

REGULAR MEETING  
BOLTON TOWN BOARD

September 5, 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: Rob MacEwan. Please remain standing for a moment of silence for Harold “Hal” Gaddy, Phyllis LaGoy, Hedwig “Hedy” Neuffer & Carol Shaw

Minutes:

- Approve the Minutes of the regular Town Board Meeting held August 1, 2017.

**RESOLUTION #213**

Councilmember Coon moved, seconded by Councilmember Bolton to approve the minutes of the regular Town Board Meeting held August 1, 2017. All in Favor. Motion Carried.

**BID OPENINGS**

- **BID OPENING ON SURPLUS VEHICLES**
  1. 2002 F250 vehicle identification # 1FTSF31L52EC49773  
Bruce MacFarlane - \$473.00
  2. 2003 GMC 2500HD vehicle identification # 1GTHK24U63E379440  
Bruce MacFarlane - \$523.00  
John Williams - \$577.75
  3. 2004 GMC YUKON vehicle identification # 1GKEK13V04J253806  
Bruce MacFarlane - \$523.00
  4. 2006 F250 vehicle identification # 1FTNF21596EA02349  
Bruce MacFarlane – 522.00  
John Kloss - \$859.00

Public Hearings:

Public Hearing regarding outdoor amplification permit by Jodi Connally & Kirsten Crist for live music at 56 Edgecomb Pond Road-Bolton Conservation Park, Friday-September 29, 2017, 5pm-9pm.

- Resolution regarding outdoor amplification permit by Jodi Connally & Kirsten Crist for live music at 56 Edgecomb Pond Road-Bolton Conservation Park, Friday, September 29, 2017, 5pm-9pm.

**RESOLUTION #214**

Councilmember Wilson moved, seconded by Councilmember Coon to approve the sound amplification permit for outdoor music by Jodi Connally & Kirsten Crist for live music at 56 Edgecomb Pond Road-Bolton Conservation Park, Friday, September 29, 2017, 5pm-9pm. All in Favor. Motion Carried.

Public Hearing regarding outdoor amplification permit by Donna Snyder for live music at 56 Edgecomb Pond Road-Bolton Conservation Park, Sunday-October 8, 2017, 2pm-6pm.

- Resolution regarding outdoor amplification permit by Donna Snyder for live music at 56 Edgecomb Pond Road-Bolton Conservation Park, Sunday-October 8, 2017, 2pm-6pm.

**RESOLUTION #215**

Councilmember Bolton moved, seconded by Councilmember Wilson to approve the sound amplification permit for outdoor music by Donna Snyder for live music at 56 Edgecomb Pond Road-Bolton Conservation Park, Sunday-October 8, 2017, 2pm-6pm. All in Favor. Motion Carried.

Public in Attendance:

Correspondence:

- Bolton Chamber regarding upcoming auction.
- LGLC annual meeting invitation.
- Kelly Bolton regarding washouts on North Bolton Road.
- Wayne Smith with regard to policies for Lake George.
- Ben Thomas, DEC regarding removal of cabin on top of Thomas Mt.
- Brian F. Moon, NYS Dept. of Taxation & Finance final State Equalization Rate for 2017 Assessment Roll.
- Santore's World Famous Fireworks regarding fireworks at 95 Hemlock Point area 8/12/17.

- Santore's World Famous Fireworks regarding fireworks for the Chamber of Commerce 9/2/2017
- Khaled Halabi, National Grid pertaining to pole permit on Stone Place Road.
- Dan Stec letter of support for the Town of Bolton's grant application.
- David J. Decker regarding acknowledgement of June 26, 2017 letter.
- LC-LG Regional Planning Board meeting notice.
- Fred Monroe, Adirondack Park Government Review Board regarding agreement.
- Adirondack Volunteer Firefighters Benevolent Assoc. in regard to the organization and their goals.
- Notification by Harry Demarest regarding change of residence.
- Patricia C Scalera, Chief Executive Officer, New York Rural Water Association notification regarding \$75 per year increase in membership.
- Michael Boesel, President, NYSAOTSOH regarding \$50 increase in annual dues.
- Willow Eyres, Response and Management Coordinator, Bureau of Invasive Species and Ecosystem Health, NYSDEC regarding Hemlock Woolly Adelgid in the Adirondacks.
- Tyson B. Converse, MEO Driver for the Highway Department notice of resignation. *Received with regrets.*
- Bonnie Mulligan, North Brook Village, request to utilize Veterans Parking Lot for evening overflow parking Friday, June 29-30 beginning at 6:30 pm for wedding anniversary parking. *Resolution to follow.*
- Jeffrey Moore regarding removal of Buoy's.
- Tracy Clothier buoy request at Red Rock Bay.
- Susan Amato regarding parking on Sagamore Road.
- Steve Johnson commending Highway Department for work on Wall Street.

