

REGULAR MEETING
BOLTON TOWN BOARD

March 3, 2015

Regular Meeting:

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

Meeting Call to Order: 6:30 pm.

Pledge: Rob MacEwan

Minutes: Approve Minutes of Regular Town Board Meeting held February 3, 2015

RESOLUTION #56

Councilmember Bolton moved, seconded by Councilmember Wilson to approve the minutes of the Regular Town Board Meeting held February 3, 2015 with the following correction:

RESOLUTION #51 should state that the standard work day hours allotted for the Code Enforcement Officer is 7.5 hours as opposed to 8 hours. All in Favor. Motion Carried.

Public in Attendance:

Code Enforcement: None

Correspondence:

- Time Warner Cable regarding changes to rate structure to take place April/2015.
- Miriam Velez, TD Wealth advising that Paul R. Smith will be the new Roger's Trust Advisor.
- Cindi Denick, Administrator, NYS DOS regarding monitoring visit scheduled for March, 2015.
- Tom Guay, General Manager, The Sagamore Resort regarding anticipated work on Sagamore Road this spring and hoping that something will be done to improve Frank Cameron Road this spring.

Supervisor Conover stated that he believed Frank Cameron Road was high on the list of roads to be improved this spring.

- Michael Graney, Superintendent of Bolton Central School regarding intent to address floor drains in the Bus Garage Building.

- Michael Korongy, TWC regarding current franchise fee due Bolton this quarter in the amount of \$11,054.06.
- National Grid notification of officials and contact numbers to call in case of a gas emergency.
- Andrew X. Feeney, Division of Homeland Security for NYS advising that all eligible claims have been paid relating to FEMA Event 4020 DR NY.
- NYS Association of Towns report of record relating to Association activities and annual conference.
- Penelope Jewell thank you for quick response relating to water issue.
- Thomas Torebka letter informing the Town of Bolton of his retirement effective March 30, 2015.

Supervisor Conover stated that the Board accepted this resignation with regret.

- Joseph Ambrose, Associate Accountant, NYS Division of Cemeteries regarding reporting requirements for the Bolton Rural Cemetery.
- New Liquor License Application for Bolton Biergarten, DBA by Hans Winter for 4571Lake Shore Drive.

Committee Reports:

Councilmember Rob MacEwan

Water Department:

- Actual flow through plant before deductions 5,887,017 gallons.
- Flow after deductions 5,100,746.
- CL2 used 106 lbs.
- PC2300 used 67.2 gallons.
- Pond level is iced over.
- They have been doing a lot of shoveling.
- Monthly bacteriological came back satisfactory.
- Many complaints of frozen water lines.
- Tom Torebka will be retiring March 29th.

Councilmember MacEwan read Tom Torebka's resignation letter to the Board and stated that he thought it was very nice.

Councilmember Susan Wilson

Planning/Zoning:

- Planning Office for the month February has collected fees in the amount of \$411.75 for various items including Certificates of Compliance and Variances.

Code Enforcement:

- Has submitted a 21 page report that details five site visits and activities accomplished during the month of February.

Library:

- Councilmember Wilson stated that Emma Calautti has resigned from the Library Board of Trustees. She stated that they are very sorry to see her go as she was such a positive influence and very active Board member. Councilmember Wilson stated that Zandy Gabriels has agreed to step up and replace Ms. Calautti on the Board effective immediately.
- Several years ago Bolton resident and Hadley Luzerne High School Science teacher, Anne Green travelled to Churchill, Manitoba, Canada to participate in an Earthwatch expedition to study climate change. In addition to participating in the scientific research, Green also had an opportunity to learn about Inuit history and experience Inuit culture, witness the almost-nightly Northern Lights and endure the challenging conditions of the sub-arctic environment in its most challenging season. On Wednesday, March 11, at 7 pm Green will share her experience through a slide presentation as part of the Bolton Free Library's Lecture series. For more information, contact the Bolton Free Library at 644-2233.
- The library is combining their Cabin Fever Party and Cook-Off into one event to be held on March 28th at the Community Center. This is a change of date from what I reported last month. The cook-off will be held from 5:00 PM to 7:00 PM and the Blue Moon Band will begin playing at 8:00 PM. The numbers for the cook-off are limited so please contact Megan, at the library to reserve your spot. (644-2233)
- The library board does a lot of their own fundraising. One of those fundraising efforts is to raffle various items donated to the library. They presently are conducting a raffle for an afghan made by Bolton Fiber Artists group who meet at the library every Thursday evening. Each member knitted a square and then combined. Tickets are \$1.00 each and \$10.00 for an arm's length.

