

REGULAR MEETING  
BOLTON TOWN BOARD

October 3, 2017

Regular Meeting:

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

Meeting Call to Order: 6:00 pm.

Pledge: Cheryl Bolton

Minutes:

- Approve the Minutes of the regular Town Board Meeting held September 5, 2017.

**RESOLUTION #234**

Councilmember MacEwan moved, seconded by Councilmember Bolton to approve the minutes of the regular Town Board Meeting held September 5, 2017. All in Favor. Motion Carried.

Public Hearings:

Public Hearing regarding outdoor sound amplification permit by Scott Matthews representing Bolton Community Church for event at 5 Horicon Avenue, October 22, 2017, 1pm-5pm.

- Resolution regarding outdoor sound amplification permit by Scott Matthews representing Bolton Community Church for event at 5 Horicon Avenue, October 22, 2017, 1pm-5pm.

**RESOLUTION #235**

Councilmember Wilson moved, seconded by Councilmember MacEwan to approve the sound amplification permit for outdoor music by Scott Matthews representing Bolton Community Church for event at 5 Horicon Avenue, October 22, 2017, 1pm-5pm. All in Favor. Motion Carried.

Motion to convene as the Bolton Water District

**RESOLUTION #236**

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

- Resolution authorizing an amendment to Town of Bolton Ordinance #39 entitled “Rules and Regulations of the Water Department of the Town of Bolton, Warren County, New York.”

Zandy Gabriels stated that he did not see this amendment on the website and he feels the Public Hearing should not be closed tonight because that is how he likes to access it. Town Clerk, Jodi Connally stated she had it available in the Clerk’s Office as required by law and Mr. Gabriels has previously always contacted her on any Public Hearing information that he has wanted and she has happily emailed it to him. Supervisor Conover asked if he had made any effort to contact the Clerk’s Office in order to receive this amendment. Mr. Gabriels replied that he had not. He stated that page 7 Section C1 was a concern to him as he felt it would be a monopoly.

Supervisor Conover closed the public hearing.

Supervisor Conover stated this was simply an effort to update the current language. Councilmember Bolton stated she supported the motion to move ahead with the amendment as it was clarification. This information was available at any time in the Clerk’s Office. In the future they can consider adding a process of putting it on the website. This has not been the past practice, but the Board will look into it moving ahead. Councilmember Wilson stated that the items were at cost. Supervisor Conover stated that we have specific vendors that we deal with for the meters and they need to be able to be read by the equipment and programs that the town uses.

**RESOLUTION #237**

Councilmember Bolton moved, seconded by Councilmember MacEwan to authorizing an amendment to Town of Bolton Ordinance #39 entitled “Rules and Regulations of the Water Department of the Town of Bolton, Warren County, New York” as presented. 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.

Supervisor Conover stated that they do this every year.

**RESOLUTION #238**

Councilmember Wilson moved, seconded by Councilmember Bolton to authorizing the re-levy of outstanding 2017 receivables in the Town of Bolton Water District on the 2018 Warren County tax bills. All in Favor. Motion Carried.

Motion to convene as the Bolton Sewer District

**RESOLUTION #239**

Councilmember Bolton moved, seconded by Councilmember Wilson to convene as the Bolton Sewer District. 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.

**RESOLUTION #240**

Councilmember Bolton moved, seconded by Councilmember MacEwan to authorizing the re-levy of outstanding 2017 receivables in the Town of Bolton Sewer District on the 2018 Warren County tax bills. All in Favor. Motion Carried.

Motion to reconvene as the Bolton Town Board

**RESOLUTION #241**

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

**Public in Attendance:**

Pastor Scott Matthews of the Bolton Community church introduced himself to the Board and thanked them for all that they do.

Jane Gabriels spoke on the following:

- The Chateau did a beautiful job with the noise this summer.
- The music at the Salamone property last weekend was super noisy and along with the very loud fireworks that were echoing through the night. Supervisor Conover stated they would check the record to see if a permit was issued. Councilmember Wilson stated the Town of Bolton has no control over fireworks any longer. She believes something was changed in the law because it is in the Adirondack Park.

