

REGULAR MEETING
BOLTON TOWN BOARD

December 7, 2021

Regular Meeting:

Supervisor: Ronald Conover
Councilman: Robert MacEwan
Councilman: Tim Coon (Absent)
Councilmember: Wanda P. Cleavland
Councilmember: Susan Wilson
Town Clerk: Jodi Petteys
Counsel: Michael Muller
Director of Planning & Zoning: Richard Miller

Meeting Call to Order: 6:00PM.

Pledge: Councilmember MacEwan

Minutes:

- Approve the November 3, 2021, regular Town Board Meeting Minutes.

RESOLUTION #247

Councilmember MacEwan moved, seconded by Councilmember Cleavland to approve the November 3, 2021 Regular Town Board Meeting Minutes. **All in Favor. Motion Carried.**

Public Hearings:

Public Hearing concerning the enactment of Town Ordinance #80 providing for the adoption of the property maintenance standards as specified in the New York State Property Maintenance Code for the Town of Bolton.

Ralph Rivera of 733 Edgecomb Pond Road spoke in favor of the adoption of Ordinance #80 stating that his property has been devalued due to a neighboring property.

- Resolution to close the Public Hearing for Ordinance #80 of 2021

RESOLUTION #248

Councilmember MacEwan moved, seconded by Councilmember Wilson to close the Public Hearing for Town Ordinance #80. **All in Favor. Motion Carried.**

- Resolution designation Bolton Town Board as lead agency.

RESOLUTION #249

Councilmember Wilson moved, seconded by Councilmember Cleavland to declare the Bolton Town Board as Lead Agency under SEQRA & LWRP for Town Ordinance #80. **All in Favor. Motion Carried.**

- Resolution regarding SEQRA & LWRP Determinations.

Councilmember Wilson asked the Board the following questions:

SEQRA

1. Do any of the Board Members have concerns with any of the items listed 1 through 20 in Part 1, on the SEQRA Form as submitted by the applicant? No
2. Will the proposed action impact any of the items listed 1 through 11 in Part 2 of the SEQRA Form? No
3. Do the Board Members agree that this project will result in no adverse impacts on the environment; and therefore, an environmental impact statement need not be prepared? Yes

LWRP

Do any of the Board Members have concerns with any of the items listed in Part C., 1 through 3 of the LWRP Waterfront Assessment Form. No

Based upon the materials submitted and accepted as part of the record, our findings are as follows:

- A. The Applicant’s SEQRA & LWRP submissions, and our analysis of the issues presented, demonstrates that there are no significant environmental impacts or concerns, and it is hereby determined that the action to be taken is consistent with the Town of Bolton Local Waterfront Revitalization Program policies and standards.
- B. The applicant has provided clear and complete responses to issues recited in the SEQRA questionnaire and based upon all information reviewed by this lead agency in its SEQRA analysis, including a thorough “hard look” and consideration of the applicant’s entire submission, and upon all board and public comments received, it is appropriate in the opinion of this lead agency to make a finding that the proposed action will result in no adverse environmental

impacts and that any identified adverse environmental impacts will not be significant, or where identified, are sufficiently mitigated by virtue of the conditions imposed in granting approval.

RESOLUTION #250

Councilmember Wilson moved, seconded by Councilmember MacEwan to make a negative declaration with regard to SEQRA & LWRP for proposed Town Ordinance #80. **All in Favor. Motion Carried.**

- Resolution for Town Ordinance #80.

RESOLUTION #251

Councilmember Wilson moved, seconded by Councilmember Cleavland having declared the Bolton Local Board of Health as Lead Agency, held a public hearing, made a Negative Declaration for the SEQRA Application and a positive determination of consistency for the LWRP Application to approve the adoption of Town Ordinance #80 Property Maintenance Standards. **All in Favor. Motion Carried.**

Public in Attendance:

Megan Baker of the Bolton Free Library introduced Sara Connerty Jordan as the new Library Assistant. She stated that they have cancelled all extra programs they had set up due to Covid levels and will relook at them in January. The library will be holding an election in January for the Board of Trustees.

Correspondence:

- Aimee Galentino regarding expanded duties and compensation.
- David & Sheryl Ebeoglu regarding water billing.
- Senator Dan Stec, congratulation letter.
- NYMR regarding property claim.
- CSEA regarding Local 857.
- North Country Wild Care donation letter.

Committee Reports:

Councilmember Rob MacEwan

Highway:

N/A

Justice Court:

- During the month of November 2021, Justice Edward G. White collected \$1,883.00 in fines and Justice Joe Connally collected \$1,940.00. Total monies forwarded to the Town of Bolton amounted to \$3,823.00. Itemized lists are available in the Court should anyone desire to look them over.

