

REGULAR MEETING
BOLTON TOWN BOARD

July 3, 2018

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: 6:00pm.

Pledge: Robert MacEwan.

Minutes:

Approve the June 5, 2018 Minutes.

RESOLUTION #175

Councilmember Coon moved, seconded by Councilmember Cleavland to approve the minutes of the regular Town Board Meetings held June 5, 2018 with the following amendment, the bottom of page 4 should read as follows: "Councilmember Wilson stated that the original approval included a letter from the applicant's engineer stating that it would not infringe on the neighboring property and asked if this was still the case". All in Favor. Motion Carried.

Bid Opening:

(1) 2005 Sterling Tandem Dump Truck with Viking Plow, wing and sander. Minimum bid requirement \$20,000.00.

RESOLUTION #176

Councilmember MacEwan moved, seconded by Councilmember Coon to approve the bid for a 2005 Sterling Tandem Dump Truck with Viking Plow, wing and sander to the Town of Easton in the amount of \$38,512.21 subject to a successful canvas by the Highway Superintendent and approval by the Town Attorney. All in Favor. Motion Carried.

Public Hearing:

Public Hearing regarding outdoor amplification permit by Elaine Chiovarou-Brown representing the Bolton Chamber of Commerce for fund raising event with live outdoor music September 22, 2018, noon-9pm at 4928 Lake Shore Drive-Rogers Memorial Park.

- Resolution regarding outdoor amplification permit by Elaine Chiovarou-Brown representing the Bolton Chamber of Commerce for fund raising event with live outdoor music September 22, 2018, noon-9pm at 4928 Lake Shore Drive-Rogers Memorial Park.

RESOLUTION #177

Councilmember Cleavland moved, seconded by Councilmember Coon to approve outdoor sound amplification permit for Elaine Chiovarou-Brown representing the Bolton Chamber of Commerce for fund raising event with live outdoor music September 22, 2018, noon-9pm at 4928 Lake Shore Drive-Rogers Memorial Park. All in Favor. Motion Carried.

Public Hearing regarding outdoor amplification permit by Edward Corcoran Jr. for live outdoor music during the Great Magua event August 4, 2018, noon to midnight at 260 South Trout Lake Road.

- Resolution regarding outdoor amplification permit by Edward Corcoran Jr. for live outdoor music during the Great Magua event August 4, 2018, noon to midnight at 260 South Trout Lake Road.

Councilmember Wilson stated this event has been approved for many years, however they have a letter from a neighbor with concerns with the fireworks display that accompanies this occasion. Fireworks have been set off at midnight for the past few years. She would like to condition the approval that the fireworks be set off no later than 9:30pm.

RESOLUTION #178

Councilmember Wilson moved, seconded by Councilmember Cleavland to approve outdoor sound amplification permit by Edward Corcoran Jr. for live outdoor music during the Great Magua event on August 4, 2018, noon to midnight at 260 South Trout Lake Road with a condition that any fireworks are to be set off no later than 9:30pm. All in Favor. Motion Carried.

Motion to convene as the Town of Bolton Sewer District

RESOLUTION #179

Councilmember Coon moved, seconded by Councilmember MacEwan to convene as the Town of Bolton Sewer Department. All in Favor. Motion Carried.

- Resolution authorizing Bolton Supervisor to submit a grant application under the Consolidated Funding Application process through the NYS Department of Environmental Conservation (WQIP) for upgrades at the Bolton Waste Water Treatment Facility and WWT collection systems including the development of a Woodchip

Bioreactor Project and execute any and all approvals associated with this grant application.

