

REGULAR MEETING
BOLTON TOWN BOARD

March 6, 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: Robert MacEwan. Please remain standing for a moment of silence for Eugene Baker, Barbara DeSantis, Theodore Scott Rehm, and Augusta Hodgkinson.

Minutes:

- Approve the February 6, 2018 Minutes.

RESOLUTION #79

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

BID OPENING

LOT # 1

2008 F-350 4x4 Ford Truck Vin # 1FTWF31538EC21739 (This vehicle has a blown motor)

RESOLUTION #80

Councilmember Wilson moved, seconded by Councilmember Cleavland to approve the bid for lot #1 to John Klaus in the amount of \$711.01 subject to a successful canvas by the Highway Superintendent and approval by the Town Attorney. All in Favor. Motion Carried.

LOT #2

1999 John Deere diesel tractor series 4100 Serial # LV-4100-H212721 with a 60" mowing deck and a 48" snow blower

RESOLUTION #81

Councilmember Wilson moved, seconded by Councilmember Cleavland to approve the bid for lot #2 to Jeramy Dingman in the amount of \$625.00 subject to a successful canvas by the Highway Superintendent and approval by the Town Attorney. All in Favor. Motion Carried.

LOT #3

(6) 19.5” tires - no rims

NO BIDS

Public Hearing:

Public Hearing regarding outdoor amplification permit by Kelly Gannon & Dale Stevens for wedding event at 3926 Lakeshore Dr. on June 16, 2018, 5pm-10pm.

- Resolution regarding outdoor amplification permit by Kelly Gannon & Dale Stevens for wedding event at 3926 Lakeshore Dr. on June 16, 2018, 5pm-10pm.

Councilmember Wilson asked if music would be within a tent. Mr. Stevens replied that it would. He stated that they had also downloaded a sound decibel app.

RESOLUTION #82

Councilmember Wilson moved, seconded by Councilmember MacEwan to approve an outdoor amplification permit by Kelly Gannon & Dale Stevens for a wedding event at 3926 Lakeshore Dr. on June 16, 2018, 5pm-10pm. All in Favor. Motion Carried.

Public in Attendance:

Heidi Hess & Elaine Chiovarou-Brown from the Bolton Chamber of Commerce.

- They are requesting use of Rogers Park with the Bolton Historical Museum September 21 - September 22, for a music festival and a boat regatta.
- They would like to potentially utilize the pier, bandstand and pavilion next to the restrooms.
- They would also like a wireless sound system on the outside of the Visitor Center.
- They believe this would create more of a draw to the park.
- They have sometimes set up a speaker in the past at the old Chamber building.
- The events at the bandstand cannot be seen or heard from Main Street.
- They have a proposal from Andy Pratt to install the system.

Supervisor Conover asked Councilmember Wilson to look into the system and report back to the Board.

Ron Miller of Rockhurst Road Queensbury

- He offers tours on Lake George.
- He has a Lake George Park Commission Tour Boat permit.
- He sent a letter to the Town Board to occasionally use the town docks for the pick up and discharge of clients.
- The Town’s answer was to prohibit commercial operations at the docks.

- He is advocating for a better policy from the town.
- He believes this policy is not business friendly and not good for regional tourism.
- He is looking for a policy that will allow operations for visitors and businesses.
- He passed out handouts to the Board showing the permits that Lake George uses to allow the discharge and pick up of passengers.
- He would like to encourage Bolton to permit suitable operations and use a policy like this and welcome visitors and business.

Zandy Gabriels spoke to the Board about his concerns.

- Thanked Kate Persons and Jodi Connally for assistance with the emergency notification system, but he encourages 3 or 4 re-calls for notifications to numbers that are not reached.
- He did not see in the minutes where the bids were opened for the Veterans Dock Bids. He would like to see that at least 3 bids were sought.