### **Committee Reports:**

#### **Councilmember Robert MacEwan**

##### **Transfer Station:**

- Total for month \$11,345.00.
- Spring Clean Up cards \$2,846.00.
- Mowed Lawns.
- Donated sheets and blankets to an animal shelter.
- Donated clothes to Salvation Army.
- Evolution removed the electronics.

##### **Recreation Department:**

1. Recreation Center-
  - A. The Recreation Center Closed on June 15 for the summer, and will re-open on September 12
  - B. Winter Programs-NA

2. Summer Programs-
  - A. Day Camp
    - A. The Department of Health conducted a pre-operational inspection of our Day Camp site and found no violations.
    - B. The DOH conducted two on-site Day Camp inspections in July and found no violations.
    - C. Veteran's Beach and Roger's Beach passed both DOH inspections in August with no violations.
3. Other
  - A. Water testing at all beaches continues to show high quality and passing test results.
  - B. Both beaches will close on Labor Day and be broken down completely by Thursday Sep. 7.

### **Councilmember Tim Coon**

#### Assessor:

- Data inventory questionnaires are continuing to be returned, the office is busy verifying and making needed corrections. The process of getting new photos and checking road names is ongoing. Exemption season is here, the office has sent several letters to property owners.
- Several meetings are being held regarding the new state computer program currently being called V5, ORPTS is asking for the Assessor's feedback. The new internet based system will be available to the local office beginning in 2019.

#### Police:

- 48 patrol shifts, 439 reportable activities and 326 property checks.
- Assisted the LGA with Floating Classroom at Rogers Park Docks.

### **Councilmember Susan Wilson**

#### Planning/Zoning:

- The Planning Office for the month of August collected fees in the amount of \$1,379.00 for various items including Certificates of Compliance, Septic Permits, Variances, Site Plan Reviews, Stormwater Permits and an After the Fact Fee.
- Staff meetings are held daily.
- Staff continues to incorporate the zoning files into the master files.
- One meeting was held with Jim Martin to discuss zoning revisions.

#### Library:

- I would like to extend my congratulations to the Bolton Library Board of Directors for another very successful Dancing Under the Stars Gala. I would also like to thank the many volunteers who share their time and talents to help make this event happen. Year after year it gets better and better and it not only helps the library financially but it brings the community together for an enjoyable evening.

### Vietnam Moving Wall:

- The Vietnam Moving Wall Committee will arrive in Bolton on September 20<sup>th</sup> and will be set up on September 21<sup>st</sup>. The Wall will be escorted to the park by members of the Warren County Sheriff's Motorcycle Unit. Opening Ceremonies will be Friday, the 22<sup>nd</sup> at 8:30 AM. During those ceremonies, at approximately 10:15 AM there will be a flyover by U.S. Air Force C-130. The Wall will then be open to the public 24 hours a day until the closing ceremonies on Monday, September 25<sup>th</sup> at 9:00 AM. We are still in need of volunteers to serve as guides. If you can help please contact Jodi in the Town Clerk's office.

### **Councilmember Cheryl Bolton**

#### Highway Department:

- Sent trucks to several local Highway Departments for hauling.
- Finish replacing culverts on Wall St.
- Mowing several roads.
- Grading and raking dirt roads.
- New guard rail on Edgecomb Pond Road and repaired guard rail on Wall St.
- Sweeping streets.
- Started paving on Wall St. and should be done today. *Delayed until Monday due to weather.*

#### Town Clerk:

- Issued 1545 Resident stickers over the summer.
- Sold 131 hunting/ fishing licenses.
- Collected over \$185,000.00 in Water / Sewer rents.
- 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.
- Issuance of 1129 spring cleanup cards to date.
- Deposited \$14,921.00. in park tickets
- Dog Licenses and renewals.
- FOIL requests.
- Multiple copies and faxes.
- Notarized numerous documents.
- Prepared and entered invoices for payment.
- Balanced monthly abstracts.
- Ordered supplies for various departments.
- Issued numerous purchase orders.
- Sold \$5,100.00 in landfill tickets at the Clerk's counter.
- Deposited \$3,911. from Landfill ticket sales sold at the Landfill.