Zandy Gabriels

- The music at Salamone property was too loud and a sound permit does not justify it being this loud and disruptive to the neighbors.
- Questioned the use of “DPW” in an upcoming resolution and stated the Town does not have a DPW. Supervisor Conover stated this was the Highway Department.
- He asked if they were considering putting the Parks Department in the old Highway Department. Supervisor Conover stated this may be an option, nothing has been decided at this time.

Mary Owens

- Thanked everyone for the Vietnam Memorial Moving Wall.

Correspondence:

- Studio A Landscape regarding Space Planning Study for Town DPW Facilities.
- Mayor Blaise, Student Connection monthly report.
- Sally Neely & Sue Riter donation to Community Center in Ted Caldwell's name.
- Studio A invitation to celebrate their new office.
- American Legion Post 961 notification of firework display 9/23/2017.
- Lake George Club notification of firework display 9/16/2017.
- Mayor Blaise regarding email from international exchange student thanking the Student Connection for caring and enhancing all of the students' experiences.
- Jamie Brown of the LGLC regarding successful Smart Growth Grant for the revitalization effort of Schumann Preserve at Pilot Knob.
- Deanne Rehm regarding Pickle Ball and out of service hydrant.
- NYMIR annual report.
- NYS Agriculture and Markets Dog Control Inspection Report.
- Don Daley of Lake George Island Boat Tours regarding use of public docks.
- Bolton Free Library thank you card.
- LGLC Conservation Interest Monitoring Report.
- Hal Heusner letter of appreciation to all the contributors and volunteers for the Vietnam Memorial Wall.
- Bolton Central School Key Club letter of appreciation to the Town Clerk's Office for the 2<sup>nd</sup> annual food drive benefitting the school's backpack program.
- Linda Bennett Thank You card to the men & women of Bolton for bringing the Vietnam Moving Wall to Bolton.
- Bambi Monroe, Bolton After School Program regarding annual Halloween party. *This was taken care of with a private donation.*
- Santores World Famous Fireworks regarding fireworks at the Lake George Club on 10/20/2017.
- Santores World Famous Fireworks regarding fireworks at the Sagamore Resort on 10/13/2017.

**Committee Reports:**

**Councilmember Robert MacEwan**

Justice Court:

- During the month of September 2017, Judge Harry Demarest took in \$5,173.00 and Judge Edward Stewart took in \$3,637.00. Total monies forwarded to the Town of

Bolton amounted to \$8,810.00. There are itemized lists located in the Court if anyone desires to look them over.

Recreation Department:

1. Recreation Center:
  - A. The Recreation Center re-opened on September 12. The newly revised Recreation Center Handbook and appropriate release forms are available online.
  - B. Attendance
  - C. Calendar-See reverse. The recreation center calendar is available on the BCS website as well as the Town website
2. Summer Programs-NA
3. Winter Programs
  - A. The dates and rates for the Gore Regional school program have been set. The dates for registration will be November 1-December 8, 2017. The program dates are Thursday/Friday 1/4-2/9, 2017 and Sundays 1/7-2/25, 2018 no program on 1/14 or 2/18. The rates are as follows and there was no increase from last season to this season.

**Thursday/Friday Program**

Lift and lesson	\$160
Lift, lesson, rental	\$268
Lift, lesson, helmet only rental	\$202
Pass holder rate (lessons only) *	\$85

**Sunday Program**

Lift and lesson	\$199
Lift, lesson, rental	\$307
Lift, lesson, helmet only rental	\$241
Pass holder rate (lessons only) *	\$100

4. A few of the commission members wonder if a new fence or self-closing gate could be installed at Veteran's Park behind the restrooms to hide the items stored back there

Transfer Station:

- Total for month \$8,502.00
- Spring Clean Up cards \$5,408.00.
- Mowed, weed whacked and took brush down by fence.
- Spread item 4
- Cleaned up around refrigerators and leaf pile.

- Sent 30 yds. of tires to the burn plant.
- Building needs work.

The Board talked about the Highway Department pushing back the leaf pile and fixing the area with left over asphalt along with repaving the whole area at some point. Councilmember Bolton stated they have scheduled this in their work program.