RESOLUTION #180

Councilmember Coon moved, seconded by Councilmember MacEwan to authorize the Supervisor to submit a grant application under the Consolidated Funding Application process through the NYS Department of Environmental Conservation (WQIP) for upgrades at the Bolton Waste Water Treatment Facility and WWT collection systems including the development of a Woodchip Bioreactor Project and execute any and all approvals associated with this grant application as follows:

WHEREAS, the Town of Bolton is applying to New York State for a grant through the NYS Department of Environmental Conservation Water Quality Improvement Program (WQIP) in the CFA 2018 funding round for the **Bolton Landing Wastewater Treatment Plant Upgrades and Construction of Woodchip Bioreactors**, in the Town of Bolton;

WHEREAS, the Town of Bolton has completed a number of substantial improvements at the BWWTP, it recognizes there are a number of projects that would address the treatment efficiency at the plant plus the bioreactors will serve to extract nitrogen and phosphorus from the effluent thereby improving the quality of the water in Lake George;

WHEREAS, the grant application requires the applicant municipality to obtain the endorsement of the governing body of the municipality or municipalities in which the project will be located;

NOW, THEREFORE, be it resolved that the Bolton Town Board hereby does approve and endorse the application for a grant under DEC's Water Quality Improvement Program for a project known as **Bolton Landing Wastewater Treatment Plant Upgrades and Construction of Woodchip Bioreactors**, located within this community, and agrees to provide the required 25 percent match should the project be funded. All in Favor. Motion Carried.

Reconvene as Bolton Town Board

RESOLUTION #181

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

Public in Attendance:

Zandy Gabriels asked if there were any other upgrades anticipated in the previous resolution other than the woodchip bioreactor. Supervisor Conover stated they would be happy to send him an outline of all the improvements that would be a part of that grant application. He asked about a bacteria study being done by the Darrin Freshwater Institute on beaches and would like to know why the Town of Bolton beaches were not included in the recent newspaper article. Supervisor Conover stated he did not know, but that the Darrin Freshwater Institute does regular

lab testing of our beaches and they have been showing acceptable results that are well below standards.

Correspondence:

- Patti Miller, Warren County Traffic Safety/STOP DWI Coordinator.
- The Fund for Lake George annual 2018 meeting.
- Gerald K. Geist, Executive Director, The Association of Towns regarding regional training seminars for Charitable Reserve Funds.
- Aaron Frankenfeld, A/GFTC regarding bridge and highway funds.
- Alexander Novick, Land Steward regarding easement monitoring visit.
- Kathleen Suozzo, P.E., PLLC regarding update report on Woodchip Bioreactor Project.
- Terri Ross regarding legislation valuing condos a local option.
- BlueShield of Northeastern New York regarding changes in health insurance premiums.
- Rensselaer, DFWI water report for Rogers Park swim area.
- Heidi Hess regarding Bolton Chamber being pro-business.
- Bolton Business Association regarding 4th of July Fireworks Display.
- NYS DEC regarding priority areas for septic system repairs and replacement and funds to assist with these initiatives.
- Receipts for Queensbury Waste Water Disposal District #1 for submittal and reimbursement to NYS DOS.
- Lake George Land Conservancy, August 3rd conservation celebration.
- Dan Rounds, Marshall and Sterling regarding cyber data protection.
- Letter from the Stromberg family in support of the Great Magua
- Santore's World Famous Fireworks – July 4th at Rogers Park @ 9:30 PM and July 5th at Camp Dream @ 9:30PM
- Emma Calautti regarding Library Gala.
- LC-LG Regional Planning Board meeting notice.
- Skyler Cruz Wolsey regarding the town intersections.
- LGPC thank you for the \$30,000 contribution toward funding of the mandatory LG Boat Inspection Program.
- Wayne Smith regarding boating license.
- Christine Hayes, Town Assessor end of 2018 roll year report.
- LGA report to the community.
- NYS Legislative Commission on Rural Resources, Spring 2018 issue.
- Tim Hoefler, Executive Director of Empire Center for Public pertaining to a pending U.S. Supreme Court case.
- US Bankruptcy Court pertaining to Case No. 18-22279.

Committee Reports:

Councilmember Robert MacEwan

Justice Court: During the month of June 2018, Judge Edward White took in \$2,959.00 and Judge Edward Stewart took in \$5,687.00. Total monies forwarded to the Town of Bolton amounted to \$8,646.00. There are itemized lists located in the Court if anyone desires to look them over.