Seniors:

- There is a printed copy their February newsletter available here tonight and it is also available on the Town Website. The Senior Newsletter also lists other activities that take place at the Senior Center such as weekly Bridge, Michigan Rummy and Mah Jong games.

Councilmember Cheryl Bolton

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.

- Working on AUD.
- Archiving files.
- Insurance verifications.
- New business for start of year.
- Correspondence.

- NY-Alert Maintenance.
- Dave Decker grants.
- Notarized a multitude of documents for many different individuals.

Councilmember Bolton thanked this office for the many projects she asks them to do for her.

Clerk's Office:

- Tax Collection is at 87% collected – mailed second notices to the remaining unpaid 394 tax payers today. Receipts are all up to date.
- Still collecting on January's water billing. We've experienced some problems with our water program and the rate increase. Penny is doing an outstanding job updating and correcting these accounts.
- Jodi attended Association of Towns Training in NYC earlier this month. There is always a wealth of knowledge to be gained at these events.
- Numerous documents were notarized.
- Notified the Assessor's Office of address changes.
- Aimee Galentino has been a tremendous asset to our Office since mid-January.
- I am very pleased to have had her assistance during this very busy tax season, as well as her attending the window and working to organize our files and the vault.
- She would certainly be welcomed back in the future.
- Penny, Kate and I attended a webinar on the prospective emergency messaging system.
- We have been extremely busy with the phones and residents with frozen water lines. I believe most of these situations were rectified with the help of our Water Department and local Plumbers.
- We have sold some fishing licenses this season. It seems most of the glitches we were experiencing with the new DECALS program have been addressed.
- My office is very pleased with our new "open window." We have had much positive feedback from the community as well.
- Looking forward to SPRING!

Councilmember Bolton thanked the Town Clerk and stated she realized that they were extremely busy right now with all the taxes and water billing.

Sewer:

- The plant took in 2,619,850 gallons of wastewater for a daily average of 93,566.
- Changed the starter on the John Deere Bucket loader tractor.
- Changed the plow control in the F350.
- Painted the sand filter room floor and walls.
- Painted the chemical room floor.
- Noticed offset hours at the Norowal pump station, cleaned out check valves.
- Cleaned Rogers's park pump station got 4 cubic feet of grease and grit.
- On 2-3-2015 they had Delaware Operations come to the plant to evaluate and assist in getting their sand filters running at their optimum performance levels. They discovered that the filters were hydraulically under loaded, which means that not enough water was being pushed through the filters. Running on 1 filter at a time would produce a better

Effluent and the filter would perform better. They also found that Unit #1 had a broken airlift. They found numerous other issues with the filters. He will furnish the town board with a full report when the project is complete.

- On 2-26-2015 Tom was called about a frozen sewer line at the Friday residence on Brook Street. We then checked manholes 39 and 68. Manhole 39 was flowing but had some grit built up in the line end. They then jetted from manhole 39 to 68 and inspected if line section 69 to 68 was running ok and it was. Upon further investigation they noticed that the bench in manhole 39 is broken away and in need of repair. They will inspect and attempt a self-repair on this ASAP. If a self-repair can't be done there are companies that can grout and line the manhole.