Transfer Station:

- Total for the month is \$7,185.00
- Spring cleanup cards is \$2,010.00

Recreation:

1. Recreation Center

A. Calendar-See website

B. Attendance- Attendance to the facility is still limited to 15 students/day to COVID restrictions; however, we have not met this threshold since reopening in September. Attendance started out fairly strong, but a decline has been noticed over the past few weeks with athletic programs and various clubs being offered at the school.

2021 Recreation Center Report

	2021	2020	2019
January	164	247	191
Feb	102	165	157
March	130	149 Closed 3/14 COVID	239
April	45	Closed COVID	153
May	76	Closed COVID	224
June	61	Closed COVID	152
July	Closed	Closed	Closed
Aug	Closed	Closed	Closed
Sept	83	83 reopened 9/14/20	256
Oct	86	140	275
Nov	149	158	258
December		83	237

C. The recreation center is being staffed by a variety of personnel on any given day to meet the scheduling needs. Duties are shared between Michelle H., Ed C., Erica M., and Elaine B.

D. Christmas Tree Lighting- Held on December 5th from 2-4, the event saw between 50-60 people in attendance for the outdoor hayrides, snack, and lighting of the town tree. 20

participants did enjoy the indoor Christmas Carol Puppet show. A thank you to Doug Wholley for always providing safe hayrides, The Sagamore Resort for the donation of Chocolate Chip and Sugar Cookies, Bolton Community Church for the hot chocolate and coffee station, as well as Stewarts for the donuts and eggnog. Thank you to the Parks department for hanging the garlands and snowflakes. Decorations can be enjoyed at the main entrance to Town, on the pier, near the Museum and Chamber of Commerce, as well as at the Town Hall.

2. Winter Programs

- A. Gore- 12 participants have signed up this year for the Gore Regional School Program. Due to Covid restrictions in place at Gore Mountain, we will not be providing transportation this season as there is nowhere in the lodge that groups can gather to sit inside. Parents will be responsible for providing transportation and completion of required COVID screening at Gore.

Emergency Squad:

EMR report regarding billing activity for October, 2021:

Calls: 31 of which 20 were billable. We responded to one mutual aid call in Lake George and one for Hague. Another vaccination clinic was held at The Sagamore for their employees. In October, 2020 we had 19 calls of which 10 were billable

Gross Charges Billed in October:	\$ 25,454.00
Gross Charges billed thru October:	\$ 278,550.00
Payments Received in October:	\$ 14,390.21
Payments Received thru October:	\$ 124,730.28

In 2020 we had billed \$245,568.76 and received payments of \$124,888.29 thru October.

Payroll Expenses in October were \$35,658.18 (3 pay periods), for a year to date of \$279, 268.57 versus \$270,030.16 thru October, 2020.

On October 8th they met with Bolton Town Supervisor, Ron Conover, to review their 2022 budget request. Although there were some questions regarding expenses, his support for Bolton EMS was evident. During that meeting they were provided with contact information for the insurance agent handling the health insurance plan for Bolton employees in order to explore how Bolton EMS might be able to provide a health insurance benefit to our employees.

At the November Bolton Town Board meeting the 2022 budget was approved with requested amount for funding in 2022. It is noted in the minutes of the meeting that one of the factors for the increased town budget is the EMS contract.

There are a series of public hearings being held by Warren County to determine the best use of \$12.4 million dollars of Federal relief money related to the Covid pandemic. Four public meetings have been scheduled in November and December for discussion of how Warren County's share of federal COVID-19 stimulus money will be used.

The Warren County Board of Supervisors has established an "American Rescue Plan Act" (ARPA) Advisory Committee of supervisors, county officials and community members that will review options for use of \$12.4 million in federal funding Warren County will receive. The advisory committee will in turn make recommendations to the Board of Supervisors.

[ARPA funding](#) can be used to respond to the public health emergency caused by the coronavirus as well as address the economic devastation that came with it, including assistance to households, small businesses and nonprofits, and aid to impacted industries such as tourism, travel and hospitality.

The Warren County EMS Advisory Board recommends that EMS agencies attend these hearings with the goal of expressing the needs of EMS in Warren County.

Councilmember Tim Coon (Absent)

Wastewater:

Water:

Assessor:

Councilmember Susan Wilson

Town Clerk:

- Total local shares remitted - \$12,530.99
- NYS AGS & MRKTS - \$ 14.00
- NYS DOH - \$22.50
- NYS DEC - \$154.01
- Total State, County & Local Revenue - \$12,721.50

Planning / Zoning:

- The Planning Office for the month of September collected fees in the amount of \$2,195.00 for various items including Certificates of Compliance, Variances, Short Term Rental Permits, Site Plan Reviews, Stormwater Permits and After the Fact Fees.

Councilmember Wanda Cleavland

Police:

- 29 patrol shifts, 150 reportable activities & 138 property checks.
- They participated in 2 lock down school tours at BCS.

