

REGULAR MEETING
BOLTON TOWN BOARD

Aug 1, 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: Tim Coon

Minutes:

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

RESOLUTION #201

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

Public Hearings:

Public Hearing regarding outdoor amplification permit by Rick Gage for event at 26 Sawmill Lane, September 10 or 17, 2017, live music, 3pm-9pm.

- Resolution regarding outdoor amplification permit by Rick Gage for event at 26 Sawmill Lane, September 10 or 17, 2017, live music, 3pm-9pm.

Councilmember Wilson stated this certainly fell within the parameters of what the Board approves and she did not see any issue with approving one of these dates.

RESOLUTION #202

Councilmember Wilson moved, seconded by Councilmember Bolton to approve the sound amplification permit for outdoor music by Rick Gage for event at 26 Sawmill Lane, September 10 or 17, 2017, live music, 3pm - 9pm. All in Favor. Motion Carried.

Public Hearing to give consideration to enacting by resolution an amendment to Town of Bolton Ordinance #38 entitled "ORDINANCE FOR REGULATION OF PARKS AND BEACHES IN

THE TOWN OF BOLTON, NEW YORK” and Section 21 therein, making provisions for fines and enforcement concerning Ordinance offenses.

- Resolution authorizing an amendment to Town of Bolton Ordinance # 38 entitled “ORDINANCE FOR REGULATION OF PARKS AND BEACHES IN THE TOWN OF BOLTON, NEW YORK” and Section 21 therein, making provisions for fines and enforcement concerning Ordinance offenses.

Atty. Muller stated this creates a fine structure which is more realistic than the existing ordinance. It sets up in a more modern 3 tier version. This will give an enforcement aspect to the Ordinance which says that in the appropriate circumstances the authorities, town and police agencies could require that the boats be towed and stored at the expense of the owner. It is highly recommended that there is an enforcement aspect in the ordinance.

Supervisor Conover said this increases the 3-step process. He asked if the towing would be strictly at the discretion of law enforcement. Atty. Muller stated yes, but if the Board made a recommendation to tow the boat they would. If the supervisor said just tow the boat, it could be done. Supervisor Conover said that they need to change the signs, raise the price of the fine and tow if necessary. The town docks are for park visitors and the regulations are clear. There is no boat docking between the hours of 11:00pm and 7:00am.

Councilmember MacEwan inquired about signage. Supervisor Conover stated signage was put up stating the hours and the fact that violators would be subject to fines and towing.

RESOLUTION #203

Councilmember Wilson moved, seconded by Councilmember Bolton to authorizing an amendment to Town of Bolton Ordinance # 38 entitled “ORDINANCE FOR REGULATION OF PARKS AND BEACHES IN THE TOWN OF BOLTON, NEW YORK” and Section 21 therein, making provisions for fines and enforcement concerning Ordinance offenses as presented. All in Favor. Motion Carried.

Supervisor Conover asked when this would become in effect. Atty. Muller stated once it was prepared it was enforceable.

Public in Attendance:

Susan Amato of 48 Sagamore Road spoke about her displeasure with the no overnight parking regulations on Sagamore Road.

- They have been robbed of their overnight parking rights that they have always had.
- They are tax paying residents.
- Safety has never been an issue.
- Cleaners don’t clean the road during the night.
- Scott Andersen and Joe Silipignio have no objection to overnight exception for her guests.
- A curb cut is not going to be feasible.

- The legal notice should have been published when they could have seen it.
- She would like parking for her overnight guests.
- Her property as lost value and may be unmarketable.

