bolton Highway effective December 1, 2017 through April 1, 2018 and that the Town Clerk be authorized to place a public notice to this effect. All in Favor. Motion Carried.

- Resolution to declare the following vehicle as surplus and authorize the Town Clerk to advertise a notice for bids:
  - 2000 Ford F550 vehicle identification # 1FDAF57F9YEE08243.

### **RESOLUTION #268**

Councilmember Bolton moved, seconded by Councilmember MacEwan to declare Building & Grounds 2000 Ford F550 truck, vehicle identification # 1FDAF57F9YEE08243 as surplus and authorize the Town Clerk to advertise a notice for bids. All in Favor. Motion Carried.

- Resolution authorizing the 5K Turkey Trot in the Town of Bolton on Saturday, November 18, 2017, finishing at Veterans Park.

### **RESOLUTION #269**

Councilmember MacEwan moved, seconded by Councilmember Bolton to authorize the 5K Turkey Trot to take place in the Town of Bolton on Saturday, November 18, 2017, starting and finishing at Veterans Park. All in Favor. Motion Carried.

- Resolution authorizing the Supervisor to enter into agreement with Business Automation Services for a backup, disaster recovery & business continuity network upgrade.

Councilmember Bolton stated this was an update to the Town's back up system recovery plan and gives us an onsite backup as well. This is a much needed upgrade.

**RESOLUTION #270**

Councilmember Bolton moved, seconded by Councilmember Wilson to authorize the Supervisor to enter into agreement with Business Automation Services for a backup, disaster recovery & business continuity network upgrade. All in Favor. Motion Carried.

- Resolution authorizing the use of the Cross Street Parking Lot by the Farmers Market for the summer of 2018 every Friday 9am to 2pm from June 29 to August 31, 2018 for a total of 10 weeks.

Supervisor Conover stated they would also be utilizing some space around the Town Hall.

**RESOLUTION #271**

Councilmember Bolton moved, seconded by Councilmember Coon to authorize the use of the Cross Street Parking Lot by the Farmers Market for a total of 10 weeks in the summer of 2018, every Friday 9am to 2pm from June 29 to August 31, 2018. All in Favor. Motion Carried.

- Resolution to adopt a new road name for a private roadway within the Diamond Ridge Subdivision as Tranquility Trail.

**RESOLUTION #272**

Councilmember Wilson moved, seconded by Councilmember MacEwan to adopt a new road name for a private roadway within the Diamond Ridge Subdivision as Tranquility Trail. All in Favor. Motion Carried.

- Resolution to authorize the use of the Cross Street Parking Lot for the Bolton Craft Fair for 2018 on May 26th and 27th, set up on Friday the 25th after 5:00pm, July 7th and 8th with set up on July 6th after 5:00pm, August 11th & 12th with set up on August 10 after 5:00pm and September 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> with setup on August 31<sup>st</sup> after 5:00pm and October 6<sup>th</sup>, 7th & 8th with setup on October 5th after 5:00pm (Approval contingent on vendors parking at the school or firehouse parking lot and appropriate insurance provided naming the Town of Bolton as additional insured in such amount and form as approved by the Town Attorney).

Supervisor Conover stated that it is important that they do not set up until after 5:00pm.

**RESOLUTION #273**

Councilmember Coon moved, seconded by Councilmember MacEwan authorizing the use of the Cross Street Parking Lot for the Bolton Craft Fair for 2018 on May 26<sup>th</sup> and 27<sup>th</sup>, set up on Friday the 25<sup>th</sup> after 5:00pm, July 7<sup>th</sup> and 8<sup>th</sup> with set up on July 6<sup>th</sup> after 5:00pm, August 11<sup>th</sup> & 12<sup>th</sup> with set up on August 10 after 5:00pm and September 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> with setup on August 31<sup>st</sup> after 5:00pm and October 6<sup>th</sup>, 7<sup>th</sup> & 8<sup>th</sup> with setup on October 5<sup>th</sup> after 5:00pm (Approval contingent on vendors parking at the school or firehouse parking lot and appropriate insurance provided naming the Town of Bolton as additional insured in such amount and form as approved by the Town Attorney). All in Favor. Motion Carried.