Correspondence:

- NYMIR regarding commercial crime policy update insurance regulation 209.
- RPEA retirement seminar on April 12, 2018 at the Glenville Senior Center.
- NYSAC regarding BoardDocs.
- Maria O’Connell, P.E. Professional Engineer, NYS Department of Health regarding survey of the Bolton Water Plant and System and need for upgrades recommended.
- Elaine and Mathew Brady regarding excellent response by the WC SPCA.
- Bolton Chamber and Historical Society regarding Music Festival and Boat event at Rogers Park.
- Bolton Chamber regarding proposed outdoor sound amplification system at Roger’s Park.
- Copy of letter from Mayor Bob Blais to Warren County Clerk Pam Vogel regarding new famous Lake George outline logo available as a vanity plate.
- Mayor Bob Blais regarding trailer mounted mobile stage and availability to other local communities at a reduced price.
- Common Ground Alliance of the Adirondacks regarding Blueprint for the Blue line.
- Assemblyman, Daniel G. Stec in regard to resolution #73.
- Tony Hall, Lake George Mirror with quotes for advertising and promotion.
- Association of Towns creation of NYMEP.
- National Grid regarding 969 E Schroon River Rd & 3940 Lake Shore Drive, termination of services.
- Mrs. Jane Gabriels requesting status on 21 Green Isle Lane.
- Chad Sievers, NYSDEC regarding SPDES for proposed well monitoring at Bolton Wastewater Treatment Facility.
- Edward Hampston, P.E., NYSDEC Annual Certification form for Bolton WWTP.
- Laberge Group regarding Water/Wastewater Funding – 3rd round.
- NYMIR stating they are finalization of the appraisal process on insured buildings.
- Secretary of State, Rossana Rosando stating her approval of the Town of Bolton LWRP.

Committee Reports:

Councilmember Robert MacEwan

Highway:

Plowed, sanded, salted roads for several snow and ice storms.

- Cleaned streets.
- Hauled Item #4 for washouts on dirt roads.
- Put Item #4 on Ridin-HY road with grader.
- Washed out trucks, cleaned and repaired.
- Raked dirt roads.
- Hauled sand.
- Pot holes repaired with stone-dust.

Transfer Station:

- Total for the month is \$3,578.00
- Spring cleanup cards \$2,874.00
- Took household batteries to Warren County.
- Building needs repairs.
- Evolution picked up electronics.
- State report done.

Justice Court: During the month of February 2018, Judge Edward White took in \$4,786.00 and Judge Edward Stewart took in \$4,338.00. Total monies forwarded to the Town of Bolton amounted to \$9,124.00. There are itemized lists located in the Court if anyone desires to look them over.

Recreation:

1. Recreation Center
 - A. Attendance-January=156 February to date=111
 - B. Calendar-See attached
 - C. I am working with the Sagamore Hotel to set up trips to use the indoor swimming pool February-April. The first trip was on 2/9/18 with 12 participants. The next trip is scheduled for March 22.
 - D. The annual February Winter Break Party will be held on Saturday February 24 from Noon-3:00 at the Bolton Community Center. This is a family event with crafting, snowshoeing, food, and a bonfire.
2. Summer Programs-
 - A. Both Beach permit applications have been submitted to the Department of Health
 - B. As the Mettawee River Theater Company and Adirondack Shakespeare Theater company are not touring this season, I have been seeking new theatrical acts.
 - C. "Streetside Live" a new summer event. I have hired three solo musical acts to play on three separate Friday evenings over the summer as a way to offer additional

entertainment for the summer season. Details will be available in June in the summer schedule.

3. Winter Programs

- a. Gore Regional School Program will end this Sunday Feb 25, 2018.

4. Other

- a. Update Recreation Commission Contact Information
- b. A CPR refresher course is scheduled for Friday March 9, 2018 and will be available to all Town staff who wish to maintain their CPR training and AED certifications.
- c. 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.**
- d. There will be a community trip to Proctors Theater on Sunday May 6, to see The King and I at 2:00 PM. (Balcony seats) \$64.00/person. Details at boltonnewyork.com **Our tickets are sold, but anyone interested may purchase a ticket on their own and ride the bus with us to the theater.**

Councilmember Tim Coon

Assessor:

- Taxable Status Day has come and gone, renewals are in, finishing up the data collection process to finalize valuation for the 2018 Tentative Assessment Roll.
- NYS Comptroller’s office in conjunction with NYS Assessor’s Association is holding a round table audit discussion on Monday, March 12th in Green Island and would request that Deb attend at no cost except for Christine’s mileage shared with Horicon.