Transfer Station:

- Total for the month is \$10,315.00
- Spring cleanup cards \$4,832.00
- Took car batteries to Cohens.
- Took household batteries to Warren County.
- Weed wacked and mowed.
- Donated 30 bags of clothes to the Salvation Army.

EMS:

EMR report regarding billing activity for May 2018:

Calls: 29 of which 22 were billable.

Gross Charges Billed in May:	\$ 26,603.60
Gross Charges Billed YTD:	\$ 73,655.60
Payments Received in May:	<u>\$ 11,235.86</u>
Payments Received YTD:	\$ 46,161.60

Billing payments received thru May 2017 were \$36,352.

Payroll Expenses for May were \$22,140.21. Year to date thru May 2018 was \$116,010.18 versus \$87,375 for 2017.

Adirondack Long Distance Run from Lake George to Bolton, for which we have provided standby crews in past years, has been cancelled.

Highway Department:

- Cutting brush and trees South Trout Lake Road.
- Mowing roads.
- Dozer work on leaf pile at Trans Station.
- Worked on beds at the Wastewater Treatment facility.
- Sweep Streets.
- Grade and rake dirt roads.
- Cleared down trees from storms.
- Steam cleaned trucks.
- Sent trucks to other towns for paving.

Councilmember Tim Coon

Assessor:

- The Final Assessment Roll was filed with the Town Clerk on July 2nd. The office has gone to next year processing to begin the 2019 Assessment Roll year.
- Christine and Deb will be out again updating photos and data collecting.
- Christine will be attending the NYSAA Cornell Seminar classes in Ithaca the week of July 16th and attending NYSAA Executive Board meetings July 13 and 14th. These classes are part of NYS requirements for Continuing Education Credits.
- September 7th, NYSAA is holding a class in Albany; “What is Income” that Deb should attend, this will help her with the exemption renewals that the office handles each year. The class is \$110 plus mileage and would request approval for her to attend.

WWTP:

- Total flow for the month 4,538,697 gallons for a daily average flow of 147,000 gallons.
- Casella hauled 64,000 gallons of sludge.
- We completely removed everything from the pump house so that we could make room for our new air compressors.
- On 6/6/18 we repaired two gate valves at the main station that were leaking. Kinsely excavation made the repair. We had our trash pump down on the beach pumping the wet well to hometown sewers two trucks. The job took 8 hours to complete.
- We received the quotes back for the sludge pump project and Rozell industries were the low bid. They will be starting the job in July.
- On 6/11/18 the highway started doing work on the wood chip bio reactor.
- Attended N.Y Alert training in Albany with Kate persons.
- We received our new air compressor and highway brought down a spare that they weren't using in their old highway garage. Mike Fitzgerald has wired them all in and are ready to go once we get our sludge pumps installed.
- On 6/25/18 at 1 pm we received a high-level alarm and a pump failure page at the main station. We arrived 5 minutes later, and the wet well was very high. Pump one was done, and we had to run pump two on hand until Siewert equip got there to figure out what was going on with pump. We called Hometown sewer to respond with two trucks. We were relying on only one pump and incase it went down we were prepared. After diagnosing the pump, the problem was a towel in the impeller. The pump is working fine now.
- On 6/27/18 we received a phone call from Stewarts that the man hole was sinking. We arrived on site to find the man hole sinking also the line was plugged. We had lake George come up and remove stuff from man hole also jet the line going to north station because it was plugged. Called Kinsely excavating, Ellsworth and son and north woods excavating to give us prices on repairing. Reuben Ellsworth was low bid and was repairing the man hole on 7/2/18.

Supervisor Conover gave Kudos to everyone involved in the response on the pump station. The protocol was followed to the letter.

Water Department:

- Total flow to distribution for the month of June 2018 is 12,293,352 gallons.

- Monthly total coli-form tests were taken according to the sampling schedule.
- Monthly enumerated e coli samples were taken according to sampling schedule.
- Conducted all general maintenance around the plant and all P.R.V stations.
- Responded to several UFPO's.
- On 6/12/18 Milton cat here to do yearly service on generator.
- Ongoing efforts to dry out decant beds which will allow us to clean and rehab beds.
- Conducted Lead and copper samples according to D.O.H sampling schedule.

