

REGULAR MEETING
BOLTON TOWN BOARD

January 6, 2015

Regular Meeting:

Supervisor: Ronald Conover
Councilman: Robert MacEwan
Councilman: Owen Maranville
Councilmember: Cheryl Bolton (Absent)
Councilmember: Susan Wilson (Absent)
Town Clerk: Wanda Cleavland
Counsel: Michael Muller

Meeting Call to Order: 7:14 pm.

Pledge: Done at Organizational Meeting

Minutes: Approve Minutes of Regular Town Board Meeting of December 2, 2014.
Approve Minutes of Year End Meeting of December 29, 2014.

RESOLUTION #27

Councilmember MacEwan moved, seconded by Councilmember Maranville to approve the minutes of the of Regular Town Board Meeting of December 2, 2014

RESOLUTION #28

Councilmember Maranville moved, seconded by Councilmember MacEwan to approve the minutes of the Year End meeting of December 29, 2014. All in Favor. Motion Carried.

Motion to convene as the Bolton Board of Health

RESOLUTION #29

Councilmember Maranville moved, seconded by Councilmember MacEwan to convene as the Bolton Board of Health. All in Favor. Motion Carried.

Public Hearing: Daniel and Janet Behan – 20 South Beach Avenue, parcel ID: 200.14-1-14.

In accordance with Resolution #186 dated September 1, 2009, Local Board of Health review is required for holding tanks.

Section 3.030 Table 1 – Horizontal separation of septic/holding tanks to a property line: 10' feet are required and 6' feet are proposed from the easterly property line and 2' feet is proposed from the roadside property line.

Dennis MacElroy explained the following:

- The existing septic tank is preexisting non-conforming in size and through routine inspection they found deterioration.
- The Town Engineer advised replacement of the existing tank with two 1500 gallon holding tanks to provide adequate capacity.

Supervisor Conover asked if there was an automatic shutoff to the alarm system. Mr. MacElroy replied that there was not and he had mixed feelings about the need for it.

Councilmember Maranville asked about the setbacks. Mr. MacElroy said 10' was the setback to a property line and 35' to the roadway.

Supervisor Conover asked if they would abandon the existing leach field. Mr. MacElroy replied yes.

Councilmember Maranville asked about the pump out schedule. Mr. MacElroy replied it would be pumped as needed and there were alarms that would warn the applicant when a pump out was necessary.

Zandy Gabriels stated his thoughts on the need for automatic shutoffs. Supervisor Conover agreed and stated that the Board has required this before and he believes it is an appropriate measure to be extra safe due to the proximity to the lake. Councilmember Maranville stated that he did not believe it was a big deal to add the automatic shutoff. Mr. MacElroy agreed.

- SEQRA Lead Agency Designation

RESOLUTION #30

Councilmember Maranville moved, seconded by Councilmember MacEwan to declare the Bolton Town Board as lead agency for the Daniel and Janet Behan – 20 South Beach Avenue, parcel ID: 200.14-1-14 application for septic variances. All in Favor. Motion Carried.

- SEQRA Assessment & Finding

Supervisor Conover asked if the Board members had any concerns with:

1. Any of the items listed 1 through 20 in Part I, as submitted by the Applicant, on the SEQRA Form? No
2. Will the proposed action impact any of the items listed 1 through 11 in Part 2 of the SEQRA Form? No

RESOLUTION #31

Councilmember MacEwan moved, seconded by Councilmember Maranville to make a negative declaration with regard to SEQRA for the Daniel and Janet Behan – 20 South Beach Avenue, parcel ID: 200.14-1-14 septic variances. All in Favor. Motion Carried.

- Resolution regarding variance request for Daniel and Janet Behan – 20 South Beach Avenue, parcel ID: 200.14-1-14.

Based upon the materials submitted and accepted as part of the record, and the approval of the proposed septic application by Town Engineer Tom Nace, our findings are as follows:

1. The Applicant’s SEQRA submission, and our analysis of the issues presented, demonstrates that there are no significant environmental impacts or concerns.
2. 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.

Having declared ourselves as lead agency for this application, and having made a Negative Declaration for the SEQRA Application, I would like to make a motion to approve this application for a septic variance.

RESOLUTION #32

Councilmember MacEwan moved, seconded by Councilmember Maranville to approve the septic variance for Daniel and Janet Behan – 20 South Beach Avenue, parcel ID: 200.14-1-14 with the condition that an automatic shutoff is to be installed. All in Favor. Motion Carried.