### **Councilmember Susan Wilson**

#### Planning/Zoning:

- The Planning Office for the month of September collected fees in the amount of \$995.25 for various items including Certificates of Compliance, Septic Permits, Variances, Site Plan Reviews, Stormwater Permits and an After the Fact Fee.
- 27 Site Visits were performed.
- Pam, Mitzi, Mike and Is met with Jim Martin to continue review of the zoning revisions.

#### Library:

- The library audit is complete and will be available for review at the library.

#### Vietnam Moving Wall:

- One of the visitors to The Wall, Dennis Galloway from Lake George – who has been a member of his local American Legion for 69 years, asked me to share with the Bolton Community that there will be no fee to drive up Prospect Mountain on November 5<sup>th</sup> and 6<sup>th</sup> in honor of all veterans.
- There were so many volunteers and donors who helped in so many ways it would be difficult to name them all here this evening but I did want to mention one young man who impressed many of us. Jaidyn Hill, a 9<sup>th</sup> grade Bolton student, came to visit The Wall with his grandparents and stayed throughout most of the day on Saturday. He spent hours helping people find specific names and providing them with information he read in the brochure. And, he did it with patience and compassion.
- The outpouring of support from Bolton residents and business owners was amazing. We also had non-Bolton residents and businesses who generously gave their time, supplies or services to assist.
- Working with the members of our local American Legion was an honor. The entire experience is something I will never forget, and that's the purpose of The Wall – to never forget those 58,318 men and women. This was Bolton at its finest.

### **Councilmember Cheryl Bolton**

#### Highway Department:

- They met to do a work program throughout the end of the year as Bill will be out for about 8 weeks.
- They will be working on the landfill.
- Work is being conducted on Wall Street.

### Water Department:

- Total flow to distribution for the month of September is 7,749,296 gallons.
- Monthly total coli-form tests were taken according to the sampling 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.
- Edgecomb pond had a copper sulfate treatment on 9/3/17
- Removed all sludge from decant tank to freeze beds.
- On 9/30/17 we responded to an emergency call and found the telephone line to the water plant auto dialer went down. Called in version and fixed the line at the pole.
- Maintenance done to Cl2 analyzer system including pump and underground line to clear well.

### Sewer Department:

- The plant took in 4,336,010 gallons of wastewater for a daily average of 144,534.
- Casella hauled 32,000 gallons of sludge.
- Changed broken soda ash line.
- Changed broken manhole ring on manhole #88.
- Installed new chlorine pump.
- Installed new Soda ash line into the reject tank overflow.
- Assisted the Highway in paving spots on Norowal road.
- Pumped both sides of the clarifier down and inspected all parts.
- Installed new chlorine day tank.
- Built new ramp for chemical delivery doors.
- Found operating nut on sludge valve for the North side of the clarifier broken. The old broken nut was removed and a new pin was installed.
- Keeping up on the general maintenance around the plant and the pump stations.
- Cedarwood Engineering continues to work with the Wastewater personnel on process control at the Wastewater plant.

### Town Clerk:

- Sold 67 hunting/ fishing licenses in the month of September
- 460 total hunting /fishing licenses sold this summer, May to September. Previous to Anne's Bait and Tackle closing, this office sold just 24 licenses in the entire summer of 2014.
- Preparations have begun for the October water billing.
- We are making progress working with the Water Department upgrading to the new radio read meters.
- The distribution of the Smart bulbs is still going strong, along with the resident clean up cards.
- 2<sup>nd</sup> annual food drive to benefit the schools backpack program was very successful.
- 10 marriage licenses.

- Dog Licenses and renewals.
- FOIL requests.
- Multiple copies and faxes.
- Notarized numerous documents.
- Took delivery of Parks Department new truck and prepared order for the new truck for the highway department.
- Prepared and entered invoices for payment.
- Balanced monthly abstracts.
- Ordered supplies for various departments.
- Issued numerous purchase orders.
- Sold \$2574.00 in landfill tickets at the Clerk's counter.
- Deposited \$2523. from Landfill ticket sales sold at the Landfill.
- Balanced three monthly bank statements.
- Reservations at Community Center, inquiries and rentals.

#### 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.
- Personnel.
- Incident Reports
- Correspondence.
- Notarized documents for many different individuals.
- Grants.
- Updating Vehicle lists.
- Updating Personnel files.
- Quarterly Reports.
- Met with Insurance Auditor.
- Attended New York State Retirement classes.
- BUDGET.

