

REGULAR MEETING
BOLTON TOWN BOARD

February 2, 2016

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: 6:31 pm.

Pledge: Sue Wilson

- Please remain standing for a moment of silence for Theta Curri, James Street, Patricia Galea, and Frederick Ross.

Minutes: Approve Minutes of the Organizational Meeting held on January 5, 2016
Approve Minutes of Regular Town Board Meeting held January 5, 2016.

RESOLUTION #38

Councilmember Bolton moved, seconded by Councilmember MacEwan to approve the minutes of the Organizational meeting of January 5, 2015. All in Favor. Motion Carried.

RESOLUTION #39

Councilmember Bolton moved, seconded by Councilmember Coon to approve the minutes of the Regular Town Board Meeting of January 5, 2015. All in Favor. Motion Carried.

Public in Attendance:

Penelope Jewel discussed the relocation of the Farmers Market. She stated the Catholic Church has basically requested control of the Farmers Market. She explained that Mr. Tyrell absolutely refuses to allow any vendors who sell alcohol. She stated the Farmers Market has an excellent reputation within the vendor system and the community. She is hoping that they may be able to use the Cross Street lot this year. They do not want to move this out of the foot traffic area, but if they can't control what they have at the market they will lose the quality of it.

Councilmember MacEwan asked what the alcohol aspect was. Ms. Jewel stated that it consisted of the Lake George Distillery and Oliva Farms. She stated to move those vendors would change the quality of the market. Logically she does not see the issue. Councilmember Bolton asked if

the concern was vendors with alcohol samples or vendors with alcohol in general. Ms. Jewel replied all alcohol. She stated an alternative would be that they could use 5 spots in the back of the Dula Parking lot. She explained that Deacon Tyrell has also stated the church will not allow anymore vendors join the market. Councilmember Bolton asked how many vendors they average. Ms. Jewel replied they have around 50 vendors insured as a part of the market, but they usually have about 40 vendors each week and they leave 8 tables open for community events. Councilmember Bolton inquired about power. Ms. Jewel replied that they pay the church for the electric used. She feels that they have really been good renters and neighbors, but they can't turn control of the market over to Deacon Tyrell and still keep the quality that they have.

Supervisor Conover stated they may be able to add a few places on the back corner of the Dula Parking Lot if that would be agreeable. He stated the problem with the Cross Street lot is that the town would not be able to move forward. He stated it may be a possibility after it is developed. Councilmember MacEwan inquired about the parking lot across from the church. Councilmember Wilson explained that the Catholic Church owned it.

Ms. Jewel stated that they would use the pathway to Dula for the other vendors. It is not ideal, but it is a solution for the year.

Cobber Pratt stated that moving the alcohol vendors off the site may or may not solve the problem. Councilmember Bolton stated they were showing a conscious effort to solve the concerns of the church. It's a sound solution for this year and she would like to thank them as it is loved by the community. Councilmember Wilson stated it is a real social event.

Zandy Gabriels spoke about his concerns with the following:

- His concerns of the lack of a budget for the Bolton Free Library while he was on the Board.
- His thought that an audit was needed and that there is not a monthly report just a statement of accounts.

Councilmember Wilson explained that Becky Herrick, CPA was the prior treasurer and turned in monthly reports. She stated that the Library has moved forward with SALS to initiate an audit and she stated she would keep him apprised.

- His belief that a civic organization needs a financial review.
- Town of Bolton lead and copper results for the Water District, and he would like them available on the web page so he can review them at his leisure.
- Questioned why boat storage, with no access to any lake, had to go to the LGPC for review.
- He believes that Municipal Home Rule should be asserted.

Code Enforcement:

Correspondence:

- Town of Queensbury regarding communication facility located at 373 NYS Route 149 in the Town of Queensbury.
- NYS DEC reminder to submit 2015 Annual Report regarding municipal waste.