Correspondence:

- Alexander Novick of the LGLC concerning easement monitoring visit to parcels #155-1-30, 177.00-1-6 & 177.00-1-15.2.
- Email correspondence, Chad Sievers regarding waste water engineering report.
- Rev. Dan Pacholec regarding water bill.
- Cedarwood Engineering regarding WWTP Plan for Process Improvements.
- Assemblyman Dan Stec supporting the Town of Bolton grant application from the NYS DOS Local Waterfront Revitalization Program.
- Karl Cowden thanking Aimee Galentino for all her assistance while lost hiking.
- Elizabeth Bazinet, CSEA in regard to Employee Benefit Fund.
- Pamela Kenyon in regard to property on Horicon Ave.
- Darlene Hayes, Warren County SPCA regarding GFK9 as the new impound facility.
- Foil request, David Decker.
- Bill Gates in favor for increased fines for overnight docking at the parks.

Committee Reports:

Councilmember Robert MacEwan

Justice Court:

- During the month of June 2017, Judge Harry Demarest took in \$5,555.00 and Judge Edward Stewart took in \$8,446.00. Total monies forwarded to the Town of Bolton amounted to \$14,001.00. There are itemized lists located in the Court if anyone desires to look them over.

Transfer Station:

- Total for month \$13,706.78.
- Spring Clean Up cards \$6,648.00.
- Mowed and weed whacked.
- Evolution picked up electronics twice this month.
- Sent 2 boxes to Call 2 Recycle.
- Talked to Billy about removing brush.
- Have new containers for tires.
- Lisa French will be on vacation Sept 11th – 25th.

Councilmember MacEwan stated they would like to paint the inside of the hopper. He suggested getting an additional container to do this. Councilmember Bolton agreed that a container would be a safe and efficient way to accomplish this.

Recreation Department:

1. Recreation Center-

- A. The Recreation Center Closed on June 15 for the summer, and will re-open in September when school resumes.
- B. Attendance- January=94, February=64, March 101, April=78, May=104, June=54
- C. Handbook-The Recreation Center Handbook is now complete and available online
- 2. Winter Programs-NA
- 3. Summer Programs-
 - A. All seasonal staff has now been hired and training has begun for all employees.
 - B. The summer calendar is available online and been mailed to Diamond Point and Bolton residents
 - C. Day Camp
 - A. The Department of Health conducted a pre-operational inspection of our Day Camp site and found no violations.
- 4. Other
 - A. Boat Cruise- On Wednesday June 14th over 200 people enjoyed music and food on the pier and 212 enjoyed the boat cruise aboard the Mohican. Thank you to the Sagamore Hotel for donating the hotdogs and rolls, Neuffer's Deli for the condiments, Adirondack Classics for use of the grills, Stewarts for the beverages, and Ben & Jerry's for the ice-cream. Thank you to the Parks Department for setting up the picnic area.
 - B. The dock at Roger's Park continues to be an issue as far as water pooling and it is becoming excessively slippery. She ordered a variety of samples of rubber matting to lay down that would allow for drainage and hopefully, prevent slips and falls. The sample I recommend based on higher level of traction and ease of installation will cost \$1,700. She ordered it and it should arrive 7/5/17.
 - C. Water Testing has begun on all of the beaches and consistently show impeccable test results.
 - D. The Recreation Department has cancelled a trip to Yankee Stadium on Sunday August 13 to see them play against the Boston Red Sox.

EMS:

EMR report regarding billing activity for June 2017:

- Calls: 28 of which 15 were billable

- Gross Charges Billed in June: \$ 18,344
- Gross Charges Billed YTD: \$ 45,698
- Payments Received in June: \$ 7,283
- Payments Received YTD: \$ 45,635

- EMS billing receipts were \$42,929 thru June 2016; however, we billed \$54,415 thru June 2016.