Councilmember Susan Wilson

Planning / Zoning:

- The Planning Office for the month of June collected fees in the amount of \$798.75 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 review the zoning code revisions.
- We also meet regularly each month to discuss projects, issues or concerns or to meet with residents.

Town Clerk:

- Prepared equipment for upcoming water billing cycle.
- We continue to work with the water department in an effort to upgrade to radio read meters.
- Placed advertisement for highway job posting.
- Spring clean-up cards are available for pick up in the Clerk's Office, 1070 issued to date.
- Sold 73 fishing licenses.
- Issued 91 resident parking permits.
- Dog licenses and renewals.
- Issued numerous burn permits.
- Notarized numerous documents.
- Prepared and entered invoices for payment.
- Balanced monthly abstracts.
- Ordered supplies for various departments.
- Sold \$4624 in landfill tickets at the counter.
- Reservation and maintenance at the Community Center.
- Updated tax changes from the Assessor's office.
- Marriage licenses.
- Numerous park facility use permits.
- Issued numerous disability parking plaques.
- Issued tickets to park attendants and process the payments.

Southern Adirondacks For Solar:

- They are sponsoring another informational meeting and are inviting potential solar customers to join them on July 12th from 5:00 to 7:00 PM at The HUB in Brant Lake which is located at 27 Market Street in Brant Lake.
- Those in attendance will have an opportunity to meet with the solar vendors who are working with them and be provided with information regarding the NYSERDA approved solarize campaign which provides incentives and reduced rates for residents and business in the municipalities who are part of the program – Bolton is member.)
- The approval for the reduced rates and incentives with this campaign expires in November so there is a short window for involvement.

Edgecomb Pond Parking Lot is complete, and I wanted to express our appreciation to Jim Lieberum, Director of Warren County Soil and Water for providing his expertise with the design and stormwater management.

The Board all agreed that WCSW has been a very helpful entity which the town has utilized continuously over the years with stormwater management and with helping the town secure grants to fund some of its stormwater projects.

Councilmember Cleavland

Library:

- Game night will be held on July 9th and 23rd. The cost is \$3 entry fee, with the money going to the winner.
- Book sale is July 27-29. It will be held from 9am - 8pm on the 27th & 28th. 9am – 3pm on the 29th. They are not accepting any book donations until 1 week after the book sale and they are looking for volunteers.
- They are on summer hours now; Monday – Friday 10am to 8pm and Saturday 10am to 4pm.

Supervisor Conover stated that they had received an email from Emma Calautti indicating that the Library Gala, Dancing Under the Stars had been cancelled. They have indicated that they have other fund raising ideas in the works.

Police:

- 34 patrol shifts, 296 reportable activities and 251 property checks.
- Radar detail on Horicon Avenue at BCS and there were 2.

Supervisor's Report:

- Deposits: \$167,149.12
- Disbursements: \$547,935.32
- Big shout out and thanks to Barry & Tyler Kincaid for donating and delivering a load of mulch to the Community Center.
- Warren County sales tax receipts for moth of May up 2.7% year to date (one more payment for May).

- Received a \$50,000 grant from the Fund for Lake George to assist with the bioreactor project. We would like to thank the Fund and their Board of Directors and staff for this wonderful grant.
- South dock at Veterans is complete, looks very good, beach fully operational, congratulations to all involved (some cleanup of rocks yet to be completed) access path will be completed by Town crews this Fall after Labor Day.
- Dula Parking lot complete, getting a lot of excellent feedback, looks very good, some landscaping yet to do by Town on north side, but otherwise complete, congratulations to project team. We also secured a storm water grant from Warren County Soil and Water for this project. Big thank you to Jim Lieberum and his staff at WCSC for this financial support.
- Dula Street and 1st Street will be underway soon and we are making ready to bid Brook Street Extension. We are also planning to do lower Brereton Road (also hoping to receive a storm water grant to assist with the cost of improvement for these projects.)

