

REGULAR MEETING
BOLTON TOWN BOARD

October 2, 2018

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

Meeting Call to Order: 6:00pm.

Pledge: Robert MacEwan. Please remain standing for a moment of silence for: Una B. Tonnesen & H. Winona Doheny

Minutes:

- Approve the September 4, 2018 Minutes.

RESOLUTION #238

Councilmember MacEwan moved, seconded by Councilmember Cleavland to approve the minutes of the regular Town Board Meetings held September 4, 2018. All in Favor. Motion Carried.

Public Hearing:

Public Hearing regarding outdoor amplification permit by John and Deborah Gaddy for wedding event October 20, 2018, 4-10pm at 56 Edgecomb Pond Road-Bolton Conservation Park.

Councilmember Wilson stated that they have reduced previous applications for amplified sound to a maximum of 5 hours.

- Resolution regarding outdoor amplification permit by John and Deborah Gaddy for wedding event October 20, 2018, 4-10pm at 56 Edgecomb Pond Road-Bolton Conservation Park.

RESOLUTION #239

Councilmember Wilson moved, seconded by Councilmember Cleavland to approve an outdoor

sound amplification permit for by John and Deborah Gaddy for wedding event October 20, 2018 for a maximum of 5 hours between the hours of 4pm and 10pm at 56 Edgecomb Pond Road- Bolton Conservation Park. All in Favor. Motion Carried.

Convene as the Local Board of Health

RESOLUTION #240

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

Public Hearing: Regarding septic system replacement with a holding tank, represented by Daniel W. Ryan of Vision Engineering for Jim & Barbara Beyerl/South Beach Association – Parcel ID # 200.14-1-12, Property Location: Lot # 7-90 Cotton Point Road in accordance with Resolution #186 set forth by the Town Board on September 1, 2009 Local Board of Health review is required for a holding tank.

Dan Ryan of Vision Engineering stated this was a simple, straight forward application.

Councilmember Wilson stated that everything seemed to be in order with the town engineer signing off on it.

Supervisor Conover inquired why they did not also have the alarm system terminating water access should the alarm go off. Mr. Ryan said it had been considered, the existing system is a lake drawn system that is seasonally decommissioned. Because of the way the system is integrated and connected to this home, this is a bit of an inconvenience. They also are infrequent users of the home, and a solenoid control valve does up the cost, but he feels that if this Board decides they want this they will be happy to do this. Supervisor Conover stated it is a concern to him because they were not there frequently and no one available to respond to the alarm. Mr. Ryan stated that was a good point, but most likely the only time the alarm would be tripped was during occupancy. They have a two stage alarm, so there is a preliminary at 75% to give an opportunity to schedule the pump out and then a secondary alarm at 90%. Presumably the alarms would only be triggered when there is use. If there are no occupants, there would be no need for water to be entering the holding tank unless there was something wrong. He stated that it would be \$1,000+ to upgrade this. This is in a less dense and isolated area away from beaches etc.

The Board discussed the need for an automatic shutoff alarm and stated they would prefer to add this as a condition.

- Resolution designating Bolton Town Board as lead agency under SEQRA.

RESOLUTION #241

Councilmember Wilson moved, seconded by Councilmember MacEwan to declare the Bolton Town Board as Lead Agency under SEQRA for the proposed holding tank for Jim & Barbara Beyerl/South Beach Association – Parcel ID # 200.14-1-12, Property Location: Lot # 7-90 Cotton Point Road. All in Favor. Motion Carried.

- Resolution regarding SEQRA determination.

Councilmember Wilson asked the Board the following questions:

1. Do any of the Board Members have concerns with any of the items listed 1 through 20 in Part 1, on the SEQRA Form as submitted by the applicant? No
2. Will the proposed action impact any of the items listed 1 through 11 in Part 2 of the SEQRA Form? No

Based upon the materials submitted and accepted as part of the record, our findings are as follows:

- A. The Applicant’s SEQRA submission, and our analysis of the issues presented, demonstrates that there are no significant environmental impacts or concerns.
- B. The applicant has provided clear and complete responses to issues recited in the SEQRA questionnaire and based upon all information reviewed by this lead agency in its SEQRA analysis, including a thorough “hard look” and consideration of the applicant’s entire submission, and upon all board and public comments received, it is appropriate in the opinion of this lead agency to make a finding that the proposed action will result in no adverse environmental impacts and that any identified adverse environmental impacts will not be significant, or where identified, are sufficiently mitigated by virtue of the conditions imposed in granting approval.

RESOLUTION #242

Councilmember Wilson moved, seconded by Councilmember Cleavland to waive a public hearing and make a negative declaration with regard to SEQRA for the proposed holding tank for Jim & Barbara Beyerl/South Beach Association – Parcel ID # 200.14-1-12, Property Location: Lot # 7-90 Cotton Point Road. All in Favor. Motion Carried.

- Resolution to allow a holding tank for Jim & Barbara Beyerl/South Beach Association – Parcel ID # 200.14-1-12, Property Location: Lot # 7-90 Cotton Point Road in accordance with Resolution #186 set forth by the Town Board on September 1, 2009 Local Board of Health review is required for a holding tank.

RESOLUTION #243

Councilmember Wilson moved, seconded by Councilmember Cleavland to approve the variance application to install holding tank for Jim & Barbara Beyerl/South Beach Association – Parcel ID # 200.14-1-12, Property Location: Lot # 7-90 Cotton Point Road with the following condition: an automatic shutoff solenoid switch be added to the system. All in Favor. Motion Carried.