Motion to Reconvene as Bolton Town Board

RESOLUTION #33

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

Public in Attendance:

Willie Bea McDonald, Chair Occupancy Tax Committee presented the following handout to the Board:

**BOLTON OCCUPANCY TAX
2015**

Asian Clams & other invasive Species \$ 30,000

Protecting and taking care of Lake George is of utmost importance to the town of Bolton and these funds are needed to help to keep Lake George clean and clear. The County and other lake towns have allotted funds for this use as well.

UpYonda Farm \$ 10,000

To help the county to continue the various programs, we have supported Up Yonda Farm for several years.

Chamber of Commerce \$ 20,000
The Chamber is very important in our town and this amount goes toward operating expenses.

Flowers \$ 6,000
Flowers brighten the town and this is the cost to purchase flowers for the flower pots and baskets around the town. Last year the beds were beautiful and everyone commented on the flowers.

Movies & Concerts in the Park \$ 14,500
This amount is for a movie night once a week in the park as well as a live concert once a week. Movie nights as well as the concerts have been very successful and give people something to do in the evening keeping them in town.

The above funds are in the 2015 town budget so already committed.

Additional Requests

Adirondack Folk Music Festival \$ 7,000
A good way to start the season in June is by having music in the park.

Ads on the Trolley \$ 3,000
The ad on the side of the red trolley last year was helpful to let people know Bolton Landing exists and to encourage people in Lake George to come to Bolton.

Advertising \$ 5,552
General advertising of Bolton in various media.

Columbus Day Fall Festival \$ 1,500
This has become a busy weekend for Bolton Landing and these funds are for advertising and other activities taking place that weekend to keep people in town.

Cultural Arts LG Theatre Lab ~ Lindsay Gates Theatre \$ 5,000
These funds help to support the theatre arts which draw people for the several outstanding performances that are held each summer.

Farmer's Market \$ 4,000
This successful summer weekly event brings many people to town.

Fireworks ~July 4th \$ 13,000
The Bolton Landing Business Association is involved with the 4th of July fireworks and this show is the biggest one in Bolton.

Girl Friends Weekend \$ 15,000

This has become a successful event and is growing bringing people to Bolton Landing for the first time as well as people returning for a fun weekend. The county has changed their program and no longer provides funding for this event.

Gold Cup 1935 Boat Race	\$ 4,700
This is the first year for this event and is to bring back the ambiance of the 30's with a race in Bolton Bay.	
King George Fishing Tournament	\$ 2,000
Our first year to help with the cost of advertising and promoting this tournament.	
Labor Day Fireworks and Music	\$ 9,000
What a great end to the summer.	
Lake George Triathlon Festival	\$ 1,000
Our first year to help promote this race and bring people to Bolton	
Sembrich Museum	\$ 9,000
The Museum puts on many programs throughout the season and this helps to defray the costs of some of these successful programs.	
Walking Map	\$ 2,500
This map gets updated and reprinted every year and is very popular.	
TOTAL REQUESTED	\$162,752

REVENUE

Occupancy Tax Money from 2013 available to use:	\$ 155,998
Unexpended Balance from 2014:	\$ 6,754
Total Occupancy Funds Available:	\$162,752

Supervisor Conover thanked Mrs. McDonald for continuing to Chair this committee and the fact that they had addressed as many of the applications as were presented. He also thanked all the other committee members.

Councilmember MacEwan inquired if the Cultural Arts Theatre was tied within the Rec Department. Supervisor Conover stated it was under the Rec Department for reporting purposes and coordination. He stated the funding comes from the Occupancy Tax.

Councilmember Maranville inquired if they had a choice of which side of the trolley the ads for Bolton are displayed. Mrs. McDonald replied that it basically the choice of the entity that applied for it first and the only way to move is for them to forfeit their spot.

- Resolution adopting the 2015 Occupancy Tax Expenditure Plan.

RESOLUTION #34

Councilmember MacEwan moved, seconded by Councilmember Maranville to adopt the 2015 Occupancy Tax Expenditure Plan. All in Favor. Motion Carried.

Zandy Gabriels spoke about the poor condition of Frank Cameron Road and what he thought the proper use of the grant monies for the sewer plant and what they should be studying.

