

REGULAR MEETING
BOLTON TOWN BOARD

April 3, 2018

Regular Meeting:

Supervisor: Ronald Conover
Councilman: Robert MacEwan
Councilman: Tim Coon
Councilmember: Wanda P. Cleavland
Councilmember: Susan Wilson
Town Clerk: Jodi Connally
Counsel: Michael Muller

Meeting Call to Order: 6:00 PM.

Pledge: Susan Wilson. Please remain standing for a moment of silence for Rosalie Ciccarelli, June Harrington & George Froelich.

Chief Neumann presented Officer Lail with the “Life Saving Award” for his heroic actions on December 16, 2017 when he rescued a fisherman who had fallen through the ice. Chief Neumann stated Officer Lail’s quick actions saved the fisherman from drowning. He read a letter accompanying the award, from the American Police Hall of Fame in which they recognized Officer Lail’s bravery and selfless actions in saving a human life. This award also included a medal, lapel pin and uniform bar.

Minutes:

- Approve the March 6, 2018 Minutes.

RESOLUTION #94

Councilmember Coon moved, seconded by Councilmember MacEwan to approve the minutes of the regular Town Board Meetings held March 6, 2018. All in Favor. Motion Carried.

Public Hearing:

Public Hearing regarding outdoor amplification permit by Stuart Smith for live music Sundays-May 28-Sept. 9, July 4th -5pm-10pm, and Thursdays-June 28-Aug. 30, 2018-6pm-9pm at 4970 Lake Shore Drive-Fredericks Restaurant.

- Resolution regarding outdoor amplification permit by Stuart Smith for live music Sundays-May 28-Sept. 9, July 4th -5pm-10pm, and Thursdays-June 28-Aug. 30, 2018-6pm-9pm at 4970 Lake Shore Drive-Fredericks Restaurant.

RESOLUTION #95

Councilmember Wilson moved, seconded by Councilmember Cleavland to approve outdoor sound amplification permit by Stuart Smith for live music Sundays-May 28-Sept. 9, July 4th - 5pm-10pm, and Thursdays-June 28-Aug. 30, 2018-6pm-9pm at 4970 Lake Shore Drive-Fredericks Restaurant. All in Favor. Motion Carried.

Public Hearing regarding outdoor amplification permit by Christopher Perry for amplified music at wedding event August 18, 2018, 1pm-11-pm at 56 Edgecomb Pond Road-Bolton Conservation Park.

- Resolution regarding outdoor amplification permit by Christopher Perry for amplified music at wedding event August 18, 2018, 1pm-11-pm at 56 Edgecomb Pond Road-Bolton Conservation Park.

RESOLUTION #96

Councilmember Wilson moved, seconded by Councilmember Cleavland to approve outdoor sound amplification permit by Christopher Perry for amplified music at wedding event August 18, 2018, 1pm-11pm at 56 Edgecomb Pond Road-Bolton Conservation Park. All in Favor. Motion Carried.

Public Hearing regarding outdoor amplification permit by Edward Foy Jr. for live music Wednesdays, Saturdays, and Holiday weekends 4-9pm, and for events on April 21, August 25, September 15 & 22, and October 6 & 20, 2018 4-10pm at 15 Allen's Alley-The Chateau on The Lake.

- Resolution regarding outdoor amplification permit by Edward Foy Jr. for live music Wednesdays, Saturdays, and Holiday weekends 4-9pm, and for events on April 21, August 25, September 15 & 22, and October 6 & 20, 2018 4-10pm at 15 Allen's Alley-The Chateau on The Lake.

Zandy Gabriels stated that neighbors across the lake should be recognized as sound travels further over water than land. Green Island is impacted by this establishment even though it is more than 500' away. Over the past couple of years, the Chateau has done a fairly good job keeping noise down. It appears that there has been an increase over the years in the number of days that music is played outside. He requests that Mr. Foy provide his mother with his cell phone number, so she may call when the noise is too loud. He would appreciate a cell phone # that is working and will be answered.

Councilmember Wilson stated that the use of sound curtains has helped reduce the sound. She stated she would discuss getting a phone number with Mr. Foy.