- Victor Smith, Jr. thank you for the excellent job being done in Bolton on Mohican Road with plowing and drainage work.
- Irving Metzger recommending on behalf of a proposal by Steve Blumenthal.
- NYS Senator Little regarding phone number people can use to verify their eligibility for property tax freeze rebate (453-8146).
- Kelly Barker, Principal Social Welfare Examiner, Warren County Department of Social Services requesting notification of any person that is homeless and in need of assistance.
- Brad and Kris Irvine comments regarding application to the Planning Board by Steve Blumenthal.
- Andrew L. Luce, NYSDEC Environmental Engineer Technician 3 Division of Water regarding nitrogen monitoring report for well #3 at the Sewage Treatment Plant.

Supervisor Conover stated that one well on one test exceeded the nitrogen level. He stated this seems to happen once a year.

- Maggie Morgan, Communications Director for The Lotus Group, regarding program and needed permits. Establishing a private taxi service for rural areas.
- Time Warner Cable regarding initiatives to improve services and rate structures.
- Kathy Sinnott-thank you for information relative to expenditure of tax dollars.
- Robert Taylor, Chair Resolutions Committee, Association of Towns transmittal of report regarding proposed amendments to operating Constitution and Bylaws.
- Deanna Park, Director, Warren County Department of Social Services Countryside Adult Home requesting link on Town web-site.
- Michael R. Swan, County Treasurer transmittal of all payments made by Warren County to Bolton.
- Julia Bullard, Senior Race Director for the Ragnar Relay Adirondacks Race request to conduct race through the Town on September 23-24, 2016.

Committee Reports:

Councilmember Rob MacEwan

EMS:

The Warren County Sheriff's department will no longer be the primary responding agency for residential lifting assistance calls. This subject is to be a topic of discussion at the "Advisory Board" meeting next week.

New York Department of Health issued a "Health Advisory" amending the Commissioner's order of 10-16-14 regarding Ebola Virus Disease. Agencies are to conduct annual personal protection equipment (PPE) training annually.

We received an invitation to join the New York State Volunteer Ambulance and Rescue Association; essentially a lobbying group for volunteer and not for profit EMS agencies. Membership is \$65 annually for squads and \$10 annually for individuals.

Administration

EMR report regarding billing activity for December, 2015:

Calls: 16 of which 10 were billable

Gross Charges Billed in December:	\$ 11,419.
Gross Charges Billed in 2015:	\$209,506.
Payments Received in December:	\$ 9,160.
Payments Received in 2015:	\$137,424.
Payroll expenses for December:	\$ 15,633.
Payroll expenses in 2015:	\$206,205.

Justice Court:

- During the month of January 2016, Judge Harry Demarest took in \$2,020.00 and Judge Edward Stewart took in \$6,209.00. Total monies forwarded to the Town of Bolton amounted to \$8,229.00. There are itemized lists located in the Court if anyone desires to look them over.

Transfer Station:

- Total for the month: \$7,838.00.
- Spring clean-up cards \$2,350.00.
- Evolution came and picked up 6.5 pallets of electronics. They left boxes and pallets for future pickups.
- Lisa is starting the State report which is due on March 1st.
- Issues with the compactor, Jim Maddison will be here on 2/1/2016 to check it. (He replaced the hydraulic hose and filter).
- Kuddos to the Highway Department for sanding and always coming when asked.
- Donated bottles to BCS for a fund drive.
- Waste Management is working out very well.
- Spoke with electrician about replacing lights in the hopper.
- Still curious as to whether she should be charging for electronics.
- Spring clean-up cards right around the corner, she would like to know what they will be doing about the t.v.'s.

Animal Control:

- Dog at large on Main Street, returned to owner.
- Dog at large on Mohican Hill/9N, spoke to owner.
- Welfare check on dog on Wall Street.
- Welfare check on dog, Coolidge Hill.

Councilmember Tim Coon

Buildings & Grounds:

- Changed oil in both F-550's.