- Payroll Expenses for June were \$18,760. Year to date 2017 thru June is \$106,136 versus \$101,346 for 2016.
- Monday, July 24th we will be undergoing a New York Dept. of Health field inspection beginning at 10:00 am. Tony Lipari and Anne Green have been working to be certain our ambulances and personnel records are in compliance.
- New York's Paid Family Benefit Law ("PFL") will take effect on January 1, 2018. Private employers with at least one employee will be required to provide PFL coverage to its eligible employees. This coverage provides partial wage replacement to employees for time off (up to 8 weeks in 2018) to help them bond with a child, care for a close relative with a serious health condition or help relieve family pressures when someone is called to active military service. Employees are guaranteed the ability to return to their job. The premium for PFL will be funded by employee contributions (0.126% of weekly wage not to exceed \$1.65).
- Received the annual request for an ambulance and crew from the Adirondack Marathon Distance Festival in Schroon Lake for Sunday, September 24th from 6:45 am to approximately 2:45 pm.
- Our generous charitable foundation advised that a donation of \$20,000 is planned for 2018 subject to market conditions. We are requested to once again propose specific use of the funds rather than incorporating into general funds.

Councilmember Tim Coon

Assessor:

- The response to the data inventory questionnaires has been pleasing. The office has received approximately 42% return at this time, more are coming in every day. Several of the responses will need to be followed up, requiring site visits and valuation review. This process should be repeated every four to six years to keep up to date with the inventory.
- The legislature passed a continuation of the Cold War Veterans exemption beyond the initial ten (10) year period, and the Governor is expected to sign it into law soon. The Town Board will now have to decide to adopt a local law allowing the extension; if no local law is passed the exemption here in Bolton will cease. Lexie Delury, Warren County Real Property Director states that she will be submitting this to the County Board in the near future.
- Christine just returned from Cornell University taking her NYS required continuing education credits.

Police:

- 53 patrol shifts, 450 reportable activities and 303 property checks.
- Chief Neumann and Officers Keane and Lail were on duty for July 4th fireworks with no incidents.
- Officer Keane preformed a street light assessment and gave a notification of the assessment to National Grid.

Councilmember Susan Wilson

Planning/Zoning:

- The Planning Office for the month of July collected fees in the amount of \$1,154.25 for various items including Certificates of Compliance, Septic Permits, Variances, Site Plan Review, Stormwater Permits and Copies and Searches.
- Staff meetings are held daily.
- Staff continues to incorporate the zoning files into the master files.
- On Thursday the planning staff, town attorney and I will meet with consultant to complete the document for submission to the Adirondack Park Agency for their review.

Library:

- The Library gala “Dancing Under the Stars” will be held on Saturday, August 12th beginning at 5:00 PM. The baskets that will be raffled at the gala are on display at the library and tickets can be purchased prior to the event.

Vietnam Moving Wall:

- The Vietnam Moving Wall Committee is looking for volunteers to help with setup and removal of the Wall. The Wall will arrive in Bolton on September 20th and set up will be on September 21st. Opening Ceremonies will be Friday, the 22nd at 8:30am. The Wall will then be open to the public 24 hours a day until the closing ceremonies on Monday, September 25th at 9:00am. We also need people to serve as guides to the visitors assisting them with finding names on the wall, making name rubbings and providing information regarding the schedule of events. Please contact Jodi at the Town Clerk’s office or Elaine at the Chamber office to sign up to help.

Rogers Park Open House

- Next Monday, August 7th from 6:00 to 8:00pm the town will be holding an open house to review the concept design that has been developed for the next phase of Rogers Park. This includes improvements to the hillside, bandstand and existing docks at the town beach and pier. The design consultants from The LA Group and JMZ will be on hand to discuss the project.

Councilmember Cheryl Bolton

Highway Department:

- Repair washout on Padanarum Road.
- Replacing culverts on Wall St.
- Cleaning ditches west end of Wall St.
- Mowing roads.
- Sweep streets.
- Sent trucks to Thurman and Chestertown.
- Graded and raked dirt roads.
- Dust control applied on dirt roads.
- Compiled a list of surplus vehicles for the town.

Councilmember Bolton stated that she took a guided tour of the work being done by the Highway Department on July 24th and was impressed by the scope of work being done. The entire crew has done remarkable work. Padanarum had a vast amount of damage due to the beaver dam. She has made some recommendations and talked with the mechanic about scheduling equipment updates in the fall.