RESOLUTION #97

Councilmember Wilson moved, seconded by Councilmember Coon to approve live music Wednesdays, Saturdays, and Holiday weekends 4-9pm, and for events on April 21, August 25, September 15 & 22, and October 6 & 20, 2018 4-10pm at 15 Allen's Alley-The Chateau on The Lake with the condition that specific dates for the holiday weekends be provided. All in Favor. Motion Carried.

Convene as the Local Board of Health.

RESOLUTION #98

Councilmember Wilson moved, seconded by Councilmember Cleavland to convene as the Local Board of Health. All in favor. Motion Carried.

- Resolution for the Town Board acting as the Local Board of Health to decide whether to reconsider a previously approved septic variance at parcel id #156.20-1-17 per the Zoning Board of Appeals recommendation.

Councilmember Wilson asked if all of the approvals and conditions from 2010 were still in effect. Atty. Muller stated they were and that a septic variance does not run out. He explained that if the Board decided to open it up and vote on it, the clock would start all over again.

Councilmember Wilson stated her concern was that when it was approved in 2010 it was indicated by the applicants engineer that they were not sure of the condition of what was existing, and they thought it was perhaps a cesspool and now 8 years later nothing has been done. Her other concern is that one of the conditions of approval was that the well be used only in the off season and that the applicant would use the community well during the season. She stated the Board had a letter from a member of the association indicating that there is no community well. She asked if they could bring the applicant in to discuss these concerns. Atty. Muller stated they could and should. He stated that the public had expectations that they wanted it reheard and reconsidered. He stated they could meet with the applicant first before making a decision whether or not to reconsider the application.

RESOLUTION #99

Councilmember Wilson moved, seconded by Councilmember Coon to table the decision as to whether or not to reconsider a previously approved septic variance at parcel id #156.20-1-17 per the Zoning Board of Appeals recommendation until they have more information from the applicant. All in Favor. Motion Carried.

Reconvene as the Town Board

RESOLUTION #100

Councilmember Cleavland moved, seconded by Councilmember Coon to reconvene as the Town Board. All in favor. Motion Carried.

Public in Attendance:

Ron Miller of Love is on Lake George Cruises recommended to the Board that a public hearing be scheduled regarding Resolution #68.

Heidi Hess stated her concerns with Resolution #68

- They have talked to some of their members about Resolution #68 to see how they would be impacted.
- They have a number of lodging properties that take their people out on the lake and drop them off at the docks and pick them up later.
- The floating classroom use the docks.
- Visitors in the town sometimes like to be picked up at the docks.
- The Sagamore has the Adirondack use the pier at times.
- The Chamber is not in favor of any businesses running out of the park.
- They understand that the LGPC now has an application for businesses requiring a primary pick up for passenger discharge/pickup.
- This is a nice access to the town.
- She is requesting on behalf of the business members of the Chamber an accommodation that is mutually agreeable to the Town and the businesses.
- She asked if the Board had come to any conclusion after last month about the Chamber's request for a sound system in Rogers Park and she thanked Councilmember Wilson for taking the time to come to a meeting for more information.
- She asked if there were any more questions from the Board on this issue.

Supervisor Conover stated he believed the resolution stated to not operate in the park. This allows the LGPC to enforce that provision. The goal of that resolution is to keep a business from using the parks as part of their operations. The fact of the matter is, there are people that do not have adequate access to the lake, that are utilizing the parks to operate their business, and state it right on their websites. Utilizing the parks as a place of business, is something he will never be in favor of. Yes, they can make the resolution a little clearer, this problem is not due to a particular motel dropping people off at the docks, it is because certain businesses were trying to operate out of the park. He will not support this. Heidi Hess stated that the Chamber did not support that either. She wants to know if businesses that have lodging properties are still allowed to drop off their customers. Supervisor Conover stated that they were not operating their business out of the park and the resolution was never about that. It was to stop people from operating a business out of the parks. He stated that the parks are full by midday on most summer days. The legislation was never intended to apply to the "Floating Classroom" which is not a commercial enterprise. Anything that can be dreamed up could operate out of the parks like parasail, banana boats, tiki bars etc. He stated that the Board would endeavor to be more specific.

Correspondence:

- YMCA 22nd annual golf classic brochure.
- SUNY Adirondack Theatre Program invitation.
- NYMIR invitation to 25th anniversary celebration.
- NYS Retirement employer forum.