New Business

- Resolution authorizing Bolton Supervisor to submit a grant application under the Consolidated Funding Application Process for Rogers Memorial Park Phase 5 improvements and authorizing the Supervisor to execute any and all submittals approvals associated with this grant application.

Councilmember Wilson asked if this included everything that they wanted to complete. Tracy Clothier replied that it did and stated it was a little different from last year. There will also be some very significant stormwater controls implemented. Supervisor Conover asked when this application would need to be submitted. Ms. Clothier replied by the end of July. She stated this was a very, very competitive grant. Kathy Suozzo and Ms. Clothier spoke on the relationships between the improvements of the Sewage Treatment Plant and improvements to Rogers Park showing the long term phased improvements with the pump station at the park.

RESOLUTION #182

Councilmember Coon moved, seconded by Councilmember Wilson to authorize the Supervisor to submit a grant application under the Consolidated Funding Application Process for Rogers Memorial Park Phase 5 improvements and authorizing the Supervisor to execute any and all submittals approvals associated with this grant application as follows:

WHEREAS, the Town of Bolton is applying to New York State for a grant under the NYSDOS Local Waterfront Revitalization Program in the CFA 2018 funding round for the **Rogers Memorial Park Phase 5 Improvements** on town-owned lands in the Town of Bolton;

WHEREAS, the Town of Bolton has substantially completed Phases 1-4 of the Master Plan Improvements for Rogers Memorial Park and desires to continue making planned improvements including the construction of a New Performance Stage, Two Block Stone Terraced Retaining

Walls, Parking Area Pavement Improvements, Stormwater Management Improvements in Parking Area, and Undergrounding Beach Overhead Utility Lines;

WHEREAS, the grant application requires the applicant municipality to obtain the endorsement of the governing body of the municipality or municipalities in which the project will be located;

NOW, THEREFORE, be it resolved that the Bolton Town Board hereby does approve and endorse the application for a grant under the Local Waterfront Revitalization Program, for a project known as **Rogers Memorial Park Phase 5 Improvements** located within this community and agrees to provide the required 25 percent match should the project be funded. All in Favor. Motion Carried.

- Resolution to approve Change Order #1 for Second Street Paving and Stormwater Improvement Project for additional costs related to work associated with relocating an existing water service and subsequent rock removal in an amount not to exceed \$2,545.00.

Supervisor Conover stated that there was a waterline in the area that they needed to move.

RESOLUTION #183

Councilmember Cleavland moved, seconded by Councilmember MacEwan to approve Change Order #1 for the Second Street Paving and Stormwater Improvement Project for additional costs related to work associated with relocating an existing water service and subsequent rock removal in an amount not to exceed \$2,545.00. All in Favor. Motion Carried.

- Resolution to approve a sidewalk sale for local merchants on Main Street on July 14th and 15th in front of their locations with the following conditions: 1). Retain sufficient open area along the row for the public, 2). Sale items limited to retail merchandise being sold by the actual merchant, 3). All signage be compliant with town code and compliant with NYS Fire and Building Code.

Supervisor Conover stated he thought it was a good idea.

RESOLUTION #184

Councilmember Coon moved, seconded by Councilmember Wilson to approve a sidewalk sale for local merchants on Main Street on July 14th and 15th in front of their locations with the following conditions: 1 retain sufficient open area along the row for the public, 2. Sale items limited to retail merchandise being sold by the actual merchant, 3. All signage compliant with code and compliant with NYS Fire and Building Code. All in Favor. Motion Carried.

- Resolution stating that the Town of Bolton does not wish to take Lead Agency status and has no concerns which we feel should be addressed in the SEQRA review of the

Amendment to the Lake George Park Commission Regulations on Storm Water Management.

Councilmember Wilson stated that the LGPC was moving forward to update their stormwater regulations. They will be holding public hearings in August. Supervisor Conover stated that DEC has communicated that they do not wish to take Lead Agency status either.

RESOLUTION #185

Councilmember MacEwan moved, seconded by Councilmember Coon stating that the Town of Bolton does not wish to take Lead Agency status and has no concerns which we feel should be addressed in the SEQRA review of the Amendment to the Lake George Park Commission Regulations on Storm Water Management. All in Favor. Motion Carried.