Library:

Supervisor's Report:

- Deposits: \$ 2,012,855.18
- Disbursements: \$988,002.72
- A big thank you to all involved in the Annual Christmas Tree Lighting event.
- Roof replacement complete on the Highway Garage building including interior repairs came in under budget by \$27,387.
- Bolton Christmas decoration look wonderful big thank you to our Recreation Department & Building and Grounds Department. Also, big thankyou to Mike Huck for his assistance with the Christmas Tree decorations.
- Crack sealing, waterproofing and striping completed at Veterans Park parking lot, looks very good.
- Repair of Shutoff Valve complete on Sagamore Road.
- Given increase in COVID cases we are now requiring masks of all visitors to Town Hall and Highway (If any visitor does not have a mask, one will be provided at the front door). We are also asking everyone to sign in, in the event contact tracing is required. We have provided a hand sanitizer spray station at front and rear entry doors. For those not wishing to enter the building, a drop box has been installed for the convenience of residents. Access to the public restrooms is through rear door only. Access to all other Town Departments is through the front door.
- There are 5 or 6 lights in Rogers Park that will need to be converted to downward facing and shielded dark sky compliant lights.
- They have approved the EMS funding request this year in its entirety. They are also in talks about benefit packages of some sort.

New Business:

- Resolution to authorize the Supervisor to sign an agreement for 2022 with Hudson Headwaters Health Network for Hepatitis B Vaccination Services for the Town of Bolton at a cost of \$68 for each Hepatitis B Vaccination.

RESOLUTION #252

Councilmember MacEwan moved, seconded by Councilmember Cleavland to authorize the Supervisor to sign an agreement for 2022 with Hudson Headwaters Health Network for Hepatitis B Vaccination Services for the Town of Bolton at a cost of \$68 for each Hepatitis B Vaccination. **All in Favor. Motion Carried.**

- Resolution to approve continuation with the Town of Bolton Health Insurance Plans for 2022 under Blue Shield of NENY POS Gold, MVP EPO Platinum and CDPHP HMO Gold or such other health insurance plan as approved by the Town Board.

RESOLUTION #253

Councilmember Cleavland moved, seconded by Councilmember Wilson to approve continuation with the Town of Bolton Health Insurance Plans for 2022 under Blue Shield of NENY POS Gold, MVP EPO Platinum and CDPHP HMO Gold or such other health insurance plan as approved by the Town Board. **All in Favor. Motion Carried.**

- Resolution to approve the Bolton Chamber of Commerce to utilize the 5 Cross Street parking lot, the front patio of the Town Hall and sidewalk areas for the Bolton Arts and Craft Festivals May 28 & 29, July 2 & 3, August 6 & 7, September 3 & 4, and October 8 & 9, 2022 from 10AM to 5PM.

RESOLUTION #254

Councilmember MacEwan moved, seconded by Councilmember Wilson to approve the Bolton Chamber of Commerce to utilize the 5 Cross Street parking lot, the front patio of the Town Hall and sidewalk areas for the Bolton Arts and Craft Festivals May 28 & 29, July 2 & 3, August 6 & 7, September 3 & 4, and October 8 & 9, 2022 from 10AM to 5PM. **All in Favor. Motion Carried.**

- Resolution to approve the Bolton Chamber of Commerce to host the Labor Day Celebration in Rogers Park on September 4, 2022, with live music from 5PM to 8PM on the Rogers Park pier.

RESOLUTION #255

Councilmember Cleavland moved, seconded by Councilmember MacEwan to approve the Bolton Chamber of Commerce to host the Labor Day Celebration in Rogers Park on September 4, 2022, with live music from 5PM to 8PM on the Rogers Park pier. **All in Favor. Motion Carried.**

- Resolution to approve the Bolton Chamber of Commerce to host the BOLTON LIVE Music Festival on Rogers Park on Saturday September 17, 2022 from noon until 9PM.

RESOLUTION #256

Councilmember MacEwan moved, seconded by Councilmember Cleavland to approve the Bolton Chamber of Commerce to host the BOLTON LIVE Music Festival on Rogers Park on Saturday September 17, 2022 from noon until 9PM. **All in Favor. Motion Carried.**

- Resolution to authorize the Supervisor to sign a 2022 contract with the City of Glens Falls for Mass Transit in the amount of \$2,117.

RESOLUTION #257

Councilmember Cleavland moved, seconded by Councilmember Wilson to sign a 2022 contract with the City of Glens Falls for Mass Transit in the amount of \$2,117. **All in Favor. Motion Carried.**

- Resolution to authorize the Supervisor to enter into a contract with New York Municipal Insurance Reciprocal (NYMIR) for property and casualty insurance for 2022, at a premium amount of \$95,108.47.

Supervisor Conover stated that he was very pleased with the way NYMR reviewed the inventory when they took over and recently, they have gone through and updated the valuations.