Correspondence:

- Dan Durkee, Emergency Preparedness Coordinator, Warren County Health Services regarding Emergency Preparedness Exercise on March 12, 2015.
- Katie Aston Seely, Race Director Ragnar Relay, regarding 2015 race on September 25-26, 2015.
- Richard F. Laberge, P.E. President Laberge Group regarding consulting services.
- Andrea Calcavecchia, CPC Reimbursement Analyst transmittal of annual Hepatitis B Vaccination Agreement for 2015.
- Michael P. Hale, Deputy Counsel and CWSRF Application Coordinator regarding project eligibility criteria for funding under the Clean Water State Revolving Fund.
- Randy Beach, President, Lakes to Locks Passage 2014 Annual Report and thank you for continued support.
- Patrick M. Kane, Environmental Engineer, NYS DEC regarding annual monitoring data report for the Bolton Landfill.
- Steve Ridler, NYS DOS regarding unsuccessful funding request for Bolton Historical Museum Enhancement Project.
- Cesar A. Perales, Secretary of State, NYSDOS regarding successful grant application for Veterans Park dock replacement.
- Joseph Martens NYS DEC Commissioner and Matthew J. Driscoll NYS Canal Corporation regarding successful grant application for Bolton Sewer Plant.

Committee Reports:

Councilmember Rob MacEwan

Water Department:

- Actual flow through plant before deductions 5,424,200.
- Flow after deductions 4,674,595.
- Pond level is over the spillway.
- Monthly bacteriological came back satisfactory.
- Heritage Village had a water leak in one of their shut offs.
- PRV station south of Chic's Marina was leaking, which resulted in shutting off the water and Ross Valve rebuilt the pressure reducing valve.
- Sold one more drive by meter.

- Changed the chlorine vacuum regulator on the chlorine tank.
- Doing routine maintenance at the plant, along with plowing and shoveling off the PRV stations and bleeder areas.

Councilmember Owen Maranville

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

- Plow, salt and sand snow and ice storms.
- Snow removed from streets.
- Wash out, repaired, trucks.
- Dozer work at ball field.
- Graded and item #4 Riding-Hy Road.
- Cleared brush and trees from several roads from wet snow.
- Guard rail on Potter Hill Road.
- Road work on Dixon Hill Road.

Police:

- 36 patrol shifts, 274 property checks and 309 recordable activities.
- Chief Neumann received an email from Stan and Judy Lehigh thanking P.O. Lail and Chief Neumann for their great service and assistance with a disabled vehicle during a recent snow storm.

Assessor:

- During December the deed transfers and address changes were kept up to date on his computer files. Because the tax file was turned into the County last month, a list of changes with new labels has been given to the town clerk for tax collection. With regard to sales, they have had a total of 45 arm's length sales to report since the first of July. This is an increase of 12 sales from the previous month. Sales prices have remained relatively stable.
- During December, he continued his field work which included adding pictures to the files and visiting parcels sold to check inventory. He also spent considerable time on mapping changes made by the County based on newer surveys and/or deed research. He is continuing to track the local listings to see how they relate to his assessments.
- Near the end of the month they sent the renewals for the Low Income Aged exemptions. They also sent out a reminder letter to the owners of forested land with the Fisher exemption that they must inform us of any cutting and that a stumpage tax is owed if they do cut.
- Lastly, he will be out of the office next week 1/5 thru 1/9 attending a wedding in FL. His clerk Deb MacEwan will be covering the office in my absence

Justice Court:

During the month of December 2014, Judge Harry Demarest took in 7,270.00 and Judge Edward Stewart took in \$4,316.00. Total monies forwarded to the Town of Bolton amounted to \$12,586.00. There are itemized lists located in the Court if anyone desires to look them over.

Supervisors Report:

- Receipts:\$407,285.04
- Disbursements:\$1,079,738.95
- Closed on purchase of the Ross Property on Cross Street
- Thomas Suozzo regarding possible Membrane Bioreactor Pilot for Bolton
- Water break repair across from Heritage Village
- Rebuilt the PRV Valve on the South water line and a big thanks to our Water District for a job well done on a very dangerous situation.

Supervisor Conover stated that CT Male is checking on the PRV Valve station and the need for it.

- Sales tax was up 3.5% for November, and year over year up 1.3%.

New Business

- Resolution approving Ragnar Relay Race to be held September 25-26, 2015.

RESOLUTION #35

Councilmember MacEwan moved, seconded by Councilmember Maranville to approve the Ragnar Relay Race to be held September 25-26, 2015. All in Favor. Motion Carried.

- Resolution authorizing Supervisor to sign agreement with the Bolton School District regarding overall management and enforcement of parking on vacant lot adjacent to Fire District Building on Lake Shore Drive.

Councilmember Maranville asked what this meant from an enforcement standpoint. Supervisor Conover stated that there would be no overnight parking or trailers allowed.

RESOLUTION #36

Councilmember MacEwan moved, seconded by Councilmember Maranville to authorize the Supervisor to sign an agreement with the Bolton School District regarding overall management and enforcement of parking on vacant lot adjacent to Fire District Building on Lake Shore Drive. All in Favor. Motion Carried.