#### Personnel:

- Invited NYS Retirement in for Dec. 7<sup>th</sup> for all town employees.
- Mariann Roberts-Huck, Kate Persons and Councilmember Bolton attended the NYS Retirement training for the online processing.
- Mariann and Councilmember Bolton attended a benefit administration training hosted by Jaeger & Flynn.
- EAP will be on site for management training.

#### Supervisors Report:



- Revenue: \$123,963.62
- Expense: \$501,835.48
- The ballfield has been mowed and looks great.
- Vietnam Memorial Moving Wall was a very moving experience.
- 2018 Budget Process Work Shops.
- Alarm issues at Water and Sewer Plant resolved. *Excellent response by the personnel.*
- Wall Street Project looks great, nice job Bolton Highway Department.
- Town Policy regarding PV pickups at Town Parks. *The town needs to give some serious thought to the whole issue of public vessels picking people up at the parks and the ramifications.*
- Town of Bolton Water district flushing of the hydrants is scheduled for Monday, October 16, 2017.
- We have not received any bids for the curb cut by Dula Parking lot, so we will go back out to bid.

#### New Business

- Resolution reappointing Sue Heusner to a 5 year term on the Bolton Board of Assessment Review. Term to begin October 1, 2017 with a term expiration date of September 30, 2022.

Councilmember Wilson stated she has served at least one term. Supervisor Conover stated he thought she was an excellent appointment.

#### **RESOLUTION #242**

Councilmember Wilson moved, seconded by Councilmember MacEwan to reappointing Sue Heusner to a 5 year term on the Bolton Board of Assessment Review. Term to begin October 1, 2017 with a term expiration date of September 30, 2022. All in Favor. Motion Carried.

- Resolution authorizing the Supervisor to enter into a professional service agreement with Studio A Landscape Architecture, DPC for a Space Planning Study for Town Highway and related facilities in the amount not to exceed \$5,000.

#### **RESOLUTION #243**

Councilmember Bolton moved, seconded by Councilmember Wilson to authorize the Supervisor to enter into a professional service agreement with Studio A Landscape Architecture, DPC for a Space Planning Study for Town Highway Department and related facilities in the amount not to exceed \$5,000. All in Favor. Motion Carried.

- Resolution authorizing the Supervisor to sign a 2017-2018 Annual Renewal Application with NYMIR.

**RESOLUTION #244**

Councilmember MacEwan moved, seconded by Councilmember Bolton to authorize the Supervisor to sign a 2017-2018 Annual Renewal Application with NYMIR. All in Favor. Motion Carried.

- Resolution authorizing the Supervisor to sign the LGLC 2017 annual Interest Monitoring Report on the Pinnacle.

**RESOLUTION #245**

Councilmember Wilson moved, seconded by Councilmember Bolton to authorize the Supervisor to sign the LGLC 2017 annual Interest Monitoring Report on the Pinnacle. All in Favor. Motion Carried.

- Resolution authorizing the Supervisor to sign the LGLC 2017 annual Interest Monitoring Report for the Town of Bolton Water District-Smith property.

**RESOLUTION #246**

Councilmember MacEwan moved, seconded by Councilmember Bolton to authorize the Supervisor to sign the LGLC 2017 annual Interest Monitoring Report for the Town of Bolton Water District-Smith property. All in Favor. Motion Carried.

- Resolution to appoint Brian Humphrey to a 3-year term on the BLDC Board of Directors with term to expire 12/31/2020.

Supervisor Conover stated this was a recommendation by the BLDC Board.

**RESOLUTION #247**

Councilmember Bolton moved, seconded by Councilmember Wilson to appoint Brian Humphrey to a 3-year term on the BLDC Board of Directors with term to expire 12/31/2020. All in Favor. Motion Carried.

- Resolution authorizing the Town Clerk to advertise for a public hearing to be held November 8, 2017 to give consideration to an amendment to Local Law #1 of 2008 entitled "A Local law providing for an exemption to Cold War Veterans from Real Property Taxation in the Town of Bolton".