RESOLUTION #258

Councilmember Wilson moved, seconded by Councilmember Cleavland to authorize the Supervisor to enter into a contract with New York Municipal Insurance Reciprocal (NYMIR) for property and casualty insurance for 2022 at a premium amount of \$95,108.47. **All in Favor. Motion Carried.**

- Resolution to authorize an agreement in the amount of \$300 with the Adirondack Park Local Government Review Board for September 2021 through September 2022.

RESOLUTION #259

Councilmember MacEwan moved, seconded by Councilmember Cleavland to authorize an agreement in the amount of \$300 with the Adirondack Park Local Government Review Board for September 2021 through September 2022. **All in Favor. Motion Carried.**

Public in Attendance:

Barry Kincaid spoke of stormwater approvals from the Planning Board to fix the town mandated stormwater controls on his HOA road and having no luck with the opposing neighbor allowing the work to be completed. He asked for help from the town to resolve this issue. Atty. Muller stated that the only recourse the Town had, would be to get a judge to compel the neighbor who was obstructing a Planning Board approved project.

RESOLUTION #260

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

ADDITIONAL TRANSFERS FOR NOVEMBER 2021

To	From	Amount
<u>GENERAL:</u>		
9010.8 NYS Retirement	1990.4 Contingency	\$2,576.00
<u>WATER:</u>		
8310.4 Administration CE	8320.2 Source Pwr Pump EQ	\$110.00
9010.8 NYS Retirement	9060.8 Medical Ins (Town Share)	\$2,130.00
<u>SEWER:</u>		
8120.4 Sanitary Sewers CE	9060.8 Medical Ins (Town Share)	\$855.00
9010.8 NYS Retirement	9060.8 Medical Ins (Town Share)	\$713.00

TRANSFERS FOR DECEMBER 2021

To	From	Amount
<u>GENERAL:</u>		

1440.4 Professional Services	1430.4 Personnel CE	\$875.00
1650.2 Central Comms EQ	1650.4 Central Comms CE	\$650.00
1950.4 J/C Water Bills CE	1990.4 Contingency	\$1,494.00
3120.4 Police/Constables CE	3120.1 Police/Constables PS	\$930.00
7110.4 Parks CE	7140.4 Playgrounds/Rec CE	\$2,298.00
7150.4 Cons Park CE	7180.4 Special Rec Ballfield CE	\$141.00
8010.1 Zoning/Planning PS	8664.1 Codes Enforcement PS	\$20,000.00
8010.2 Zoning/Planning EQ	8010.4 Zoning/Planning CE	\$2,101.00
8160.4 Refuse/Garbage CE	7110.1 Parks PS	\$21,399.00
8510.4 Comm Beautification CE	8810.4 Cemeteries CE	\$2,823.00
9030.8 Social Security (T.S.)	9060.8 Medical Ins (Town Share)	\$5,000.00

HIGHWAY:

5110.4 General Repairs CE	5120.4 Bridges/Culverts CE	\$6,947.00
5112.2 Permanent Improvements	5142.4 Snow/Ice CE	\$40,088.00
5130.4 Machinery CE	5130.2 Machinery EQ	\$5,970.00

WATER:

1440.4 Professional Services	9060.8 Medical Ins (Town Share)	\$3,000.00
8310.2 Administration EQ	8340.4 Trans/Distribution CE	\$5,750.00
8310.4 Administration CE	8340.4 Trans/Distribution CE	\$12,971.00
8330.4 Purification CE	8340.4 Trans/Distribution CE	\$786.00

SEWER:

8120.4 Sanitary Sewers CE	9789.7 Loan Repayment Int	\$5,000.00
8130.4 Treat/Disposal CE	9789.7 Loan Repayment Int	\$8,000.00

RESOLUTION #261

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

Pay the Bills:

	Vouchers	Amount
Abstract 11A		
General	1653-1692	145,592.14
Highway	428	49,377.00
Sewer	370-380	14,586.81
Water	300-304	11,887.24
St Lights	47-49	58.02

Abstract 12

General	1510-1652 1693-1722	98,064.73
Highway	395-427 429-445	76,774.65
Sewer	349-369 381-389	18,163.95
Water	276-299 305-315	26,467.74
Tourism	35-38	58,086.55
Sewer Improve	20	175.00
Sewer EPG Infiltration	4	525.00
St Lights	50	485.81

Executive Session to discuss matters of employment of a particular town employee.

RESOLUTION #262

Councilmember MacEwan moved, seconded by Councilmember Wilson to enter into Executive Session to discuss matters of employment of a particular town employee. **All in Favor. Motion Carried.**

No Action Taken: 6:30PM

Minutes respectfully submitted by:

Jodi Petteys
Town Clerk

Katie Persons
Minute Taker