Supervisors Report:

- Receipts: \$866,181.23
- Disbursements: \$545,821.00
- Fuel discharge to Sewer System: NYS DEC Spill Report received.

Supervisor Conover stated this was a fuel tank on Horicon Ave. that spilled and went to a sump pump that was illegally connected to the sewer. He explained that it has been corrected. He stated that the Town will be sending copies of the costs incurred to the property owner and the contractor for payment.

- Sales Tax: Sales tax receipts for January, 2015 up 6.2 % from same month last year.
- Acquisition of Usher property is completed.
- Edgecomb Pond Dam drainage easement.

Supervisor Conover inquired as to the status of this easement. Atty. Muller replied that he had a signed easement and a check from the town and will file it at the Warren County Clerk's Office.

- Freezing Water Lines
- Emergency messaging system

Councilmember Wilson stated that one of the companies that they had talked to was Broad Blast from Delmar. She said that they had provided a webinar last week and she is waiting for a call back with a proposal. She believes this will be a fairly reasonable cost so that the Town's people can be notified immediately of any important information pertaining to the Town.

Supervisor Conover thanked the Town Employees and Kingsley Construction on the great job they did on the water main break on Horicon Avenue in such extreme temperatures. He also thanked all the people that showed up with food and coffee for the workers. He said Bravo to the community.

Claire Kingsley thanked the Town for all the people that worked together and brought food. She stated that it was great to see all the different departments working together without any complaints in the freezing cold and it was really nice to see this happen.

Councilmember Bolton agreed with this and stated that it was impressive to see how quickly the issue was fixed. She also explained that the new messaging system that the Town is looking at is very similar to what the school has. She stated that it also had the ability to text, e-mail or call a cell phone if you preferred that to a land line.

New Business

- Resolution authorizing Supervisor to enter into a 60 month lease with Pitney Bowes for a postage machine in the Town Clerk's Office at an annual price of \$1,824.

Councilmember MacEwan inquired if this was normal procedure. Supervisor Conover stated that it was and that they had gotten three other quotes and this was the best price.

RESOLUTION #57

Councilmember MacEwan moved, seconded by Councilmember Bolton to authorize the Supervisor to enter into a 60 month lease with Pitney Bowes for a postage machine in the Town Clerk's Office at an annual price of \$1,824. All in Favor. Motion Carried.

- Resolution authorizing Supervisor to sign a 5 year parking agreement extension with the Church of the Blessed Sacrament for parking area off Goodman Ave.

Councilmember Wilson stated that this is an agreement that expires at the end of April and this is an extension. Supervisor Conover stated he noticed some repair work that will need to be done this summer. He stated that this was a parking recommendation that was part of the Planning Reports.

RESOLUTION #58

Councilmember Bolton moved, seconded by Councilmember Wilson to authorize the Supervisor to sign a 5 year parking agreement extension with the Church of the Blessed Sacrament for parking area off Goodman Ave. All in Favor. Motion Carried.

- Resolution appointing John Whitney to an alternate position on the Bolton Zoning Board of Appeals for a five year term beginning March 3, 2015 and ending December 31, 2019.

Councilmember Wilson stated that Mr. Whitney had expressed an interest in serving the Bolton community. She stated that they currently need another alternate to the ZBA and she would like the Board to appoint him.

RESOLUTION #59

Councilmember MacEwan moved, seconded by Councilmember Wilson to appoint John Whitney to an alternate position on the Bolton Zoning Board of Appeals for a five year term beginning March 3, 2015 and ending December 31, 2019. All in Favor. Motion Carried.

- Resolution approving and authorizing the distribution of the Annual Water Report for the Bolton Water District with the April billing.

RESOLUTION #60

Councilmember MacEwan moved, seconded by Councilmember Bolton to authorize and approve the distribution of the Annual Water Report for the Bolton Water District with the April billing. All in Favor. Motion Carried.

- Resolution to set summer hours at the Bolton Transfer Station to be 8:00 am – 4:15 pm, seven days a week beginning Wednesday, April 1, 2015.