- NYS DEC regarding landfill monitoring.
- NYS Department of Taxation and Finance notice of tentative special franchise full value.
- AARCH Winter Newsletter.
- National Grid notice of termination 969 E. Schroon River Rd.
- NYS DOH regarding a research survey.
- Warren County Treasurer regarding reconciliations of 2018 tax rolls.
- Warren County Public Works paving requests.
- Adirondack Park Local Government Day conference.
- Kathy Bozony regarding the Town of Queensbury Clean Energy Communities Committee.
- Nina Oldenquist regarding Town of Bolton's future facilities.
- Joe Tyrrell thanking the Highway Department for sweeping the parking lots.
- Robert Todd requesting grant monies to dredge Sawmill Bay.
- Brett Strom, LA Group recommending Dula Parking Facility improvements and Second Street Paving and drainage improvement projects.
- Dean Moore, Warren County Soil & Water regarding hydro seeder for municipal use.
- Bank of Greene County regarding their availability of municipal funding.

Committee Reports:

Councilmember Robert MacEwan

Highway:

- Plowed several snow storms.
- Posted roads.
- Patched pot holes.
- Cleaning and sweeping streets.
- Haul stone for Vets Park Road.
- Grade and rake dirt roads.

Transfer Station:

- Total for the month is \$6,806.00
- Spring cleanup cards \$5,862.00
- Took batteries to Warren County.
- Building needs repairs.
- Donated 2 carloads of clothes to the Salvation Army.

Justice Court: During the month of March 2018, Judge Edward White took in \$5,248.00 and Judge Edward Stewart took in \$3,306.00. Total monies forwarded to the Town of Bolton amounted to \$8,554.00. There are itemized lists located in the Court if anyone desires to look them over.

Recreation:

1. Recreation Center

- A. Attendance-January=156 February=144
 - B. Calendar-See attached, extended hours offered this month.
 - C. I am working with the Sagamore Hotel to set up trips to use the indoor swimming pool February-April. The next trip is scheduled for March 22, there were 16 participants.
 - D. The annual February Winter Break Party was held on Saturday February 24 from Noon-3:00 at the Bolton Community Center. This was a family event with crafting, snowshoeing, food, and a bonfire. 31 people attended.
2. Summer Programs-
- A. Both Beach permit applications have been submitted to the Department of Health
 - B. Day Camp Registration begin 3/20/18-31 BCS students have enrolled, 9 are seeking scholarships. Open enrollment begins tomorrow.
3. Winter Programs
- a. Gore Regional School Program ended Sunday Feb 25, 2018.
4. Other
- a. A CPR refresher course was held on Friday March 9, 2018, 10 employees participated.
 - b. There will be a community trip to The Charles Wood Theater on Saturday March 24 for a 2:00 performance of “The Jersey Four” tickets are \$37.00/person. Details at boltonnewyork.com - **Only 9 tickets remaining.**
 - c. I will be attending the North American Camp Maintenance Conference at Camp Chingachook March 27-29.

EMS:

EMR report regarding billing activity for February, 2018:

Calls: 22 of which 15 were billable

Gross Charges Billed in February: \$ 18,877.20

Gross Charges billed thru February: \$ 39,395.00

Payments Received in February: \$ 6,983.72

Payments Received thru February: \$ 19,934.77

In 2017 we billed \$16,305 and received payments of \$14,397 thru February.

Payroll Expenses thru February were \$47,833.98 versus \$35,299 thru February, 2017.

Municipal Marketing Services has been contacted regarding their fund raising capabilities; however meeting date to be determined.

Councilmember Tim Coon

Assessor:

- The office is continuing to finalize valuation for the 2018 Tentative Assessment Roll which will be filed on May 1st.
- NYS Comptroller's Office in conjunction with NYS Assessor's Association held a round table audit discussion that was very informative. Christine and Deb feel that the organization of the exemptions files, done in the past two plus years and the further gathering of information has been very productive to get the office into compliance with the State's requirements.
- The State is considering going to Mandatory IVP (Income Verification Program) for our Senior Citizens. IVP is a program that is connected to our Enhanced STAR Exemption people. The State would then only inform the Assessors if someone is qualified for the Enhanced; income less or more than \$86,000. This may work for some of our Seniors but will not work if someone's income falls below the established income levels for our Low-Income property owners. Income levels differ between Towns, Counties, and Schools and the State does not keep track of the different income levels. If we do not see the income each year, we cannot know if the Senior is getting the proper exemption. The Assessors and Clerks sitting in the town offices know their people and go above and beyond making sure each and every person is getting the proper exemption.