- Resolution that the Town of Bolton certify the Lake George Park Commission Coastal Assessment Review is consistent with the Town of Bolton's Local Waterfront Revitalization Program's policy standards and conditions.

Councilmember Wilson stated that because we have a LWRP, agencies that are planning major changes need to run it past the communities with these plans in place. They will be doing a local assessment. This does not have an impact on our policy standards and conditions.

RESOLUTION #186

Councilmember Cleavland moved, seconded by Councilmember Coon that the Town of Bolton certify that the Lake George Park Commission Coastal Assessment Review is consistent with the Town of Bolton's Local Waterfront Revitalization Program's policy standards and conditions. All in Favor. Motion Carried.

Public in Attendance:

Mark Pelersi asked about the financials and said there was no balance sheet or budget to tell them how the town was doing. He would like to be enlightened on how the town is doing. Supervisor Conover stated the town would be happy to provide him with any operating statements he would wish. He stated that the town was doing well.

Zandy Gabriels spoke on the following:

- The response time for WWT Department for emergencies has been wonderful by all of the past and present WWT Department staff.
- He is delighted that they are able to weave in Sewer Plant improvements into the other grant.
- He stated that the bandstand at Rogers Park does not need to be replaced and he does not like the idea of terracing the slope.
- He looks forward to improvements to the stormwater controls in the parking lot area.

- He stated he went to the WWTP this afternoon asking about phosphates and to look at DMR's and was told to speak with Supervisor Conover.

Supervisor Conover stated that if Mr. Gabriels would summarize his questions and submit them to the Board, they would be happy to respond to any communication asking for any factual information that is public record. He stated that there are big signs at the plant stating that only authorized personnel are allowed, and the town takes this very seriously. They do not want anyone getting hurt. If he or anyone else is interested in a tour of any of the plants, it can certainly be set up. He would ask going forward that Mr. Gabriels respect that these properties are for authorized personnel only. They would be happy to accommodate him, but they have to do this in an organized and controlled atmosphere.

Supervisor Conover stated he is getting lots of good reviews on Second Street paving. He congratulated the Highway Department on all their hard work along with the Buildings and Grounds Department.

RESOLUTION #187

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

TRANSFERS FOR JULY 2018

To	From	Amount
<u>GENERAL:</u>		
5650.4 Off Street Parking CE	Fund Balance	\$98,900.00
<u>WATER:</u>		
8330.2 Purification EQ	8330.4 Purification CE	\$1,505.00
<u>SEWER:</u>		
8110.4 Administration CE	8110.1 Administration PS	\$1,352.00
8120.4 Sanitary Sewers CE	1440.4 Professional Svcs	\$4,000.00
8120.4 Sanitary Sewers CE	1990.4 Contingency	\$4,000.00

ADDITIONAL TRANSFERS:

\$60,000 to be transferred to the Sewer District from the General Fund. The transfer will be set up as a Due To / Due From in anticipation of upcoming Quarterly Billing.

RESOLUTION #188

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 6A		
General	936-976	\$6,063.50
Hwy	295	17.35
Sewer	225-232	2,729.74
Water	172-174	1,514.01
Lights	21-23	2,688.32

Abstract 7

General	850-935 977-1014	\$239,784.84
Highway	278-294 296-321	134,398.83
Sewer	199-224 233-256	52,566.52
Water	148-171 175-185	20,960.27
Lights	24	385.71
Tourism	35-40	27,182.20
Sewer Plant Improvement Project	8-11	8,935.10

- Motion to enter into Executive Session.

RESOLUTION #189

Councilmember Coon moved, seconded by Councilmember Cleavland for the Town Board to enter into Executive Session to discuss specific employment history of a specific Town employee and to discuss a possible contractual matter. All in Favor. Motion Carried.

No Action Taken

Adjourn: 6:53p.m.

Minutes respectfully submitted by:

Jodi Connally
Town Clerk

Katie Persons
Minute Taker