Water Department:

- Total flow to distribution for the month of July is 10,402,466 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.
- 7/30/17 chemical applicator on site to copper sulfate the pond.
- Quarterly meter readings complete.
- Continuing efforts to change water meters in town to radio reads.

Sewer Department:

- The plant took in 7,237,210 gallons of wastewater for a daily average of 233,458.
- ACS installed a new switch so that both effluent sand filter pumps can be run at the same time increasing the pumping capability to each filter and avoiding the need to bypass the sand filters during high flows.
- Keeping up on general maintenance around the plant and the pump stations.
- Installed new soda ash tank and pump to help with the Effluent PH.
- Casella hauled 88,000 gallons of sludge.
- Cedarwood continues to work with the Wastewater Department on process control and sampling at the plant.
- On 7-1-2017 there was an alarm at the north pumping station due to a power surge and losing a phase of power.
- Milton Cat changed the radiator at the north station.
- On 7-13-2017 the EQ tank level was noticed to be very high and the auto control valve was not working. Upon inspection of the valve it appeared to be working properly but the tank was not draining down. The tank was bypassed and pumped down as to allow personnel to inspect the outlet of the tank. When the outlet was inspected there was no blockage. The auto control valve was re inspected a pin was noticed on the floor. That pin is what held the valve to the control actuator. The pin was reinstalled and the valve was calibrated by ACS control. While the tank was empty the old and broken EQ air piping was cut out to allow for quicker installation of the new air system in the fall.

Town Clerk:

Councilmember Bolton stated that the Clerk's office has been inundated not only with their regular work but also the software from the water meter reading, which has been cumbersome. She is confident that Jodi will be working this out. She has set up meetings with both software representatives.

Councilmember Bolton stated that they were doing a technology review and update of the software. A computer is set up so any board member can look at it. They will be looking at these programs to see if they are using the best product to meet the town's needs. They will be coming up with a training plan for professional development to train the staff on the programs that they are using every day this fall. A full staffing plan will be done in October and a NYS Retirement workshop will be scheduled in late November. Staff annual evaluations will start in October.

Supervisors Report:

- Revenue: \$1,824,265.60
- Expense: \$1,018,845.52
- He has received lots of feedback that the town looks great and has never looked better. The town crews are doing a tremendous job.
- Talked with Tim Larson to begin discussion with Warren County Soil & Water about moving forward with securing a grant for replacement of the bridges on Padanarum Road.
- The ballfield is largely complete and looks terrific.

Councilmember Bolton stated she wanted to give the staff from Building and Grounds a special thank you for dropping everything last Friday morning to spread hay up there. They did this along with everything else that needs to be accomplished before the weekend. The staff involved in this project has done a fantastic job. Councilmember Wilson thanked Jim Liebrum of Warren County Soil & Water who organized and stated at the last minute and George and his staff took went up and assisted them. She said she really appreciated their willingness to drop everything and help out.

Supervisor Conover thanked the Catholic Church for the utilization of their parking lot for the town.

New Business

- Resolution to authorize the Board declare the following vehicles as surplus:
 - 2002 F250 vehicle identification # 1FTSF31L52EC49773
 - 2003 GMC 2500HD vehicle identification # 1GTHK24U63E379440
 - 2004 GMC YUKON vehicle identification # 1GKEK13V04J253806
 - 2006 F250 vehicle identification # 1FTNF21596EA02349

Councilmember Bolton stated this was just a clean up to get these vehicles off the inventory.

RESOLUTION #204

Councilmember Bolton moved, seconded by Councilmember Coon to authorize the Board declare the following vehicles as surplus:

- 2002 F250 vehicle identification # 1FTSF31L52EC49773
- 2003 GMC 2500HD vehicle identification # 1GTHK24U63E379440
- 2004 GMC YUKON vehicle identification # 1GKEK13V04J253806
- 2006 F250 vehicle identification # 1FTNF21596EA02349

All in Favor. Motion Carried.