- Plow/salt roads and sidewalks.
- Changed all exterior lights on the Town Hall.
- Changed Tie rod end on 2006 F-550.
- Fixed Hub assembly on tractor.
- Put new door knob on bathroom at the Health Center.
- Put in ice eater at the Huddle.
- Saw cut and attempted to dig trench at Rogers Park for electric to the Museum.
- Changed cutting edges on plows.
- Picked sinks/vanities and toilets up to install at the Senior Center.
- Put Christmas decorations back into storage.
- Replaced the flags at the monument.
- New gutters were installed at the monument.
- Fixed the hydraulic lines on plow for 2003 GMC.

Assessor:

- The office has been busy with Exemptions for 2016 Assessment roll. This office continues to reach out to qualified property owners that have not applied for the Basic STAR exemption, to those who could qualify for the Enhanced Star exemption and of course to keep in touch with our Senior Citizens to ensure they renew their exemptions, along with administering the Non-Profit renewals, Forest Renewals and Veterans exemptions.
- The Valuation process is now full swing for filing of the Tentative Roll on or about May 1st. Christine is visiting properties that have acquired building permits/certificates of occupancy, recent sales and continuing to update the photos on the V4 file.
- Sales continue to be received by this office on a daily basis and the file is kept up to date with the new sales and address changes.
- Tax Freeze checks are being received, it may take a few months for all property owners to receive their check. The checks are part of Governor Cuomo's three-year property tax freeze program.

Police:

- 48 patrol shifts, 317 property checks and 349 recordable activities.
- Street light survey was completed and National Grid was notified of all non-working lights.

Councilmember Susan Wilson

Planning/Zoning:

- Planning Office for the month of January collected fees in the amount of \$1,149.00 for various items including Certificates of Compliance, Septic Permits, Variances, Site Plan Reviews, and After the Fact Fees.
- Mitzi and Sue attended the Saratoga County Planning Conference last Wednesday. What started in 2005 as a half-day program with close to 200 attendees today has 16 course offerings to choose from and this year had approximately 600 attendees. The courses are

varied and I believe this was my fifth time attending this conference and the topics are always interesting and informative.

Code Enforcement:

- Submitted a 15 page report that details 12 site visits and activities accomplished during the month of January.

Library:

- The Library continues their “Library Talks” Program on February 11th at 7:00 pm with a program by Bolton author and Library Board President Vincent Palazzo. Vince’s latest novel, a thriller titled *Auf Wiedersehen, Lampionne*, focuses on Sunday dinners with the Abate family and begins and ends with lasagna and cannoli. In keeping with the theme of the book a complimentary assortment of pastries, cheeses, fruits, wine and coffee will be served during the reading.

Seniors:

- George Mumblow picked up the sinks and toilets that will be replaced.
- I have a copy of their January Newsletter, which is also available on the Town Website, which provides information about their trips and activities as well as valuable contact information for seniors.

Councilmember Cheryl Bolton

Town Clerk:

Tax season:

- 2,587 postings,
- 77% collected
- Intake of 5 million dollars.
- They have started water meter reading calculation.

Highway: A few of the items they worked on were as follows:

- Plowed & salted small snow and ice storms.
- Took care of ice problems on Brereton Road & Mohican Hill.
- Worked on the upkeep of the trucks.
- Repaired drain problem in shop.
- Cut & chipped brush on Dixon Hill Road & Padanarum Road.
- Removed several trees downed by the wind.
- New mechanic is working out great.
- Four GPS & Salt units installed in front line trucks.

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.
- Website.

- Insurance sign ups.
- Appointment letters.
- Contracts.
- 426's.
- W-2's and tax information.
- Insurance verifications.
- Correspondence.
- Signed up many town residents for Code Red.
- Notarized a multitude of documents for many different individuals.
- Employee memos.