- Deposited \$2,031.00 from Landfill C&D sales.
- Balanced three monthly bank statements.
- Reservations at Community Center, inquiries and rentals.
- Cleaning files in accordance with the MU1.

Councilmember Bolton stated they have been going through a technology review of the software and they are looking at new software across the Clerk's Office and it will tie in with other offices as well. She would like to thank Jodi Connally for the time she has spent on that. Everyone in the office has been helpful.

- In October, we will start annual evaluations, which is a program that was started last year.
- Staffing plans for all departments should be completed by September 25th.
- Memos will be issued for leave time updates for planning purposes. Out of the office notifications will be done by emails.
- She would like to request that the Board be very mindful of budgeting for technology and training.
- The software updates from the State are rolling out.
- She is doing a technology report throughout.

#### Supervisors Report:

- Revenue: \$2,297,279.71
- Expense: \$799,783.39
- Farmers Market: Excellent Season, very happy with their new location.
- DEC has notified the town that 5mph zones on Lake George need local legislative authority. *We are waiting for a list at this time.*
- 2018 Town of Bolton Budget preparation is underway.
- Bolton Equalization Rate is unchanged at .93 from last year.
- Attended the Warren County Soil & Water meeting and toured a number of projects that were done in the Town of Bolton. *Everyone was amazed at what was accomplished at the new ballfield that Soil & Water were involved in.*

#### New Business

- Resolution authorizing the supervisor to retain the LA Group for soliciting & preparing bid proposals for cold in-place recycling and installation of top course pavement of 4,600 linear feet of Wall Street in the amount not to exceed \$500.00.

#### **RESOLUTION #216**

Councilmember Bolton moved, seconded by Councilmember Coon to authorize the Supervisor to retain the LA Group for soliciting & preparing bid proposals for cold in-place recycling and installation of top course pavement of 4,600 linear feet of Wall Street in the amount not to exceed \$500.00. All in Favor. Motion Carried.

- Resolution authorizing an agreement in the amount of \$300 with the Adirondack Park Local Government Review Board for September 2017 through September 2018.

Supervisor Conover stated this was a great organization that represented the towns at the Adirondack Park Agency.

**RESOLUTION #217**

Councilmember Coon moved, seconded by Councilmember MacEwan to authorize an agreement in the amount of \$300 with the Adirondack Park Local Government Review Board for September 2017 through September 2018. All in Favor. Motion Carried.

- Resolution authorizing the Supervisor to accept change order #5 for the continuation of the zoning update with the LA Group in an amount not to exceed \$7,500.

**RESOLUTION #218**

Councilmember Wilson moved, seconded by Councilmember Bolton to authorize the Supervisor to accept change order #5 for the continuation of the zoning update with the LA Group in an amount not to exceed \$7,500. All in Favor. Motion Carried.

- Resolution authorizing the Supervisor to enter into a professional service agreement with the L.A. Group for modification to curb and sidewalk on Route 9N for \$4,650.

Supervisor Conover stated that this curb is in the area in front of the new Brew Pub.

**RESOLUTION #219**

Councilmember Coon moved, seconded by Councilmember MacEwan to authorize the Supervisor to enter into a professional service agreement with the L.A. Group for modification to curb and sidewalk on Route 9N for \$4,650. All in Favor. Motion Carried.

- Resolution authorizing the Supervisor to enter into a professional service agreement with the L.A. Group for bridge replacement on Padanarum Road at a cost of \$10,500.

Supervisor Conover stated there are 2 bridges in need of repair and or replacement on this road. They will need to explore the options and approach this with some care.

**RESOLUTION #220**

Councilmember Bolton moved, seconded by Councilmember Coon to authorize the Supervisor to enter into a professional service agreement with the L.A. Group for bridge replacement on Padanarum Road at a cost of \$10,500. All in Favor. Motion Carried.

- Resolution authorizing the Town Clerk to advertise a notice for a public hearing as prepared by the Town Attorney relating to updates in Bolton Water District Regulations.

