

SPECIAL MEETING
BOLTON TOWN
BOARD

July 19, 2022

Special Meeting:

Supervisor: Ronald Conover
Councilmember: Robert MacEwan (Absent)
Councilmember: Brendan Murnane
Councilmember: Wanda P. Cleavland
Councilmember: Susan Wilson
Town Clerk: Jodi Petteys (Absent)
Counsel: Brian Reichenbach
Acting Director of Planning & Zoning: Josh Westfall

Meeting Called to Order: 10:00AM

Pledge: Supervisor Conover

PUBLIC HEARINGS:

- Resolution for a sound amplification permit for The Sembrich for a wedding event on Saturday August 13, 2022 from 6PM – 10PM, property location – 4800 Lake Shore Drive.

RESOLUTION #163

Councilmember Murnane moved, seconded by Councilmember Wilson to close the Public Hearing. **All in Favor. Motion Carried.**

Councilmember stated this application was pretty straight forward and falls within the parameters of what is normally allowed.

RESOLUTION #164

Councilmember Wilson moved, seconded by Councilmember Cleavland to approve the sound

amplification permit for The Sembrich for a wedding event on Saturday August 13, 2022 from 6PM – 10PM, property location – 4800 Lake Shore Drive. **All in Favor. Motion Carried.**

New Business:

- Resolution to expand the alternate members of the Planning and Zoning Board to two.

Councilmember Wilson stated this was needed to help ensure that the Boards have a quorum.

RESOLUTION #165

Councilmember Cleavland moved, seconded by Councilmember Wilson to expand the alternate members of the Planning and Zoning Board to two. **All in Favor. Motion Carried.**

- Resolution to appoint David Kneeshaw as a member of the Zoning Board of Appeals to fill the unexpired term of Jeff Anthony with term to expire on 12-31-2026.

RESOLUTION #166

Councilmember Cleavland moved, seconded by Councilmember Murnane to appoint David Kneeshaw as a member of the Zoning Board of Appeals to fill the unexpired term of Jeff Anthony with term to expire on 12-31-2026. **All in Favor. Motion Carried.**

- Resolution to appoint Henry Caldwell as an alternate to the Zoning Board of Appeals to commence July 2022.

RESOLUTION #167

Councilmember Wilson moved, seconded by Councilmember Murnane to appoint Henry Caldwell as an alternate to the Zoning Board of Appeals to commence July 2022. **All in Favor. Motion Carried.**

- Resolution to seek participation in the AARP livable community for all ages program and be designated as an age-friendly community.

Acting Director of Planning & Zoning Josh Westfall stated this was a funding opportunity which increases our points toward grant applications and gives the Town more of a standing in the grant process.

RESOLUTION #168

Councilmember Wilson moved, seconded by Councilmember Murnane to seek participation in the AARP livable community for all ages program and be designated as an age-friendly community as follows:

WHEREAS, the health safety and welfare of residents and visitors of all ages is of highest concern to the Bolton Town Board; and

WHEREAS, as the U.S. population ages and people stay healthy and active longer, communities must adapt and

WHEREAS, planning processes including community revitalization and economic development plans should include the needs of all people regardless of age, income, physical ability, race and other factors pertinent to older adults; and

WHEREAS, community decisions on land-use, housing, and transportation should be consistent with any comprehensive, strategic, or area plans that have, or will be developed with public input; and

WHEREAS, members of the AAP Network of Age-Friendly Communities become part of a larger network of communities that are committed to giving their older residents the opportunity to live rewarding, productive and safe lives; and

WHEREAS, in 2022 the New York State Department of State along with other State agencies have identified this as this a positive addition to a municipality's planning process and considerations; and

WEHREAS, membership in the Network of Age-Friendly Communities includes access to financial assistance and technical expertise, not only from AARP, but from partnering NYS agencies.

NOW LET IT BE RESOLVED that in order to ensure Bolton is a well-designed, livable community that promotes health and sustained economic growth for residents of all ages, the Town of Bolton supports the planning process and request participation in the Network of Age Friendly Communities. **All in Favor. Motion Carried.**

- Resolution to authorize the reimbursement of professional certification and organization memberships fees to qualified employees for 2022.

