

REGULAR MEETING  
BOLTON TOWN BOARD

September 4, 2018

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

Meeting Call to Order: 6:00pm.

Pledge: Tim Coon. Please stand for a moment of silence for Patricia Lamb, Gail Morehouse, Dan Hayes and Paul Gollhofer.

Minutes:

- Approve the August 7, 2018 Minutes.
- Approve the August 24, 2018 Minutes.

**RESOLUTION #224**

Councilmember Coon moved, seconded by Councilmember Cleavland to approve the minutes of the regular Town Board Meetings held August 7, 2018. All in Favor. Motion Carried.

**RESOLUTION #225**

Councilmember Cleavland moved, seconded by Councilmember Coon to approve the minutes of the regular Town Board Meetings held August 24, 2018. All in Favor. Motion Carried.

Bid Opening:

**RESOLUTION #226**

Councilmember Wilson moved, seconded by Councilmember Cleavland to approve awarding the following bids to the highest bidder for the following:

**LOT #1** - Lincoln Arc Welder: Model# P218G-I/10867D, Serial# I883435917: \$177.00

**LOT #2** - Homelite 3” Diaphragm Pump: Model# HOP3-A, Serial# HT2920002: \$107.00

**LOT #5** - 8’ Fisher Minute Mount plow: Serial# 25519: \$407.00

**LOT #6** - Sewer Equipment of America Sewer Jet: Serial# 5245: \$377.00

**LOT #7** - John Deere 750 Tractor 4x4 with bucket. \$1,727.00

to John Kloss in the amount of \$2,795.00, 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 Lucinda French for wedding event September 15, 2018, 3pm-11pm at 56 Edgecomb Pond Road-Bolton Conservation Park.

- Resolution regarding outdoor amplification permit by Lucinda French for wedding event September 15, 2018, 3pm-11pm at 56 Edgecomb Pond Road-Bolton Conservation Park.

Councilmember Wilson stated that this seemed like a long time period and suggested that they contact the applicant to clarify that the music is not going to last 8 hours straight. She suggested a total of 5 hours of the applicants choosing.

### **RESOLUTION #227**

Councilmember Wilson moved, seconded by Councilmember Coon to approve an outdoor sound amplification permit for by Lucinda French for wedding event September 15, 2018, 3pm-11pm at 56 Edgecomb Pond Road-Bolton Conservation Park with the condition that the music is for a total of 5 hours and not to be later than 11:00pm. All in Favor. Motion Carried.

### **Public in Attendance:**

Sandy Finley discussed the issue they were experiencing on 14 Mile Island due to a barricade that has been placed between the various properties, down the central common path that runs north and south on the island. They have many concerns of accessibility for emergency services and she read a letter of concern from Fire Chief Coon. Atty. Muller explained that the what the town lacked was standing, meaning that this is a private right between landowners. He suggested bringing Chief Coon's letter to the neighbor. Ms. Finley asked if the town could send him a letter regarding the barricade. Atty. Muller stated that they would discuss it.

Bob Weisenfeld inquiring about the status of Warren County's proposal for a ban on plastic bags, and his concern for the need of a study on food borne diseases in reusable bags. Supervisor Conover stated that there would be at least two public hearings on this proposal and it could be addressed there.

Zandy Gabriels spoke on the following:

- Plastic bags and that they are reusable.
- The status of a new attachment to the Bolton sewer line and the installation of a sewer pump that is located on Green Island. *Councilmember Wilson stated the applicant came before the Planning Board and it was tabled until September.*
- Clarification on the whether the priority project improvements investigation of the sewer mains would include the collection lines that run throughout the town. *Supervisor Conover stated that it would.*
- Special Use Permit and why the town would take issue on only this one provision in the code. *Atty. Muller explained the special use permit came up in language in 3 places in the entire zoning ordinance and it basically says if you want to conduct this type of use in the zone, a special use permit is needed. There is no place in the entire code where it explains the criteria of the issuance of a special use permit and type of proceedings. In many respects the application process for a special use permit are identical to the*

*application for site plan review. It's been a distinction without a difference. The better choice is to drop the reference to special use permit and substitute for site plan review. They discussed more issues in the code and why they would not address it all at this time.*