Town Clerk, Jodi Connally explained that the Governor just extended this exemption. Originally it was for 10 years, so now we would need to amend Local Law #1 to allow for this to continue.

**RESOLUTION #248**

Councilmember Bolton moved, seconded by Councilmember Wilson to authorize the Town Clerk to advertise for a public hearing to be held November 8, 2017 to give consideration to an amendment to Local Law #1 of 2008 entitled "A Local law providing for an exemption to Cold War Veterans from Real Property Taxation in the Town of Bolton". All in Favor. Motion Carried.

- Resolution authorizing the Supervisor to sign 2018 roadway maintenance agreement with Warren County in the amount of \$163,489.37 for snow and ice removal and \$2,469.60 for mowing.

Supervisor Conover stated this was the reimbursement from Warren County to the Town.

### **RESOLUTION #249**

Councilmember Bolton moved, seconded by Councilmember MacEwan to authorize the Supervisor to sign 2018 roadway maintenance agreement with Warren County in the amount of \$163,489.37 for snow and ice removal and \$2,469.60 for mowing. All in Favor. Motion Carried.

- Resolution awarding the bid for cold in-place recycling and installation of top course pavement of 4,600 linear feet of Wall Street to Peckham Road Corporation with a base bid of \$127,205.00 and authorizing the Supervisor to sign all necessary documents related thereto.

### **RESOLUTION #250**

Councilmember Bolton moved, seconded by Councilmember Wilson to award the bid for cold in-place recycling and installation of top course pavement of 4,600 linear feet of Wall Street to Peckham Road Corporation with a base bid of \$127,205.00 and authorizing the Supervisor to sign all necessary documents related thereto. All in Favor. Motion Carried.

- Resolution to authorize the Supervisor to sign an agreement with Peckham Industries related to Church Hill Road.

### **RESOLUTION #251**

Councilmember MacEwan moved, seconded by Councilmember Bolton to table an agreement with Peckham Industries related to Church Hill Road. All in Favor. Motion Carried.

### **Public in Attendance**

Zandy Gabriels:

- Fireworks and the Town's need to take back home rule from the state, the need to know what the required setbacks and parameters are and his belief that they should only be allowed on Fourth of July.
- He would like the Cold War Public Hearing amendment to be posted on the website and he would like to know what the cost impact for this would be to the Town budget?

- Questioning whether the water and sewer reports would be part of the minutes.

**RESOLUTION #252**

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

TRANSFERS FOR OCTOBER 2017

To	From	Amount
<u>GENERAL:</u>		
1355.1 Assessor PS	1355.2 Assessor EQ	\$1,000.00
1650.4 Central Comm CE	1620.4 Buildings & Grounds CE	\$1,000.00
7110.2 Parks EQ	1990.4 Contingency	\$9,165.00
<u>HIGHWAY:</u>		
5130.2 Machinery EQ	9730.6 Bond Anticipation Prin	\$15,000.00
5130.4 Machinery CE	9730.6 Bond Anticipation Prin	\$15,000.00
<u>WATER:</u>		
8330.4 Purification CE	8330.2 Purification EQ	\$1,695.00
<u>SEWER:</u>		
8130.4 Sewage Treatment CE	8110.4 Administration CE	\$8,404.00

**RESOLUTION #253**

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

	Voucher	Amount
Mid Abstract 9A		
General	1355-1394	\$4,019.49
Hwy	444	17.35
Sewer	294-301	2,812.44
Water	239-242	1,093.37
Lights	40-42	553.52

Abstract 10

General	1279-1354 1395-1413	\$68,911.45
Highway	412-443 445-459	248,954.69
Sewer	266-293 302	19,088.32
Water	220-238 243-245	13,516.24
Lights	43	1,347.55
Tourism	42-43	21,455.78
Special Ballfield	12	481.80
Rogers Park Cap	9-10	2,394.94
Waste Water Cap	6	6,090.00

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

**RESOLUTION #254**

Councilmember Bolton moved, seconded by Councilmember MacEwan discuss employment matters dealing with a particular Town of Bolton employee. All in Favor. Motion Carried.

No Action Taken

Adjourn: 6:51pm

Minutes respectfully submitted by:

Jodi Connally  
Town Clerk

Katie Persons  
Minute Taker