RESOLUTION #169

Councilmember Cleavland moved, seconded by Councilmember Wilson authorize the reimbursement of professional certification and organization memberships fees to qualified employees for 2022 as follows:

WHEREAS, the Town of Bolton Adopted 2022 Budget for the Planning and Zoning Office includes consideration of expenses related to professional certifications, professional certification maintenance, and professional organization membership for qualified employees; and

WHEREAS, the annual certification cost is due for an employee’s certification with the American Institute of Certified Planners (AICP); and

WHEREAS, the annual organization membership to the American Planning Association (National) and Upstate New York American Planning Association (Chapter) is also due at this time; and

WHEREAS, it has been determined that membership in the organization at large, the chapter, and AICP Certification is desirable to, and benefits the Town of Bolton.

NOW LET IT BE RESOLVED that the Town of Bolton Town Board, under the Planning and Zoning Office budget line, hereby authorizes the reimbursement of professional certification and organization membership fees to qualified employees for the year 2022. **All in Favor. Motion Carried.**

- Resolution authorizing the Town of Bolton to participate in the NYSERDA Clean Energy Communities’ Program (CEC).

Acting Director of Planning & Zoning Josh Westfall stated this also increases our points toward grant applications which give us opportunities for municipal projects.

RESOLUTION #170

Councilmember Wilson moved, seconded by Councilmember Murnane authorize the Town of Bolton to participate in the NYSERDA Clean Energy Communities’ Program (CEC):

WHEREAS, the Town of Bolton traditionally has, and continues to show its commitment to environmentally beneficial causes including clean and alternative energy for both public and private facilities town wide; and

WHEREAS, this has traditionally been done with due consideration to the efficient use of taxpayer funds and the improvement and modernization of aging and inefficient public facilities and infrastructure, seeking the most efficient technology related to the use; and

WHEREAS, the New York State Energy and Research Development Authority (NYSERDA) provides numerous technical and financial resources to communities of all sizes through the Clean Energy Communities Program; and

WHEREAS, the Town of Bolton having demonstrated its long-standing commitment to this clean and efficient energy and climate resilience seeks to capitalize on these long standing policies and improve those by supporting greater with New York State goals as paramount to the Clean Energy Communities program and those outlined in the Climate Leadership and Community Protection Act.

NOW LET IT BE RESOLVED that the Town of Bolton Town Board hereby seeks participation in the NYSERDA Clean Energy Communities Program and will undertake initiatives to further support that commitment utilizing available New York State technical resources and funds available through this program. **All in Favor. Motion Carried.**

- Resolution authorizing the supervisor to enter into a professional service contract with Laberge Engineering and Consulting Group, LTD for review services.

Acting Director of Planning & Zoning Josh Westfall stated this resolution was for a grant we are applying for now.

RESOLUTION #171

Councilmember Wilson moved, seconded by Councilmember Cleavland authorize the supervisor to enter into a professional service contract with Laberge Engineering and Consulting Group, LTD for review services as follows:

WHEREAS, the Town of Bolton Planning and Zoning Office staff has been charged with the responsibility of grant writing, grant coordination, and grant surveillance related to numerous funding programs and opportunities, including the 2022 Round of the NYS Annual Consolidated Funding Application (CFA); and

WHEREAS, additional professional expertise and review of grant applications, as well as surveillance of grant opportunities is desirable to assist the Planning and Zoning Office in their

charge, which may lead to improved application outcomes and better alignment with established Town goals and needs; and

WHEREAS, the Town, after due consideration has identified a qualified firm which has proven experience and expertise in securing grant funding, grant coordination, and grant surveillance; and

WHEREAS, it has been determined that the Laberge Group, LTD has the desirable firm to review grant applications and provide suggestions for improvements and/or enhancements to any applications written by Town Staff, is able to coordinate with necessary agencies and representatives, and can surveil grants at the direction of Town staff.

NOW LET IT BE RESOLVED that the Town of Bolton Town Board hereby authorize the Supervisor to enter into an agreement with the Laberge Group for grant review and surveillance as requested on an hourly basis, as directed by the Acting Director of Planning and Zoning. **All in Favor. Motion Carried.**

- Resolution to authorize the placement of a bench along the pathway in Rogers Park honoring Curt Truax for 50 years of service in the Bolton Fire Department.

Supervisor Conover stated that we would contact the LA Group and figure out where would be best for the placement of this bench.

RESOLUTION #172

Councilmember Cleavland moved, seconded by Councilmember Murnane to authorize the placement of a bench along the pathway in Rogers Park honoring Curt Truax for 50 years of service in the Bolton Fire Department. **All in Favor. Motion Carried.**

- Resolution to authorize the Town Clerk to publish a Public Hearing Notice for consideration of commencing the process of creating a special EMS District at the regular town board meeting on August 2, 2022 at 6:00PM.