Water:

- Total flow to distribution for the month of January is 5,745,828 gallons.
- Plowed and shoveled around plant and PRV pits. Also kept up on hydrant shoveling.
- 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.
- TTHM and HAA5 quarterly samples were taken according to the sampling schedule.
- Finished reading meters on 2/2/2018 due to equipment failures. This is something that needs to be addressed ASAP as it holds up both the Water Department and the Clerk’s office. My recommendation is to replace all outdated Blue tower equipment with Neptune as to avoid this continuing problem. I had our Neptune representative fax a quote to the town Clerk’s office.
- On 2/14/2018 all the lines from the clear well to the chlorine analyzer were cleaned and replaced as needed.

- On 2/20/2018 the expansion tank on the chlorine analyzer pump up system was found to be functioning improperly and replaced.
- On 2/26/2018 the carport and area around the plant was cleaned up and all debris taken to the transfer station.
- On 2/27/2018 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.
- The 2008 F350 utility body work truck was sent to Warren Ford on 2/27/2018 due to engine noise. They will evaluate the problem and give us the results, and the cost to repair. A service quote is attached to this report for your review. Please advise as to how you would like me to proceed.

Sewer:

- The plant took in 2,991,000 gallons of wastewater for a daily average of 106,821.
- Casella hauled 16,000 gallons of sludge.
- Keeping up on general maintenance around the plant and pump stations.
- Prepped and painted bathroom floor.
- Pumped out chemical bulk and day tank so they could be cleaned.
- EPS Environmental hot pressure washed both the bulk and day chemical tanks and removed residual chemical.
- Installed new running boards on truck.
- Installed 2 new locking lids on the clarifier skim pit and the Effluent distribution box for the beds.
- On 2-2-2018 it was reported that water was coming out of the road on Goodman Ave. They tested for Cl₂ residual and the test was negative. It was then determined that it was the forced sewer main. All proper agencies were contacted, and a report filed with NY Alert. Kingsley Excavation was called and replaced a 16-foot section of main and removed all contaminated soil. Hometown sewer pumped directly from the main pump station while the repair was made. The repair was complete by 1pm and all frozen sewage was cleaned up and removed from the site.
- Tom would like to thank Kate Persons for her help with the NY Alert report.

Councilmember Susan Wilson

Planning / Zoning:

- The Planning Office for the month of February collected fees in the amount of \$344.00 for various items including Certificates of Compliance, Septic Permits, Variances, Site Plan Reviews, Stormwater Permits and After the Fact Fees.
- Pam, Mitzi, Mike and I continue to meet with Jim Martin to review of the zoning code update.

Farmers Market:

- The Farmer's Market is looking for volunteers to help on the days the market is open. The market is open from 9:00 am to 2:00 PM on Friday's from June 29th to August 31st this year. If anyone is interested in helping please contact Penelope Jewell at 518-480-9118 or 518-240-6137.

Congratulations to Mackenzie Roberts a Senior at Bolton Central School who has been selected as a 2018 Post Star Teen Excellence Honoree. Mackenzie was nominated by Chad Shippee, Bolton Central School principal, for her strong leadership, community and school involvement, and academic excellence. The honorees were selected based on their goals and accomplishments and their determination to make a difference in their communities.

Again, our congratulations and we wish Mackenzie many years of great achievements.

Town Clerk's Office:

- Collected \$199,197.81 in Town & County tax bringing the total amount collected from December to present to \$6,532,336.69.
- Numerous duplicate payments, as well as an abundance of phone calls as a result of the tax law changes late in 2017.
- Continue to update mailing addresses with the assistance of the Assessor's office.
- Completed Water/sewer billing cycle.
- FOIL requests.
- Reviewing files for the Clerk's office for records retention as addressed in the MU1.
- Notarizing numerous documents.
- Preparing abstracts for payment.
- Ordering supplies for various departments.
- Balancing monthly bank statements.
- Have ordered to new resident spring clean-up cards to begin distribution on April 1.
- Legal advertisement placed in the Post Star for posting of the Town's roads with the approval of the Highway Superintendent.