Councilmember Coon stated that Christine and Debby do a great job in that office.

Water:

- Total flow to distribution for the month of January is 6,419,684 gallons.
- Monthly total coli-form tests were taken according to the sampling schedule.
- Bi- Weekly Enumerated E coli. Samples from source water were taken according to sample schedule.
- Responded to several dig safe N.Y. requests.
- On 3/1/2018 an overdose of chlorine occurred in the clear well and slowly made its way into the distribution system. A chlorine pump was inadvertently left on creating the chlorine issue. A timer has been ordered and when installed will rectify the problem. A restriction on the use of water was issued. During this time the chlorine level was monitored throughout the entire town. The restriction was lifted as soon as the chlorine reached an acceptable level according to Department of Health guidelines.
- On 3/8/2018, the water treatment plant and P.R.V. stations were plowed, and fire hydrants were shoveled.
- Plow installed on the 2013 F250 on 3/12/ 2018.
- On 3/23/2018, the decant tank was purged of all sludge. The sludge was sent out to the freeze beds which are on the water treatment plant grounds.

- We are continuing our efforts to replace the old manual read meters in the system with new Neptune radio read units.
- We are working closely with the town engineer on a comprehensive 20 year plan for upgrades and maintenance plan for the water plant and distribution system.

Sewer:

- The plant took in 3,714,720 gallons of wastewater for a daily average of 119,830.
- Casella hauled 40,000 gallons of sludge.
- Cleaned pump stations and removed 4.27 cubic feet of grease and grit.
- Hooked up bulk PAC tank and day tank and ran new chemical lines.
- Took down shelves and cleaned up areas for new shower install.
- Painted sand filter room floor and trim.
- Did annual flow certification for DEC.
- Cleaned Imoff tank with sewer jet pressure washer.
- Keeping up on general maintenance around pump stations and the Wastewater plant.
- Continuing to work with Kathy Suozzo on wastewater improvements.
- Tom French and Matt Coon attended a Basic life support class.
- As I wrote in my January monthly report the pump for the upper beds broke, a quote was received, and a pump was ordered. After the pump was installed it was found that the wire to the pump and the pump control contactor was bad. After receiving a quote for the install of the contactor for about \$1900, I asked the town's electrician if he could include it in his work when changing the wire and save the town the \$1900. I have provided a detailed timeline breakdown to Ron Conover from the day the pump broke until now if anyone would like to review it. Right now we are just waiting on the contactor to arrive so the town's electrician can install it.
- On 3-30-2018 we had our annual DEC inspection and it went well. The town should be receiving the report from DEC soon.

Councilmember Susan Wilson

Planning / Zoning:

- The Planning Office for the month of March collected fees in the amount of \$531.25 for various items including Certificates of Compliance, Variances, Site Plan Reviews, Stormwater Permits and After the Fact Fees.
- Pam, Mitzi, Mike and I continue to meet with Jim Martin to discuss the zoning revisions.

LWRP:

- The LWRP was recently approved by the New York Secretary of State Rosanna Rosado. In her approval letter sent to the town she wrote: *“Everyone who participated in preparation of the LWRP is to be commended for developing such a comprehensive management program that promotes the balanced preservation, enhancement and*

utilization of the valuable waterfront resources around Trout Lake, Edgecomb and Conservation Park Ponds, Northwest Bay, Indian and Finkle Brooks and the western side of Lake George. Congratulations on a job well done.” I want to express our appreciation to the members of the LWRP committee Henry Caldwell, Phil Farbaniec, Matt Slaughter, John Gaddy, Tony Bustamante, Tom Guay, Harold Shippey, Chris Gabriels and John Famosi and Committee Chair Hal Heusner who kept us all on task.