RESOLUTION #61

Councilmember MacEwan moved, seconded by Councilmember Wilson to set the summer hours at the Bolton Transfer Station to be 8:00 am – 4:15 pm, seven days a week beginning Wednesday, April 1, 2015. All in Favor. Motion Carried.

- Resolution authorizing the Supervisor to enter into professional service contracts with The L.A. Group, JMZ Architects and AR Stern for preparation of plans and specifications for improvements to Rogers Park, the Bolton Visitor Center and Museum Expansion Projects.

Supervisor Conover stated that this would start the preparation of detailed drawings for this project. Councilmember Wilson stated the consultants did a fine job bringing everyone together and she believes that they have a product that everyone is pleased with.

RESOLUTION #62

Councilmember Wilson moved, seconded by Councilmember MacEwan to authorize the Supervisor to enter into professional service contracts with The L.A. Group, JMZ Architects and AR Stern for preparation of plans and specifications for improvements to Rogers Park, the Bolton Visitor Center and Museum Expansion Projects. All in Favor. Motion Carried.

- Resolution authorizing Supervisor to execute on behalf of the Town of Bolton a Memorandum of Understanding Among Public and Private Organizations Regarding Aquatic Invasive Species Prevention in the Adirondack Region.

Supervisor Conover stated that this was an initiative to begin to move the inspection/decontamination program elements to the Adirondack at large. He stated that the Governor had allocated resources for this program. He explained this would be a historic step forward for the Adirondacks at large for the protection of all waters in the Adirondacks. Councilmember Wilson read the memorandum to the Board. Supervisor Conover stated that the Town of Bolton was there in the beginning to act on this for Lake George and he believes they are one of the first for this. He wanted to thank Fred Monroe, Supervisor of Chestertown and Eric Siy for all their efforts in spearheading this program.

RESOLUTION #63

Councilmember Wilson moved, seconded by Councilmember Bolton to authorize the

Supervisor to execute on behalf of the Town of Bolton a Memorandum of Understanding Among Public and Private Organizations Regarding Aquatic Invasive Species Prevention in the Adirondack Region. All in Favor. Motion Carried.

Resolution Calling for the State of New York to Institute a New Aquatic Invasive Species Prevention Program for the Adirondack Region

WHEREAS, The Adirondack Region contains one of the largest natural and protected assemblages of valuable and vulnerable waterways in North America that represents the region's chief economic asset; and,

WHEREAS, the most recent monitoring data indicates there are no less than 18 aquatic invasive and non-native species within the Adirondack Park, which pose a threat to the ecological and economic future of the Adirondack; and,

WHEREAS, the tourist industry is a vital part of the local economy through recreational boating, fishing and camping and is largely dependent upon on the region's clean water; and,

WHEREAS, aquatic invasive species infestations pose a significant impact the quality of life of the community and local tax revenues; and,

WHEREAS, millions of dollars have been spent on control, maintenance and management of the known aquatic invasive species established in the Adirondacks; and,

WHEREAS, trailered boats are an important vector for the overland transport of aquatic invasive species from one waterbody too another and that investment in a spread prevention plan of aquatic invasive species can be achieved at a fraction of the cost of management and control of infestations; and,

WHEREAS, interdiction and prevention have been found to be the best ways to contain and control aquatic invasive species, as demonstrated in the nationally recognized prevention program instituted on Lake George by the Lake George Park Commission requiring boat inspection ; and,

WHEREAS, the New York State Department of Environmental Conservations ("NYSDEC") is developing regulations that will be effective statewide to assist in the efforts to minimize the spread of aquatic invasive species; and,

WHEREAS, Governor Cuomo has recognized the grave and immediate danger to the waters of the Adirondacks by recommending \$1 million in the 2015 proposed New York State Budget to be allocated for an Adirondack wide invasive species prevention plan; and:

WHEREAS, regional partnerships representing municipal governments, state agencies, property owners, lake associations, conservation groups and businesses have formed in support of such region-wide invasive species prevention plans and programs and are considering funding to help implement such prevention plans; NOW,

THEREFORE, be it now resolved to proactively prevent the introduction of new aquatic invasive species and protect the water quality, public enjoyment and economic vitality of the Adirondack region, the _____ signs the attached Memorandum of Understanding (MOU) supporting the institution a new program for Aquatic Invasive Species Prevention in the Adirondack Region.