Supervisor Conover stated the regulations need to be updated, and they have been working on this since last year. Councilmember Bolton stated they need to update the verbiage. Supervisor Conover stated they also could consider legislation that would allow them to consider certain amendments to the regulations by resolution of the Board without a public hearing.

### **RESOLUTION #221**

Councilmember Bolton moved, seconded by Councilmember Coon to authorize Town Clerk to advertise a notice for a public hearing as prepared by the Town Attorney relating to updates in Bolton Water District Regulations. All in Favor. Motion Carried.

- Resolution approving transfer to a Sewer Plant Project Improvement Account to support upgrades at the Sewer Plant in an amount not to exceed \$180,000 with funding to come from the Town of Bolton Community Development Fund at such rate and term as established by the Bolton Town Board.

Supervisor Conover stated that there are not sufficient funds to do the much needed upgrades out of the operating funds.

### **RESOLUTION #222**

Councilmember Bolton moved, seconded by Councilmember Wilson to approve transfer to a Sewer Plant Project Improvement Account to support upgrades at the Sewer Plant in an amount not to exceed \$180,000 with funding to come from the Town of Bolton Community Development Fund at such rate and term as established by the Bolton Town Board. All in Favor. Motion Carried.

- Resolution approving use of Veterans Park parking by Bonnie Mulligan for evening parking for wedding celebration beginning at 6:30pm.

Councilmember Bolton stated that they should make Ms. Mulligan aware that there is no overnight parking allowed in the park.

### **RESOLUTION #223**

Councilmember Wilson moved, seconded by Councilmember Bolton to approve use of Veterans Park parking by Bonnie Mulligan for evening parking for wedding celebration Friday June 29,



2018 beginning at 6:30pm with the condition that there is no overnight parking. All in Favor. Motion Carried.

- Resolution authorizing the Supervisor to purchase a F-350 Ford Super Duty SRW with a bed liner not to exceed \$37,949.35 under the National Joint Powers Alliance Contract from National Auto Fleet Group funding out of the Highway budget.

Councilmember Bolton stated this vehicle would be to replace the Deputy Highway Superintendents truck. His existing truck will go to the Parks Department to alleviate the need for a full size truck for the summer gardener and plowing in the winter months.

#### **RESOLUTION #224**

Councilmember Bolton moved, seconded by Councilmember MacEwan to authorize the Supervisor to purchase a F-350 Ford Super Duty SRW with a bed liner not to exceed \$37,949.35 under the National Joint Powers Alliance Contract from National Auto Fleet Group funding out of the Highway budget. All in Favor. Motion Carried.

Motion to convene as Bolton Sewer District.

#### **RESOLUTION #225**

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

- Resolution authorizing the Supervisor to enter into a professional service contract with Kathleen Suozzo, P.E., PLLC for services relating to the Bolton Sewer District in an amount not to exceed \$1,050 per month (plus any additional services billed at \$50/hr.).

Councilmember Bolton stated that Ms. Suozzo has been working on several projects with the town in both the sewer and water districts and continues to do both. This is substantially less than what they first thought.

#### **RESOLUTION #226**

Councilmember Bolton moved, seconded by Councilmember Coon to authorize the Supervisor to enter into a professional service contract with Kathleen Suozzo, P.E., PLLC for services relating to the Bolton Sewer District in an amount not to exceed \$1,050 per month (plus any additional services billed at \$50/hr.). All in Favor. Motion Carried.

- Resolution authorizing Supervisor to enter into a professional service contract with Kathleen Suozzo for development of plans and specs for a wood chip Bio-Reactor Project

in an amount not to exceed \$5,500 funding to come from the Sewer Plant Improvement Account.

Supervisor Conover stated that this was needed for DEC approvals and we would try to do as much as we could with our own staff.

**RESOLUTION #227**

Councilmember Bolton moved, seconded by Councilmember Coon to authorize the Supervisor to enter into a professional service contract with Kathleen Suozzo for development of plans and specs for a wood chip Bio-Reactor Project in an amount not to exceed \$5,500 funding to come from the Sewer Plant Improvement Account. All in Favor. Motion Carried.

- Resolution establishing a Sewer Plant Project Improvement Account to support upgrades at the Sewer Plant in an amount not to exceed \$180,000 with funding to come from the Town of Bolton Community Development Fund at such rate and term as established by the Bolton Town Board.