Town Clerk’s Office:

- Collected \$ 202,602.42 in Town and County tax bringing the total collected December – March \$6,819,838.67.
- Returning the tax roll to the County this Friday April 6, 2018.
- Sold 2 new Neptune water meters. We continue working with the Water Department in an effort to upgrade to radio read meters. The documents and equipment have been prepared for the upcoming water meter read cycle.
- Advertised and attended bid openings.
- Prepared the new resident spring clean-up cards. They are now available for pick up in the Clerk’s office.
- Ordered and received park tickets for the upcoming summer season.
- Rebecca and I attended a training with the New York State Town Clerk’s Association in Lake George.
- Rebecca, Aimee and I all trained in basic CPR and the use of the AED.
- Dog licenses and renewals.
- Notarized numerous documents.
- Prepared and entered invoices for payment.
- Balanced monthly abstracts.
- Ordered supplies for various departments.
- Sale of fishing licensing picking up.

Supervisors 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 Reports.
- Personnel.
- Correspondence.
- Notarized documents for many different individuals.
- Grants.
- Updating Vehicle lists.
- Updating Personnel files.
- Quarterly Reports.

- Project quotes.
- Retirement Updates.
- EAP's.

Councilmember Cleavland

Library:

- The April 21, 2018 movie will be Ferdinand There is a \$6.00 admission fee and snacks are available at an additional charge. You are not allowed to bring your own snacks.
- The March meeting was cancelled. The next meeting is April 25th at 7pm.
- The Bolton Fire Department will present the library with a copy of their book commemorating the history of the Fire Dept at the April meeting.
- Earl Mikoloski will present a slide show at the library on April 18th featuring his hike in New Zealand.
- Megan Baker will be at the town's May meeting to formally request the use of the pier for the Library Gala on August 11th along with a request for a sound permit for this event.

Police:

- 30 patrol shifts, 250 reportable activities and 234 property checks.
- 3/14 P.O. Keane and members of the NY State Police provided security for National Student Walkout Day at Bolton Central School. No incidents.
- 3/27 PO Keane and Chief Neumann attended Bolton Central School Tabletop Exercise depicting school response to a criminal incident in the vicinity. Event was also attended by members of the NY State Police and Warren County Sheriff's Office as well as B.C.S. staff.

Supervisor's Report:

- Deposits: \$180,558.72
- Disbursements: \$509,194.70
- Chips funding same as last year.
- Bolton Hydrant Flushing will take place on Tuesday, May 1, 2018
- Bridge NY grant program for Padanarum Road bridges.
- Proposed cap on payments for State Forest Land was defeated and much thanks to all the groups, individuals and communities that came together to make that happen.
- Veterans Park South dock and hydrant Project is almost complete looks very good, service lane will be completed by Town crews in the coming weeks.
- Warren County Sales Tax receipts up 1.3% through February 2018.

New Business

- Resolution authorizing the Bolton Supervisor to sign the 2018 contract for services with Everbridge for the Mass Notification System.

Supervisor Conover suggested that the call be sent out 3 times instead of 2 when a number is busy or not answered.

RESOLUTION #101

Councilmember MacEwan moved, seconded by Councilmember Coon to authorize the Bolton Supervisor to sign the 2018 contract for services with Everbridge for the Mass Notification System. All in Favor. Motion Carried.

- Resolution to replace the Town of Bolton Sexual Harassment Policy with a Non-Discrimination /Anti-Harassment Policy and Complaint Procedure.

Councilmember Wilson explained that this updated the Town's Sexual Harassment Policy to make it compliant with today's standards.

RESOLUTION #102

Councilmember Cleavland moved, seconded by Councilmember Wilson to replace the Town of Bolton Sexual Harassment Policy with a Non-Discrimination /Anti-Harassment Policy and Complaint Procedure. All in Favor. Motion Carried.

- Resolution approving a change order for the shower installation at the Waste Water Treatment Plant in the amount of \$1,500.

Supervisor Conover explained that this upgrade was upon the recommendation of Jack Hall Plumbing and Heating and the consultant.

RESOLUTION #103

Councilmember Coon moved, seconded by Councilmember MacEwan approving a change order for the shower installation at the Waste Water Treatment Plant in the amount of \$1,500. All in Favor. Motion Carried.