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.
- 426's.
- AUD submitted

Councilmember Cleavland

Library:

- Movie night will be March 10th at 6pm. The movie will be Nut Job II. Admission is \$6.00 per person and snacks are available at an additional charge.
- The scavenger hunt started on March 3rd and is going through March 18th. Anyone wishing to, can still join. Limit of 4 persons per group and there is a \$25.00 entry which includes entry to the Cabin Fever Party on March 18th from 5 to 9pm at Fredericks. Blue Moon will be playing for this event. Volunteers are still needed.
- On March 14th at 7pm, Pat Cianci will be giving a class on using the website Overdrive to show how to download books. Admission is free.

Police:

- 28 patrol shifts, 205 reportable activities and 180 property checks.
- P.O. Keane and members of the NY State Police and Warren County Sheriff's Office participated in a lockdown drill at Bolton Central School.

Supervisor's Report:

- Deposits: \$1,094,586.50
- Disbursements: \$2,535,293.55
- Water District Water Advisory issued on March 1, 2018 relative to elevated Chlorine levels. *Kudos to the staff and Consultant Kathy Suozzo.*
- Annual Update Operating Document (AUD) submitted to NYS Comptroller. *Compliments to Mariann Roberts-Huck in this endeavor.*
- Veterans Park South Dock project underway.
- Water Meter reads completed for this quarter.
- We should have bids to complete work on Second Street, Dula Street and Dula Parking Lot for the April meeting.

New Business

- Resolution to contract with Jack Hall Plumbing & Heating, Inc., for the supply and installation of a new personnel shower room, emergency eye wash station & related appurtenances at the town's wastewater treatment in an amount not to exceed \$22,000.

RESOLUTION #83

Councilmember Cleavland moved, seconded by Councilmember Coon to contract with Jack Hall Plumbing & Heating, Inc., for the supply and installation of a new personnel shower room, emergency eye wash station & related appurtenances at the town's wastewater treatment in an

amount not to exceed \$22,000. All in Favor. Motion Carried.

- Resolution authorizing the Supervisor to execute the New York State Department of State Master Contract Agreement for Contract T1000923 Veterans Memorial Park Master Plan Update.

RESOLUTION #84

Councilmember MacEwan moved, seconded by Councilmember Coon to authorize the Supervisor to execute the New York State Department of State Master Contract Agreement for Contract T1000923 Veterans Memorial Park Master Plan Update. All in Favor. Motion Carried.

- Resolution authorizing intermunicipal agreement between the Town of Bolton and Warren County relating to Solid Waste and Recyclable Disposal Services, Solid Waste and Recycling Transportation Services and Electronics Recycling Services.

RESOLUTION #85

Councilmember MacEwan moved, seconded by Councilmember Cleavland to authorize intermunicipal agreement between the Town of Bolton and Warren County relating to Solid Waste and Recyclable Disposal Services, Solid Waste and Recycling Transportation Services and Electronics Recycling Services. All in Favor. Motion Carried.

- Resolution authorizing the Bolton Chamber of Commerce and Bolton Historical Museum to use Rogers Memorial Park for a Music Festival and Boat Regatta on Friday September 21st from 5:00pm to 7:00pm and Saturday September 22nd from 9:00am to 8:00pm.

RESOLUTION #86

Councilmember Cleavland moved, seconded by Councilmember Coon authorizing the Bolton Chamber of Commerce and Bolton Historical Museum to use Rogers Memorial Park for a Music Festival and Boat Regatta on Friday September 21st from 5:00pm to 7:00pm and Saturday September 22nd from 9:00am to 8:00pm. All in Favor. Motion Carried.

- Resolution authorizing Supervisor to sign memorandum of agreement with CSEA Local 1000AFSCME, Local 857 regarding change in provisions dealing with accumulation and use of sick time:

All eligible CSEA employees shall earn sick leave credit at the rate of one (1) day per month (12 days per year).

At Retirement, eligible CSEA employees have the following options on use of accumulated sick time:

1. A cash payment may be made at 1/10th their rate of pay to the extent of their accumulated sick leave in the maximum amount of 200 days. Or

2. Accumulated sick leave may be applied toward additional service credits for retirement (according to section 41 J of New York State Retirement System rules).