**Public in Attendance**

Councilmember MacEwan stated that there was a very large hole on Horicon Avenue just before Maple Street. Councilmember Bolton stated she believed that Tom French II had been in contact with Warren County to have it repaired. She said she would check on this and questioned one on Second Street too.

**RESOLUTION #274**

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

**AMENDED TRANSFERS FOR OCTOBER 2017**

<b>To</b>	<b>From</b>	<b>Amount</b>
<u>GENERAL:</u>		
1355.1 Assessor PS	1355.4 Assessor CE	\$727.00
7110.1 Parks PS	5650.1 Park Attend PS	\$1,850.00

**ADDITIONAL TRANSFERS:**

\$6,000.00 to be transferred to Sewer Cap Reserve from the Sewer District Fund Balance for Abstract 10

**RESOLUTION #275**

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

**TRANSFERS FOR NOVEMBER 2017**

<b>To</b>	<b>From</b>	<b>Amount</b>
<u>GENERAL:</u>		
1220.1 Supervisor PS	1220.2 Supervisor EQ	\$600.00

1330.1 Tax Collector PS	1990.4 Contingency	\$1,100.00
1355.1 Assessor PS	1990.4 Contingency	\$2,000.00
1355.4 Assessor CE	1990.4 Contingency	\$4,000.00
1410.1 Town Clerk PS	1910.4 Unallocated Ins	\$9,500.00
1650.4 Central Comm CE	1670.4 Central Print/Mail CE	\$902.00
3510.4 Dog Control CE	3510.1 Dog Control PS	\$2,000.00
7110.1 Parks PS	1990.4 Contingency	\$3,000.00
7110.4 Parks CE	1620.4 Buildings & Grounds CE	\$5,000.00
7140.4 Recreation CE	7140.1 Recreation PS	\$3,270.00
8160.1 Refuse/Garbage PS	1990.4 Contingency	\$2,000.00
8510.1 Comm Beautification PS	1990.4 Contingency	\$200.00

**HIGHWAY:**

5110.4 General Repairs CE	5112.2 Perm Improvement EQ	\$39,148.00
5130.4 Machinery CE	5112.2 Perm Improvement EQ	\$15,355.00
5140.4 Brush & Weeds CE	9730.7 Bond Ant Interest	\$2,626.00
9010.8 State Retirement	9730.6 Bond Ant Principal	\$15,320.00
9010.8 State Retirement	9730.7 Bond Ant Interest	\$2,000.00

**LIGHTS:**

5182.4 Lighting CE	Fund Balance	\$2,500.00
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**WATER:**

8310.4 Administration CE	8310.2 Administration EQ	\$4,700.00
8330.4 Purification CE	1990.4 Contingency	\$2,786.00
8340.4 Trans/Distribution CE	1990.4 Contingency	\$7,015.00
9030.8 Social Security Town Share	9050.8 Unemployment	\$1,000.00
9060.8 Medical Ins Town Share	9010.8 State Retirement	\$1,576.00

**SEWER:**

8130.4 Sewage Treatment CE	8110.1 Administration PS	\$7,100.00
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**ADDITIONAL TRANSFERS:**

\$3,500.00 to be transferred to Sewer Cap Reserve from the Sewer District Fund Balance for Abstract 11

**RESOLUTION #276**

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

**PAY THE BILLS:**

	Voucher	Amount
Mid Abstract 10A		



General	1480-1518	\$3,542.56
Hwy	496	17.35
Sewer	324-331	2,446.75
Water	266-269	1,158.31
Lights	44-45	73.93

Abstract 11

General	1414-1479 1519-1565	\$172,858.80
Highway	460-495 497-521	242,903.39
Sewer	303-323 332-344	21,949.44
Water	246-265 270-284	31,866.43
Lights	46-47	1,911.16
Tourism	44-47	9,340.25
Special Ballfield	13-14	12,388.04
Sewer Improvement Project	1	1,050.00
Waste Water Cap	7	3,480.00

Executive Session: None

Councilmember Bolton stated that the last day of 7 days a week at the Transfer Station is Sunday, December 3<sup>rd</sup>.

**RESOLUTION #277**

Councilmember MacEwan moved, seconded by Councilmember Coon Adjourn. All in Favor. Motion Carried.

Adjourn: 6:40pm

Minutes respectfully submitted by:

Jodi Connally  
Town Clerk

Katie Persons  
Minute Taker