- Resolution authorizing Salt Agreement with the Bolton School District.

Supervisor Conover stated that this allowed the school to receive the salt that is purchased by the Town Highway Department and the Town would bill them periodically as needed.

RESOLUTION #37

Councilmember Maranville moved, seconded by Councilmember MacEwan to authorize a Salt Agreement with the Bolton School District. All in Favor. Motion Carried.

- Resolution authorizing the Bolton Supervisor to make budget transfers and report said transfers monthly in writing to the Town Board (said approval to exclude Contingency Fund Transfers and Transfers from the Unappropriated Fund Balance).

Supervisor Conover stated that this will be for in-line transfers already appropriated by the Town.

RESOLUTION #38

Councilmember MacEwan moved, seconded by Councilmember Maranville to authorize the Bolton Supervisor to make budget transfers and report said transfers monthly in writing to the Town Board (said approval to exclude Contingency Fund Transfers and Transfers from the Unappropriated Fund Balance). All in Favor. Motion Carried.

- Resolution reappointing Joel Jacko, Andy Roden, John Gaddy, Matthew Slaughter and Wendy Burkowski to various Boards and authorizing the change of term for appointment of Hal Heusner to the BLDC from 12/31/15 to 12/31/16.

RESOLUTION #39

Councilmember Maranville moved, seconded by Councilmember MacEwan to reappoint Wendy Burkowski to the Warren County Youth Board for 2015, John Gaddy to the Bolton Planning Board, with term to expire 12/31/2021, Matthew Slaughter to the Bolton Zoning Board of Appeals, with term to expire 12/31/2021, Andy Roden to the Bolton Board of Assessment Review, with term to expire 9/30/2019, Joel Jacko to the BLDC with term to expire 12/31/2017 and to authorize the change of expiration of term for Hal Heusner to the BLDC from 12/31/15 to 12/31/16. All in Favor. Motion Carried.

PUBLIC IN ATTENDANCE:

Dennis Murphy discussed the problem of the overflow of parking from Norowal into the school parking lot and his concern with the demolition of cabin/hotel motel colonies in the Town of Bolton and turned into private residences.

RESOLUTION#40

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

Transfers

To	From	Amount
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GENERAL:

1220.4 Supervisor CE	1430.4 Personnel CE	\$200.00
1340.4 Budget CE	1430.4 Personnel CE	\$59.00
1410.4 Town Clerk CE	1410.2 Town Clerk EQ	\$31.00
1650.4 Central Comm CE	1650.2 Central Comm EQ	\$358.00
3510.4 Dog/Animal Control CE	7110.4 Parks CE	\$23.00
5132.4 Garage CE	1990.4 Contingency	\$2,681.00
5182.4 Street Lighting CE	1990.4 Contingency	\$42.00

HIGHWAY:

5110.1 General Repairs PS	5148.1 Serv Other Govts PS	\$4,560.00
5110.4 General Repairs CE	5120.4 Bridges & Culverts CE	\$34,336.00
5130.2 Machinery EQ	5120.4 Bridges & Culverts CE	\$13,432.00
5130.4 Machinery CE	5130.1 Machinery PS	\$22,737.00
5130.4 Machinery CE	5120.4 Bridges & Culverts CE	\$5,571.00
5142.4 Snow Removal CE	5120.4 Bridges & Culverts CE	\$26,188.00

WATER:

8310.4 Administration CE	8310.2 Administration EQ	\$1,661.00
8340.4 Transmission/Dist CE	8340.2 Transmission/Dist EQ	\$1,357.00

SEWER:

8120.4 Sanitary Sewers CE	8120.2 Sanitary Sewers EQ	\$2,000.00
8120.4 Sanitary Sewers CE	8110.2 Administration EQ	\$298.00

RESOLUTION #41

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

Pay The Bills:

	Voucher	Amount
<u>Dec Mid Abstract 12 D</u>		
General	1577-1594 1596-1599	\$13,173.09
Highway	550-564	\$23,967.95
Sewer	308 & 309	373.19
Water	280-288	4,930.59

Lights	1595	4,290.73
Tourism	53	1,669.96

January Abstract

General	1-21	99,734.58
Highway	1 & 2	8,301.00
Sewer	1 & 2	2,444.00
Water	1-3	1,755.99

Adjourn

RESOLUTION #42

Councilmember Maranville moved, seconded by Councilmember MacEwan to adjourn. All in Favor. Motion Carried.

Adjourn: 8:00

Minutes respectfully submitted by:

Jodi Connally
Town Clerk

Katie Persons
Minute Taker