Water Department:

- Plant made 7,480,310 gallons of water.
- Inspected new 1" water tap at the Huddle Restaurant.
- Assisted WWTP breaking up frozen sludge in primary tank gas jets.
- Found defective Cl2 module and replaced.
- Ordered new chlorine analyzer for the plant.
- On 1-20-2016 Rural Water Association performed leak detection on Stewart Avenue, Brook Street and Elm Street. They discovered a leak in the service line feeding the house at 31 Stewart Avenue. The following day Kingsley's repaired the line.
- Called by Warren County Sheriff on 1-7-2016 for a water leak at the Belair house on Lakeshore drive. When we arrived on site the homeowner had shut the water off in the house and the leak had stopped.
- Called on 1-7-2016 for a water leak on Stewart Avenue. Upon further investigation it was discovered that the water was coming from a roof drain.
- On 1-18-2016 there was a town wide power outage that put the plant on backup power for about 12 hours.
- On 1-28-2016 we received a call for discolored water at 4552 lakeshore drive which is at the end of the south end distribution line. We flushed the line and it fixed the slight discoloration.
- Read water meters.

Sewer Department:

- The plant took in 3,664,960 gallons of Wastewater for a daily average of 118,224.
- Casella hauled 16,000 gallons of liquid sludge.
- Found a leak in the chemical feed pump line and repaired.
- Changed broken Effluent turbidity line.
- Had to break up ice in the primary tank gas jets to allow gas to escape.
- Did service on sewer jet.
- Installed new fuel transfer tank on F250.
- 1-18-2016 was a Town wide power outage and all pump stations and the plant ran on backup power for about 12 hours.
- 1-21-2016 had a sewer plug on Elm Street due to a sewer lateral break.

- 1-26-2016 Found inlet going into the main pump station was plugged with grease. We had to go into the manhole behind the station to remove the blockage and return flow.
- Water reads have been started.

Councilmember Bolton gave thanks to the Clerk's Office for the assistance they provide with the water meter reads.

Supervisor Conover commented that the repair on Elm Street went very, very well. Kudos to all involved.

Supervisors Report:

- Receipts: \$928,961.92
- Disbursements: \$581,132.85
- Sales Tax for 2015 was up .2 tenths from 2014 (\$8,597.52). Our 2016 Budget estimates look on target based on actual 2015 revenues.
- Visitor Center Project on schedule, Museum Project is starting to fall behind schedule, both projects are on budget.
- Water Department made a water repair on Elm Street. Not sure as to whether the repair will have an impact on the ground water issue in this area. The initial reports are that the water infiltration is less than what it was, but they will keep checking other avenues.
- Town health insurance policy change has been successfully completed. Thanks to Mariann Roberts-Huck, Cher Bolton and Kate Persons for their hard work and assistance, and all the town employees that attended the meeting.
- We have received authorization for mph changes on East Schroon River, Lamb Hill and Wall Street. These signs have been ordered and will be installed when received.
- Rural Water was brought in to help identify a water leak and this spring they will come and do a system wide evaluation to see if they can identify any other leaks. This is a free service that they provide.
- Financial reviews of the Courts, the Supervisor's and Clerk's office have been completed.

Supervisor Conover gave many thanks to Councilmember Wilson for performing these financial reviews. Councilmember Wilson stated she was very impressed with the staff and their attention to detail. She stated they have a very good staff here. Supervisor Conover stated it is good to have the different Board members perform this task so they get an understanding of what is done here at the town.

Councilmember Bolton gave kudos to the staff for all of their ongoing training.

New Business

- Resolution authorizing the Town Clerk to prepare and distribute Spring Cleanup Cards for 2016.

Councilmember MacEwan stated he did not believe there should be any changes to the card. Supervisor Conover agreed stating that some communities are charging for the larger t.v.'s., but he does not believe Bolton should at this time. Councilmember MacEwan stated they were in a

hard spot waiting for the County to sign a contract and that is why they had so many t.v.'s this last time. Supervisor Conover agreed, stating there may come a time to charge, but it is not now.

RESOLUTION #40

Councilmember MacEwan moved, seconded by Councilmember Coon to authorize the Town Clerk to prepare and distribute Spring Cleanup Cards for 2016. All in Favor. Motion Carried.