Correspondence:

- Santore's World Famous Fireworks, LLC - 8/18/18 at the Sagamore Resort and 9/2/18 at Rogers Park, Bolton Chamber of Commerce.
- Community Loan Fund 2017 Community Impact Report brochure.
- Kate Czarnecki regarding experience at Norowal Marina.
- Buck Avery appreciation of increased patrols on Mohican.
- Stone Industries quote for emergency sludge hauling.
- Marshall Sterling insurance coverage that is available.
- Ann Hynes regarding experience at Norowal Marina.
- Jodi Connally inquiries about lack of recycling containers in town.
- JH Consulting Group, Inc lead and copper sampling results.
- Marriott regarding upcoming Association of Towns 2019 conference.
- NYS DEC regarding Water District Upgrades Phase I Project.
- Wayne Smith, thank you email.
- Darrin Fresh Water Institute Beach testing results.
- Deanne Rehm regarding the need for established rules for delivery trucks in the hamlet on Route 9N.
- NYS APA regarding Water District Upgrades Phase I Project.
- Bolton Free Library thanking the town for their continued support of Annual Book Sale, with a special thanks to the Building and Grounds Department.
- Bolton Landing Chamber of Commerce annual auction dinner.
- NYS Retirement employer forum semiannual bulletin.

Committee Reports:

**Councilmember Tim Coon**

Assessor:

- The office is sending out the Enhanced Renewal applications to just the property owners that are currently on Enhanced Exemption program and who are now required to go to the Income Verification Program (IVP).
- The Town Clerks office has been informed as how this will impact our property owners and a calendar of the Assessor's office hours have also been mailed with the renewal applications.
- This change came with the 2018 State Budget and we expect there to be a lot of confusion during this new process, but Deb and Christine will keep all those informed, so they do not lose out on their exemption.

WWTP:

- Total flow for the month 7,868,865 gallons for a monthly average of 254,000 gallons.

- Casella hauled 80,000 gallons of sludge.
- We re-programmed all the dialers because of problems with pagers not working. Now it calls Matt Coon and Justin Persons cell phones if pagers don't work.
- We worked on wood chip bio reactor project.
- Rozell industries are working on air compressors for sludge pumps.
- Avanti controls installed new dialer at north station. He believes that the old one got hit by lightning.
- Received all of the valves and piping for wood chip bio reactor.
- Responded to several alarms.
- Cleaned tanks and buildings with Highway Departments pressure washer.
- Matt Coon completed all training requirements for waste water school.
- Maintained grounds around building and stations.

#### Water Department:

- Total flow to distribution for the month of August is 14,070,836 gallons
- Monthly total coli-form tests were taken, and TThm's and Haa5's according to the sampling schedule.
- Responded to several U.F.P.O. requests.
- Conducted all general maintenance and grounds work around plant and PRV pits
- On 8/2/18 repaired leak on Federal Hill Rd.
- Assisted school in moving their hydrant in the parking lot.
- Continuing work with the D.O.H, town engineer, chemical suppliers on solutions to lead and copper issues. We are making forward progress with the treatment. We have also re tested 2 of the 3 failed sites as well as one on each end of town and one from the clear well all samples came back negative for lead.
- On 8/25/18 the pond had a dose of copper sulfate.
- Furthering our efforts of drying out our freeze beds to get them cleaned out.

#### **Councilmember Susan Wilson**

#### Planning / Zoning:

- The Planning Office for the month of July collected fees in the amount of \$644.50 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.
- We also meet regularly each month to discuss projects, issues or concerns or to meet with residents.

#### Town Clerk:

- Prepared water/ sewer billing statements – processed over \$170,000. in water/sewer payments.
- We continue to work with the water department in an effort to upgrade to radio read meters.

- Spring clean-up cards are still available for pick up in the Clerk's Office, 1284 issued to date.
- Numerous hunting & fishing licenses, site is currently down so no accurate figure is available. The system seemed to have a lot of trouble this past month.
- Issued 45 resident parking permits.
- Advertised for and attended bid openings.
- 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 \$6441 in landfill tickets at the counter.
- Reservation 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 processed payments of 15,865.00.