- Resolution to reclassify the Town of Bolton, Zoning Assistant position to the title of Office Specialist per the recommendation of the Warren County Civil Service Administrator.

RESOLUTION #104

Councilmember Cleavland moved, seconded by Councilmember Wilson to reclassify the Town of Bolton, Zoning Assistant position to the title of Office Specialist per the recommendation of the Warren County Civil Service Administrator. All in Favor. Motion Carried.

- Resolution awarding the bid for the Dula Parking Lot improvement to DelSignore Inc. in the amount of \$113,114.80 and authorizing the Supervisor to sign all necessary documents related thereto.

RESOLUTION #105

Councilmember Coon moved, seconded by Councilmember MacEwan to award the bid for the Dula Parking Lot improvement to DelSignore Inc. in the amount of \$113,114.80 and authorizing the Supervisor to sign all necessary documents related thereto. All in Favor. Motion Carried.

- Resolution awarding the bid for road work on Second Street to HMA Contracting in the amount of \$110,850.00 and authorizing the Supervisor to sign all necessary documents related thereto.

Supervisor Conover stated this bid is significantly lower than the bid they rejected last year.

RESOLUTION #106

Councilmember Cleavland moved, seconded by Councilmember MacEwan to award the bid for road work on Second Street to HMA Contracting in the amount of \$110,850.00 and authorizing the Supervisor to sign all necessary documents related thereto. All in Favor. Motion Carried.

- Resolution approving Senior Pick-Up day as May 21 & 22, 2018.

RESOLUTION #107

Councilmember MacEwan moved, seconded by Councilmember Coon to approve Senior Pick-Up day as May 21 & 22, 2018. All in Favor. Motion Carried.

- Resolution authorizing the Water Billing Department to mail the Annual Quality Report with the April 2018 billing.

RESOLUTION #108

Councilmember Cleavland moved, seconded by Councilmember Wilson to authorize the Water Billing Department to mail the Annual Quality Report with the April 2018 billing. All in Favor. Motion Carried.

Public in Attendance:

Zandy Gabriels asked

- when the last time the wastewater plant videoed or jetted all of the lines. He recommended that it be done on a biannual basis, so they did not run into major problems.
- He stated the problem with the dry hydrants is, that the responsibility for maintenance and testing to make sure they remain functioning on a seasonal basis has never been established or put in force. He does not know if it is the Fire Company's responsibility or

the Highway Department. There are 7 or 8 of them through the town. Supervisor Conover stated that he believes the Fire Company tests them regularly, but he would check into it.

- He asked if they would be using pervious pavement on the Dula Parking Lot and suggested that they should.

RESOLUTION #109

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

TRANSFERS FOR APRIL 2018

To	From	Amount
<u>SEWER:</u>		
8120.2 Sewage Collection EQ	8130.2 Sewage Treatment EQ	\$3,871.00

ADDITIONAL TRANSFERS:

\$212,000.00 to be transferred to Veterans Park Capital Projects from General Fund for South Dock Project

RESOLUTION #110

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

Pay the Bills:

	Vouchers	Amount
Mid Abstract 3A		
General	458-492	\$4,721.93
Hwy	165	17.35
Sewer	88-95	3,777.33
Water	74	21.02
Lights	10-11	49.03
Abstract 4		
General	363-457 493-532	\$50,380.26
Highway	115-164 166-186	85,170.92

Sewer	72-87 96-103	18,975.08
Water	64-73 75-83	5,542.28
Lights	12	518.37
Tourism	8	30,000.00
Sewer Plant Improvement Project	3	1,050.00
Vets Park South Dock	1	113,582.00

Executive Session: Town Board acting as the Local Board of Health for Discussion of Enforcement Requirements and as the Town Board to discuss employment matters dealing with a particular Town of Bolton employee.

RESOLUTION #111

Councilmember Cleavland moved, seconded by Councilmember Coon for the Town Board to enter into executive session acting as the Local Board of Health for Discussion of Enforcement Requirements and as the Town Board to discuss employment matters dealing with a particular Town of Bolton employee. All in Favor. Motion Carried.

No Action Taken.

Adjourn: 7:20 pm

Minutes respectfully submitted by:

Jodi Connally
Town Clerk

Katie Persons
Minute Taker