- Resolution regarding assessment settlement reduction from \$2,461,400 to \$2,336,400 as recommended by Town Assessor Dave Rosebrook and Town Attorney, Mike Muller relating to Frank Salamone Assessment for parcel number: 171.16-1-1 and to authorize necessary refunds for a three year period in the total amount of \$3,521.29 relating to this new assessment (Bolton Central: \$1,900.27; Warren County: \$1,292.88; Bolton General Fund: \$194.88; Bolton Fire District: \$109.63 and Bolton Lighting District: \$23.63).

Atty. Muller stated that he and the assessor were both pleased with the terms of the settlement.

RESOLUTION #64

Councilmember MacEwan moved, seconded by Councilmember Wilson to approve the assessment settlement reduction from \$2,461,400 to \$2,336,400 as recommended by Town Assessor Dave Rosebrook and Town Attorney, Mike Muller relating to Frank Salamone Assessment for parcel number: 171.16-1-1 and to authorize necessary refunds for a three year period in the total amount of \$3,521.29 relating to this new assessment (Bolton Central: \$1,900.27; Warren County: \$1,292.88; Bolton General Fund: \$194.88; Bolton Fire District: \$109.63 and Bolton Lighting District: \$23.63). All in Favor. Motion Carried.

Public in Attendance:

Zandy Gabriels expressed his thoughts on the following:

- Federal Hill Road and his hopes that this will be addressed.
- Sagamore Road repair.
- Complementing the Kinsley's prompt help with the water leak.
- The Water Department inventory.
- The Water Department Employees and future employees.
- The need for solar panels for the new Visitor's Center.

Tony Hall of the Lake George Mirror stated in reference to the solar panels, the Cuomo Administration has a funding program for municipalities and not-for-profit organizations to work together to create a critical mass of alternative energies. He explained that it is not necessarily cost effective to have solar panels on one or two facilities. He suggested that the Town of Bolton establish a sustainability committee to apply for grants and explore these options.

RESOLUTION #65

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

Transfers: March 2015

To	From	Amount
GENERAL:		
1940.4 Purchase of Land	1620.4 B&G CE	\$1,432.00
WATER:		
8310.2 Administration EQ	Unobligated Fund Balance	\$36,040.00
SEWER:		
8130.2 Treat/Disp EQ	8130.4 Treat/Disp CE	\$3,653.00

RESOLUTION #66

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

Pay The Bills:

Amount		Voucher
February Mid Abstract 2A		
Water	24-26	\$ 36,040.05
February Mid Abstract 2B		
General	244, 246-264	10,051.55
Highway	69-70	513.35
Sewer	50-52	2,823.64
Water	40-42, 46	1,609.07
Lights	242,243,245	2,653.29
March Abstract		
General	161-241 265-283	56,885.57
Highway	43-68 71-78 80-86	60,017.15
Sewer	36-49 53-61	4,631.66
Water	27-39 43-45 47-52	12,669.22
Tourism	2	1,389.21
Rogers Park Cap Project	1	7,885.80

Executive Session: Matter involving employment history of a particular Town employee, Matter involving litigation.

RESOLUTION #67

Councilmember Wilson moved, seconded by Councilmember Bolton to enter into executive session to discuss matters involving employment history of a particular Town employee, Matter involving litigation. All in Favor. Motion Carried.

Adjourn: 7:23

Minutes respectfully submitted by:

Jodi Connally
Town Clerk

Katie Persons
Minute Taker