#### 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.
- BUDGET
- EAP's.
- 426's

#### **Councilmember Cleavland**

##### Library:

- Trivia night will continue on Sept 10<sup>th</sup> and 24<sup>th</sup> at 6:30pm.

- First kid's movie night will be on September 15<sup>th</sup> at 6pm \$6.00 per child. Movie title to be announced at a later date.
- Book club will meet September 18<sup>th</sup> 7pm to discuss "A Tree Grows in Brooklyn" by Betty Smith.
- Starting Saturday, September 4<sup>th</sup> the library returned to off season hours Tuesday, Wednesday and Friday, 10am-6pm, Thursday, 10am-8pm and Saturday, 10am-4pm.
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Police:

- 48 patrol shifts, 426 reportable activities and 330 property checks.

Seniors:

- They are resuming their winter events.
  - Mahjong: Fridays at 11:30am.
  - Michigan Rummy: Thursdays at 11:30am.
  - Bowling: Second and fourth Wednesday of the month.
  - Racino: Second Tuesday of the month.
  - Movie: Third Tuesday of the month.

Supervisor's Report:

- Deposits: \$1,247,594.61
- Disbursements: \$855,853.93
- South Trout Lake Road highway project is underway.
- Brook Street extension bid received will be underway this Fall.
- Lower Brereton Road is also to be completed this fall.
- Wood Chip Bio reactor demonstration project making progress big thanks to Barry Kincaid, Kathy Suozzo and our staff at BWWTP.
- Warren County Sales Tax up 4.7% through second quarter.
- Recommendation by the assessor to do another revalue.

New Business

- Resolution awarding Brook Street Extension bid to HMA Contracting having the low bid of \$181,600 and authorizing the Highway Superintendent and Supervisor to execute all agreements and take all actions needed for this project.

**RESOLUTION #228**

Councilmember Wilson moved, seconded by Councilmember Coon to authorize awarding Brook Street Extension bid to HMA Contracting having the low bid of \$181,600 and authorizing the Highway Superintendent and Supervisor to execute all agreements and take all actions needed for this project, contingent on the County's approval of the scope of work shown in the County right-of-way. All in Favor. Motion Carried.

- Resolution to amend current zoning code (Chapter 200) by deleting all references to a requirement for a SPECIAL USE PERMIT. By adopting the proposed amendment, the

town will continue to follow the current procedural path of imposing SITE PLAN REVIEW requirements for the appropriate projects.

Supervisor Conover asked if this motion was to schedule a Public Hearing on this item. Atty. Muller stated it was.

**RESOLUTION #229**

Councilmember Wilson moved, seconded by Councilmember Cleavland to schedule a Public Hearing on October 2, 2018 at 6:00pm to amend current zoning code (Chapter 200) by deleting all references to a requirement for a SPECIAL USE PERMIT. By adopting the proposed amendment, the town will continue to follow the current procedural path of imposing SITE PLAN REVIEW requirements for the appropriate projects. All in Favor. Motion Carried.

Motion to convene as the Town of Bolton Sewer District

**RESOLUTION #230**

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

- Resolution to contract with Hometown Sewer Service of Warrensburg, NY for emergency response services & sludge pumping services related to operation within the town of Bolton sewer district.

Supervisor Conover explained that these were for emergency services in the event that there was an issue at the pump station and there is a need to bring them in to haul the waste water while they remedy the situation.

**RESOLUTION #231**

Councilmember Coon moved, seconded by Councilmember Cleavland to contract with Hometown Sewer Service of Warrensburg, NY for emergency response services & sludge pumping services related to operation within the town of Bolton sewer district as follows:

WHEREAS, the Town of Bolton solicited quotes for emergency response and sludge pumping services related to operations at the Town's Main Pump Station and Wastewater Treatment Plant, and

WHEREAS, the Town desires to engage one service supplier for the term of one year on as an-needed basis, the services for which will be covered under a separate Town of Bolton Purchase Order (PO), and

WHEREAS, pursuant to the Town's Procurement Policy and Procedures, the Town solicited quotes from four (4) separate suppliers, of which only two (2) responded and