RESOLUTION #173

Councilmember Wilson moved, seconded by Councilmember Cleavland authorize the Town Clerk to publish a Public Hearing Notice for consideration of commencing the process of

creating a special EMS District at the regular town board meeting on August 2, 2022 at 6:00PM as follows:

WHEREAS, the Bolton Town Board (the "Board") is considering forming the Bolton Ambulance District (the "District") covering the entire area of the Town in accordance with Article 12-a of New York Town Law for the purpose of providing emergency medical and ambulance services within the Town; and

WHEREAS, the purpose of establishing the District is to ensure the health and safety of those in Bolton who may find themselves in need of emergency medical care. This is not only a crucial but potentially lifesaving endeavor which will benefit the people of the Town in any event that emergency medical services are required; and

WHEREAS, upon formation of the District, tax dollars acquired through the Bolton Ambulance District shall only be used by that District going forward.

WHEREAS, the Town feels that having a specific budget item to designate funds dedicated to the newly established Ambulance District is paramount in terms of transparency and accessibility of such information to the people of the Town of Bolton; and to provide the funds necessary for such services; and

WHEREAS, a Map, Plan and Report (the "Map, Plan and Report") has been prepared concerning the proposed District; and

WHEREAS, the Map, Plan and Report has been filed in the Town Clerk's Office and is available for public inspection; and

WHEREAS, the Map, Plan and Report is relevant to the entire area of the Ambulance District which will encompass the Town of Bolton in its entirety; and

WHEREAS, establishment of the proposed District has been determined not to be an Action under the State Environmental Quality Review Act (SEQRA);

NOW, THEREFORE, IT IS HEREBY

ORDERED:

1. The boundaries of the proposed District will encompass the Town of Bolton in its entirety. The map is attached to the Map, Plan and Report filed in the Town Clerk's Office.
2. Services to be provided include Basic Life Support transport and treatment and arranging for or providing Advanced Life Support Treatment in compliance with the Regulations of the New York State Department of Health, Bureau of Emergency Medical Services. These

services will be provided by contract for the Bolton Ambulance District with the Bolton EMS Services, Inc.

3. For the first year of operation of the Bolton Ambulance District, the maximum cost to be expended is estimated to be \$425,000 for the contract for services.

4. No capital improvement costs are anticipated for the proposed District, so there will be no debt service costs related to the proposed District.

5. The estimated cost to the typical property in the District, which typical property is a one or two family residence having an assessed value of \$459,000 for the first year of operation of the District is \$102.36 as it relates to sixty-nine (69) parcels of land throughout the Town. This estimated cost is based on a total cost for the first year of \$425,000 divided by a total taxable assessed value of property in the Town of \$1,909,521,707, resulting in a tax rate of \$.223 per \$1,000 of taxable assessed value. Therefore, the estimated annual cost to the typical property is \$102.36.

6. A detailed explanation of how the estimated cost of the District was computed is included in the Map, Plan and Report which has been filed with the Town Clerk and is available for public inspection.

7. The Town Board shall meet and hold a public hearing at the Town Hall, 4949 Lake Shore Drive, Bolton Landing, NY 12814 at 6:00 p.m., on Tuesday August 2, 2022 to consider the Map, Plan and Report and to hear all persons interested in the proposed District and to take such other and further action as may be required or authorized by law.

8. The Town Board hereby authorizes and directs the Town Clerk to duly publish and post this Order not less than ten (10) days nor more than twenty (20) days before the Public Hearing date as required by Town Law §209-d, and to complete or arrange for the securing of two (2) Affidavits of Publication and two (2) Affidavits of Posting required hereby and to file a certified copy of this Order with the State Comptroller on or about the date of publication. Posting shall include placing on the Town's website. **All in Favor. Motion Carried.**

Supervisor Conover stated at this stage they need to commence the process in a timely fashion so we can make the timeline for next year and the Town should think about putting the EMS on its own financial footing. He stated that there are a number of communities that are making this change.

RESOLUTION #174

Councilmember Cleavland moved, seconded by Councilmember Wilson to Adjourn. **All in Favor. Motion Carried.**

Meeting Adjourned: 10:15 AM

Minutes respectfully submitted by:

Jodi Petteys
Town Clerk

Katie Persons
Minute Taker