- Resolution authorizing the Sagamore the use of town pier for docking of the Adirondack on Friday, August 11, 2017 from 2:30pm to 5:30pm and to allow Sagamore vehicles to enter the park to load and unload guests at this time.

RESOLUTION #205

Councilmember MacEwan moved, seconded by Councilmember Coon to authorize the Sagamore the use of town pier for docking of the Adirondack on Friday, August 11, 2017 from 2:30pm to 5:30pm and to allow Sagamore vehicles to enter the park to load and unload guests at this time. All in Favor. Motion Carried.

- Resolution to authorize the Supervisor to enter into an agreement with GFK9 for a new impound facility for stray animals.

RESOLUTION #206

Councilmember Coon moved, seconded by Councilmember Wilson to authorize the Supervisor to enter into an agreement with GFK9 for a new impound facility for stray animals. All in Favor. Motion Carried

Motion to convene as Bolton Sewer District.

RESOLUTION #207

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

- Resolution to waive the septic fee for cottage #5 in Brooklawn Village Association and request verification that the insurance company will not be paying the bill as a pre-requisite to the release.

Supervisor Conover stated they had received a letter regarding a water and sewer bill due to breakage in the line over the winter. He explained that the Board may want to consider that in these circumstances, if the water is not going into the sewer, they could forgo the sewer fee. He said they may want a notification from the property owner's insurance company that they were not being reimbursed for these fees. Councilmember MacEwan stated that he does not believe that the insurance company would pay the sewer bill. Supervisor Conover stated they could make this a stipulation. Councilmember Wilson stated she would be on board with waiving the

septic fee and she also agreed that the Board should receive a notice from the insurance company that payment would not be made by them.

RESOLUTION #208

Councilmember Wilson moved, seconded by Councilmember Bolton to waive the septic fee for cottage #5 in Brooklawn Village Association and request verification that the insurance company will not be paying the bill as a pre-requisite to the release. All in Favor. Motion Carried.

Motion to Reconvene as the Bolton Town Board

RESOLUTION #209

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

Public in Attendance:

RESOLUTION #210

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

TRANSFERS FOR AUGUST 2017

GENERAL:

6770.4 Meal Site CE	5650.4 Off Street Parking CE	\$188.00
7140.4 Recreation CE	7140.2 Recreation EQ	\$1,000.00

LIGHTS:

5182.4 Street Lights CE	Fund Balance	\$3,000.00
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SEWER:

8130.2 Sewage Treatment EQ	8130.4 Treat/Disposal CE	\$1,182.00
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ADDITIONAL TRANSFERS:

\$9,000.00 to be transferred to Sewer Cap Reserve from the Sewer District Fund Balance for Abstract 8

\$10,000 to be transferred to the Sewer District from the General Fund. The transfer will be set up as a Due To / Due From in anticipation of upcoming Quarterly Billing.

RESOLUTION #211

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

PAY THE Bills:

	VOUCHER	AMOUNT
Mid Abstract 7A		
General	1038-1063	\$2,552.99
Hwy	335	17.35
Sewer	202-205	1,054.58
Water	180-182	690.23
Lights	32	33.38
Abstract 8		
General	955-1037 1064-1104	\$56,007.97
Highway	315-334 336-350	19,205.70
Sewer	185-201 206-221	20,463.03
Water	169-179 183-189	6,842.61
Lights	33	25.87
Tourism	12-34	13,995.00
Special Ballfield	9-10	6,925.19
Rogers Park Cap	5-6	13,563.91
Waste Water Cap	4	9,060.00
Cross St Parking	7	225.00

Executive Session: To discuss employment matters dealing with personnel.

RESOLUTION #212

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

No Action Taken

Adjourn: 6:39pm

Minutes respectfully submitted by:

Jodi Connally
Town Clerk

Katie Persons
Minute Taker