WHEREAS, Hometown Sewer Service of Warrensburg, New York, has submitted their quotation for consideration, with costs based on emergency response time, per gallon cost and per hour manpower and equipment cost,

WHEREAS, Hometown Sewer Service of Warrensburg, New York was the lowest bidder on the above-referenced project, and

NOW AND THEREFORE IT BE RESOLVED that the Town of Bolton Town Board, enter into a one-year agreement, beginning September 1, 2018, with Hometown Sewer Service of Warrensburg, New York on an as-needed basis for emergency response and sludge pumping services, pursuant to the costs outlined in the attached August 28, 2018 quote. All in Favor. Motion Carried.

Reconvene as Bolton Town Board

**RESOLUTION #232**

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

- Resolution authorizing an agreement in the amount of \$300 with the Adirondack Park Local Government Review Board for September 2018 through September 2019.

**RESOLUTION #233**

Councilmember Wilson moved, seconded by Councilmember Cleavland to authorize an agreement in the amount of \$300 with the Adirondack Park Local Government Review Board for September 2018 through September 2019. All in Favor. Motion Carried.

Councilmember Wilson stated she wanted to make a motion of Rainbow Beach Road speed. She stated the concern was for pedestrians in that area. Councilmember Coon stated it was a 30mph speed and he believes it is too fast.

**RESOLUTION #234**

Councilmember Wilsons moved, seconded by Councilmember Coon to request Warren County DPW to petition the state to also do a survey of Rainbow Beach Road for a speed limit. All in Favor. Motion Carried.

Public in Attendance:

**RESOLUTION #235**

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



**TRANSFERS FOR SEPTEMBER 2018**

<b>To</b>	<b>From</b>	<b>Amount</b>
<u>GENERAL:</u>		
9050.8 Unemployment	1990.4 Contingency	\$9,000.
<u>HIGHWAY:</u>		
5130.4 Machinery CE	5130.2 Machinery EQ	\$10,000.
9050.8 Unemployment	5120.4 Bridges & Culverts CE	\$9,000.
<u>WATER:</u>		
8310.4 Administration CE	8310.2 Administration EQ	\$2,000.
9050.8 Unemployment	1990.4 Contingency	\$4,000.
<u>SEWER:</u>		
8110.4 Administration CE	Fund Balance	\$4,900.
8120.4 Sanitary Sewers CE	Fund Balance	\$6,175.
8130.4 Treatment/Disposal CE	Fund Balance	\$8,200.

**ADDITIONAL TRANSFERS for AUGUST 2018:**

<b>To</b>	<b>From</b>	<b>Amount</b>
<u>GENERAL:</u>		
9789.7 Loan Repayment Int.	9780.6 Debt Payments	\$32,234.
<u>HIGHWAY:</u>		
9710.7 Debt Services Interest	9730.6 Bond Ant Principal	\$3,000.
<u>WATER:</u>		
9789.7 Loan Repayment Int.	9780.6 Debt Payments	\$12,358

**RESOLUTION #236**

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

Pay the Bills:

	Vouchers	Amount
Mid Abstract 8A		

General	1251-1286	\$3,854.40
Hwy	403	17.35
Sewer	329-336	2,813.51
<b>Water</b>	217-220	1,336.75
Lights	29-30	51.54

Abstract 9

General	1199-1250 1287-1332	\$44,110.37
Highway	386-402 404-433	305,821.11
Sewer	315-328 337-347	17,430.30
Water	208-216 221-233	8,006.38
Lights	31	401.53
Tourism	45-47	16,375.10
Sewer Plant Improvement Project	24-31	13,380.76
Vets Park South Dock	7-8	2,841.84

Executive Session: To discuss employment matters dealing with a particular Town of Bolton employee.

**RESOLUTION #237**

Councilmember Cleavland moved, seconded by Councilmember Wilson discuss employment matters dealing with a particular Town of Bolton employee. All in Favor. Motion Carried.

No Action Taken

Adjourn: 6:52p.m.

Minutes respectfully submitted by:

Jodi Connally  
Town Clerk

Katie Persons  
Minute Taker