RESOLUTION #87

Councilmember Wilson moved, seconded by Councilmember Cleavland to authorize the Supervisor to sign memorandum of agreement with CSEA Local 1000AFSCME, Local 857 regarding change in provisions dealing with accumulation and use of sick time effective January 1, 2018:

All eligible CSEA employees shall earn sick leave credit at the rate of one (1) day per month (12 days per year).

At Retirement, eligible CSEA employees have the following options on use of accumulated sick time:

1. A cash payment may be made at 1/10th their rate of pay to the extent of their accumulated sick leave in the maximum amount of 200 days. Or
2. Accumulated sick leave may be applied toward additional service credits for retirement (according to section 41 J of New York State Retirement System rules).

All in Favor. Motion Carried.

- Resolution authorizing the Supervisor to execute a 2-year agreement with Nortrax regarding the two Town of Bolton Front End Loaders at a cost not to exceed \$1,840.

Highway Superintendent Sherman stated he believed this was a good monitoring program for this equipment to be a part of for the electronics and computers on the machines.

RESOLUTION #88

Councilmember Coon moved, seconded by Councilmember MacEwan authorizing the Supervisor to execute a 2-year agreement with Nortrax regarding the two Town of Bolton Front End Loaders at a cost not to exceed \$1,840. All in Favor. Motion Carried.

- Resolution authorizing the Supervisor to enter into an agreement with C.T. Male for quarterly gas monitoring at the Bolton Landfill for 2018 in the amount of \$4,600.00.

Supervisor Conover stated this was actually a reduction in cost from previous years. He said he has contacted DEC to request that they consider lower testing requirements to fewer times per year.

RESOLUTION #89

Councilmember Cleavland moved, seconded by Councilmember MacEwan authorizing the Supervisor to enter into an agreement with C.T. Male for quarterly gas monitoring at the Bolton Landfill for 2018 in the amount of \$4,600.00. All in Favor. Motion Carried.

- Resolution to amend Resolution #11 of the January 2018 Organizational Minutes for Travel Time for Town Business, to include the following: Travel hours are to be counted as compensatory time which must be utilized within 4 weeks. Travel for work that involves a paid holiday will also be treated as compensatory time which must also be utilized within 4 weeks.

RESOLUTION #90

Councilmember Cleavland moved, seconded by Councilmember MacEwan to amend Resolution #11 of the January 2018 Organizational Minutes for Travel Time for Town Business, to include the following: Travel hours, other than normal working hours, are to be counted as compensatory time which must be utilized within 4 weeks. Travel for work that involves a paid holiday will also be treated as compensatory time which must also be utilized within 4 weeks. All in Favor. Motion Carried.

Public in Attendance:

Kathy Suozzo brought the Board up to date on the wood chip Bio reactor plant.

- They will be stock piling the wood chips for the project.
- This will be treating the nitrates that come out of the plant.
- This practice has been in use for many years in the Midwest.
- It is a very benign treatment.
- They are waiting for DEC approvals.

RESOLUTION #91

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

TRANSFERS FOR MARCH 2018

To	From	Amount
<u>WATER:</u>		
1440.4 Professional Svcs CE	Fund Balance	\$15,000.00
8330.2 Purification EQ	8320.2 Source Power Pump EQ	\$4,420.00

RESOLUTION #92

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

Pay the Bills:

Vouchers	Amount
----------	--------

Mid Abstract 2A

General	286-325	\$6,119.57
Hwy	93	17.35
Sewer	54-61	4,223.72
Water	49-52	1,473.08
Lights	6-7	74.88

Abstract 3

General	205-285 326-362	\$57,436.32
Highway	65-92 94-114	101,147.44
Sewer	34-53 62-71	27,216.35
Water	32-48 53-63	21,507.70
Lights	8-9	2,029.43
Tourism	4-7	30,225.00
Sewer Plant Improvement Project	2	1,050.00

Motion to Adjourn

RESOLUTION #93

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

Adjourn: 7:55 pm

Minutes respectfully submitted by:

Jodi Connally
Town Clerk

Katie Persons
Minute Taker