- Resolution approving change in the Town of Bolton Health Insurance Policies as presented by Jaeger and Flynn for 2016 (Blue Shield of NENY - Standard Platinum POS, MVP Platinum 1 EPO, Blue Shield of NENY – Standard Silver POS).

Supervisor Conover commended the CSEA leadership for being so helpful and cooperative. He suspects this will be something they will be looking at every year. Councilmember Bolton stated that partnering with Jaeger & Flynn was a very good move as they bring the Town sound options and the employees benefit from them.

RESOLUTION #41

Councilmember Bolton moved, seconded by Councilmember Wilson to approve the change in the Town of Bolton Health Insurance Policies as presented by Jaeger and Flynn for 2016 (Blue Shield of NENY - Standard Platinum POS, MVP Platinum 1 EPO, Blue Shield of NENY – Standard Silver POS). All in Favor. Motion Carried.

- Resolution declaring as surplus a 2001 Dodge truck (VIN: 3B7KF26ZX1M267542) and authorizing the Town Highway Superintendent to offer sell said truck for appraised value as established by the Town Highway Superintendent to the Town of Thurman (no warranties expressed or implied).

RESOLUTION #42

Councilmember MacEwan moved, seconded by Councilmember Coon to declare as surplus a 2001 Dodge truck (VIN: 3B7KF26ZX1M267542) and authorizing the Town Highway Superintendent to offer sell said truck for appraised value as established by the Town Highway Superintendent to the Town of Thurman (no warranties expressed or implied). All in Favor. Motion Carried.

- Resolution authorizing the Town Attorney to execute the stipulated agreement in the matter of Hawkins Investments Limited, Harold M. Bixby, Inc., and Lee Harrison against the Town of Bolton Zoning Board of Appeals, Town of Bolton Planning Board and F.R. Smith and Sons, Inc., on behalf of the Town of Bolton.

Atty. Muller stated this was an article 78 proceeding that was commenced after the determination by the ZBA and Planning Board challenged by those petitioners. There was a lot of delay and negotiation with a resolution offered by the petitioners and accepted by the respondents which was, that they the petitioners would abandon their article 78 proceedings. He stated he would

definitely recommend it. Councilmember Wilson asked if the decisions of the ZBA and the Planning Board would remain as approved. Atty. Muller said they would be as if they had not been appealed. He asked who would be paying the \$35 filing fee to the Warren County Clerk. Supervisor Conover stated he believed the Town of Bolton would make this payment and the Board agreed.

RESOLUTION #43

Councilmember Wilson moved, seconded by Councilmember Bolton to authorize the Town Attorney to execute the stipulated agreement in the matter of Hawkins Investments Limited, Harold M. Bixby, Inc., and Lee Harrison against the Town of Bolton Zoning Board of Appeals, Town of Bolton Planning Board and F.R. Smith and Sons, Inc., on behalf of the Town of Bolton and for the Town of Bolton to pay a \$35.00 filing fee to the Warren County Clerk's office. All in Favor. Motion Carried.

- Resolution authorizing the Supervisor to execute a professional service agreement with The LA Group for services relating to the development of the Cross Street Parking Project in an amount not to exceed \$14,585 plus reimbursables.

Councilmember Wilson stated she had met with the Highway and Building and Grounds departments and they believe they can handle most if not all of this project in house. She stated they anticipate starting the project in the spring. She said that they are hoping to be one of the first municipalities to do a project to the design standards of the LID with the help of the Lake George Waterkeeper. Supervisor Conover stated he would like the Highway Department to look into the drainage area on the back corner of the lot.

RESOLUTION #44

Councilmember Wilson moved, seconded by Councilmember Bolton to authorize the Supervisor to execute a professional service agreement with The LA Group for services relating to the development of the Cross Street Parking Project in an amount not to exceed \$14,585 plus reimbursables. All in Favor. Motion Carried.

- Resolution appointing Ike Wolgin, Buck Bryan, Kathy Conerty, Hal Heusner and Craig Hanon to the UDAG Loan Committee.