**RESOLUTION #228**

Councilmember MacEwan moved, seconded by Councilmember Coon to establish a Sewer Plant Project Improvement Account to support upgrades at the Sewer Plant in an amount not to exceed \$180,000 with funding to come from the Town of Bolton Community Development Fund at such rate and term as established by the Bolton Town Board. All in Favor. Motion Carried.

- Resolution to amend the following condition of approval for Resolution #183 from the July 2017 Town Board meeting for Jerry & Madeline Malovany, located at 1 Oahu Island, Parcel ID#172.01-1-1: The engineer is allowed some type of latitude with regard to the exact placement of the system, no greater than 4'. They are now proposing 5'.

Councilmember Wilson stated after talking to Tom Jarrett that moving this further impacted where it accessed the shoreline and this is the need for the additional foot. Chris Gabriels said he believed that Mr. Jarrett was being a little bit conservative with his measurements from the mean high water mark along the shore. Both the engineers agree that there will be no further impact on the lake. It could actually move a couple more feet given the topography.

Atty. Muller stated that this seemed to be a minor amendment to the previously approved condition.

**RESOLUTION #229**

Councilmember Wilson moved, seconded by Councilmember Bolton to amend the following condition of approval for Resolution #183 from the July 2017 Town Board meeting for Jerry & Madeline Malovany, located at 1 Oahu Island, Parcel ID#172.01-1-1: The engineer is allowed some type of latitude with regard to the exact placement of the system, no greater than 4'. 5' is now approved. All in Favor. Motion Carried.

Motion to Reconvene as the Bolton Town Board

**RESOLUTION #230**

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

Public in Attendance:

Zandy Gabriels stated the following:

- He is delighted they have decided to spend the funds to repair the Padanarum bridges.
- Veterans Dock anticipated date of completion and the suggestion of a full crib dock in kind to stop the sand from flowing south.

Supervisor Conover stated it should be completed this fall and he did not believe that the dock would be a full crib dock.

Mr. Gabriels and Supervisor Conover discussed their views on this issue.

**RESOLUTION #231**

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

**TRANSFERS FOR SEPTEMBER 2017**

<b>To</b>	<b>From</b>	<b>Amount</b>
<u>GENERAL:</u>		
1650.4 Central Comm CE	1650.2 Central Comm EQ	\$612.00
1670.2 Central Print EQ	1650.2 Central Comm EQ	\$74.00
<u>HIGHWAY:</u>		
5130.2 Machinery EQ	1440.4 Professional Services	\$1,272.00
5130.4 Machinery CE	5110.4 General Repairs CE	\$13,963.00
5140.2 Brush & Weeds EQ	1440.4 Professional Services	\$3,728.00
5140.2 Brush & Weeds EQ	5140.4 Brush & Weeds CE	\$4,000.00
5140.2 Brush & Weeds EQ	5120.4 Bridges CE	\$30,634.00

LIGHTS:

5182.4 Street Lights CE                      Fund Balance                      \$5,000.00

WATER:

8310.4 Administration CE                      8310.2 Administration EQ                      \$2,000.00

SEWER:

1950.4 Water Bills CE                      1990.4 Contingency                      \$178.00  
8130.2 Sewage Treatment EQ                      1440.4 Professional Services                      \$3,312.00

ADDITIONAL TRANSFERS:

\$6,000.00 to be transferred to Sewer Cap Reserve from the Sewer District Fund Balance for Abstract 9

**RESOLUTION #232**

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

	Voucher	Amount
Mid Abstract 8A		
General	1201-1243	\$5,691.70
Hwy	392	17.35
Sewer	248-255	2,523.78
Water	209-212	1,354.28
Lights	34-37	1,644.73
Abstract 9		
General	1105-1200 1244-1278	\$61,993.79
Highway	351-391 393-411	144,049.96
Sewer	222-247 256-265	22,878.50
Water	190-208 213-219	12,869.27
Lights	38-39	1,688.17
Tourism	35-41	24,485.77
Special Ballfield	11	30,285.75
Rogers Park Cap	7-8	8,426.65
Waste Water Cap	5	6,165.00
Museum	3	7,000.00

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

**RESOLUTION #233**

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

No Action Taken

Adjourn: 6:45pm

Minutes respectfully submitted by:

Jodi Connally  
Town Clerk

Katie Persons  
Minute Taker