Councilmember Wilson stated these people have worked together on this committee for some time and they work very well together.

RESOLUTION #45

Councilmember Wilson moved, seconded by Councilmember Coon to appoint Ike Wolgin, Buck Bryan, Kathy Conerty, Hal Heusner and Craig Hanon to the UDAG Loan Committee. All in Favor. Motion Carried.

- Resolution appointing Edward G. White as a Marriage Officer for the Town of Bolton pursuant to NYS Domestic Relations Law #11-C, for a two year term beginning 3/1/2016.

Supervisor Conover stated Mr. White had been appointed as a marriage officer before. He asked Atty. Muller if 2 year terms were standard. Atty. Muller replied that it was.

RESOLUTION #46

Councilmember MacEwan moved, seconded by Councilmember Bolton to appoint Edward G. White as a Marriage Officer for the Town of Bolton pursuant to NYS Domestic Relations Law #11-C, for a two year term beginning 3/1/2016. All in Favor. Motion Carried.

- Resolution approving the Ragnar Relay Adirondacks Race through the Town on September 23-24, 2016 conditioned on the Town of Bolton being named as insured for the race.

Supervisor Conover stated this has race has been done for many years.

RESOLUTION #47

Councilmember MacEwan moved, seconded by Councilmember Coon to approve the Ragnar Relay Adirondacks Race through the Town on September 23-24, 2016 conditioned on the Town of Bolton being named as insured for the race. All in Favor. Motion Carried.

- Resolution accepting 2016 Financial Review of Records Report by the Bolton Town Board for the Supervisor' Office, Town Clerk, Town Tax Collector and Justice Court.

RESOLUTION #48

Councilmember Bolton moved, seconded by Councilmember Coon to accept the 2016 Financial Review of Records Report by the Bolton Town Board for the Supervisor' Office, Town Clerk, Town Tax Collector and Justice Court.

- Resolution to authorize the Supervisor to accept the Memorandum of Agreement for health insurance with the CSEA Local 1000 AFSCME, AFL-CIO.

RESOLUTION #49

Councilmember Coon moved, seconded by Councilmember Bolton to authorize the Supervisor to accept the Memorandum of Agreement for health insurance with the CSEA Local 1000 AFSCME, AFL-CIO. All in Favor. Motion Carried.

- Resolution authorizing Supervisor to enter into contract for service with the Glens Falls Animal Hospital for 2016.

RESOLUTION #50

Councilmember MacEwan moved, seconded by Councilmember Coon to authorize the Supervisor to enter into contract for service with the Glens Falls Animal Hospital for 2016. All in Favor. Motion Carried.

Public in Attendance:

RESOLUTION#51

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

Transfers

- Transfer \$27,000 to the Lake George Watershed Account from the General Fund.
- Transfer \$20,000 to the Cross Street Parking Lot Account from the General Fund.

RESOLUTION #52

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

Pay The Bills:

Abs 1A

General	19-27 29-34 36-45	\$159,390.61
Highway	2 & 3	257.35
Sewer	3-6	1,222.85
Water	3-5	1,288.47
Tourism	1	10,000.00
Off Street Parking	1	6,779.00
Lights	28 & 35	1,627.04
Rogers Park Cap. Project	1	1,051.00

Abs 2

General	46-63 65-165	43,279.14
Highway	4-49	36,982.96
Sewer	7-32	5,880.16
Water	6-28	6,527.31
Lights	64	43.06
Special Ballfield	1-4	3,603.17
Cross Street Parking	2	83,000.00
Sewer Capital Project	1	83.47
Senior Citizens Improvement	1	803.88
Vets Park Capital	1	480.60
Rogers Park Capital	1	236,206.84
L.G. Watershed Conference	1	27,000.00

The Board moved into executive session to discuss the employment history for a particular town employee.

No Action Taken.

Adjourn: 7:31

Minutes respectfully submitted by:

Jodi Connally
Town Clerk

Katie Persons
Minute Taker