Reconvene as Bolton Town Board

RESOLUTION #244

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

Public in Attendance:

Correspondence:

- National Grid notice of termination of service at 969 E. Schroon River Road.
- Dryden Mutual Insurance Company notice of cancellation of policy CFL00066574-01
- Kathleen Simmes requesting an increase to retiree reimbursement account.
- Marshall Sterling regarding budgeted insurance costs.
- National Grid, Street lighting audit results.
- United States Senate regarding Farm to School Grant Program.
- Resignation letter from Court Clerk, Annette Saris effective 12/31/18. *Received with regret.*
- LGLC Fall/Winter Newsletter.

Committee Reports:

Councilmember Rob MacEwan

Highway:

- Culvert replacement on South Trout Lake Road and Lower Brereton Road.
- Reclamation of both roads.
- Item #4 graded and rolled both roads.
- Graded and raked dirt roads.
- Mowing roads and old landfill area.
- Sweep streets.
- Rake sewer beds.
- Haul sand for new sewer bed.
- Haul blacktop for other towns.

Transfer Station:

- Total for the month is \$9,195.00
- Spring cleanup cards is \$3,876.00
- Took batteries to the county.
- Car batteries went to Cohen's.
- Donated clothes to the Salvation Army.
- Contacted Jim Madison for repair to compactor guide.

Justice Court: During the month of September 2018, Judge Edward White took in \$5,049.00 and Judge Edward Stewart took in \$4,040.00. Total monies forwarded to the Town of Bolton

amounted to \$9,089.00. There are itemized lists located in the Court if anyone desires to look them over.

Recreation:

EMS:

EMR report regarding billing activity for July 2018:

- Calls: 48 of which 37 were billable.
- Gross Charges Billed in July: \$ 44,029.80
- Payments Received in July: \$ 16,835.03
- Payroll Expenses for July were \$ 21,961.97
- Year to date thru July 2018 was \$170,919.38

EMR report regarding billing activity for August 2018:

- Calls: 37 of which 27 were billable.
- Gross Charges Billed in August: \$ 31,078.40
- Gross Charges Billed YTD: \$182,871.20
- Gross Charges Billed thru August 2017 were \$130,781.00
- Payments Received in August: \$ 18,182.55
- Payments Received YTD: \$ 91,532.24
- Billing payments received thru August 2017 were \$ 68,766.38
- Payroll Expenses for August were \$ 21,847.91.
- Year to date thru August 2018 was \$192,767.29
- Payroll thru August 2017 was \$147,883.08

Warrensburg EMS requesting any available ambulance or EMS personnel for Garage Sale Weekend.

EMS Vital Signs Conference in Syracuse, NY October 11-14, 2018.

Our billing vendor, EMR Management Resources, recommends increasing our rates for service as follows:

	<u>Current</u>	<u>Recommended</u>
BLS	\$650.00	\$750.00
ALS 1	\$850.00	\$1,000.00
ALS 2	\$1,000.00	\$1,400.00
Mileage: \$18.00 per mile		\$20.00

The budget, as circulated by Steve VonSchenck, was submitted to Ron Conover, Bolton Supervisor.

On Tuesday, September 18th, I attended another meeting of the Warren County Supervisors EMS Task Force subcommittee. At that meeting, based on interviews and budgets reviewed for Bolton, Johnsburg, Lake George, North Warren and Warrensburg EMS, staff from County EMS presented an outline of a proposal for a partial Warren County EMS service that would provide for 24/7 coverage in those communities with additional floating ambulances with crews in peak

times based on seasonal variations. The service would pay competitive salaries to paramedics and EMTs along with benefits. The proposal anticipates employing 25 paramedics and 25 EMTs and, in addition, an administrative staff of 9; comprised of a director, two assistant directors, an administrative person and 4 paramedic supervisors. One many outstanding issues is the feasibility of standalone county tax district to fund the proposed entity. Other matters are equipment, locations, availability of staff and establishing the required authority from the NY Department of Health. The supervisors from the towns of Bolton and Lake George are firmly behind the concept. Warrensburg is supportive but has some reservations. Chester and Johnsbury is non-committal at this time. Further information and data are being developed for the subcommittee's consideration.

Councilmember Susan Wilson

Planning / Zoning:

- The Planning Office for the month of July collected fees in the amount of \$641.25 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.
- 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 \$35,000.00.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, 1317 issued to date.
- Issued 54 hunting & fishing licenses.
- Issued numerous 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 \$2911 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.

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.
- Handbook.
- 426's.

Councilmember Cleavland

Library:

- Trivia Monday will be held on October 15th and 29th.
- Book Club will be October 16th to discuss "Ordinary Grace" by William Kent Kruegger.
- Kids Movie Night will be held October 20th and they will be showing Hotel Transylvania 3.

Police:

- 27 patrol shifts, 277 reportable activities and 245 property checks.

Supervisor's Report:

- Deposits: \$243,983.26
- Disbursements: \$609,049.70
- Warren County Sales Tax Revenue: up 5.1% year to date.
- South Trout Lake Road and Lower Brereton Road underway.
- Brook Street Extension underway very soon (Project Meeting held).
- Master Plan work for Veterans Park underway, committee established, look forward to seeing their ideas. *The first meeting was held last night and they have an agenda.*
- Wood Chip Bioreactor Project progressing very well. *This should be online within the next 2 weeks.*
- Having issue with our PRV stations once again, working on a resolution.

- Tentative 2019 has been prepared for review by the Town Board Members, need to set Town Board workshop meetings on the 2019 Budget. *Budget workshops have been scheduled for October 9th and 11th at 5:00pm.*
- The Salt Summit will be held tomorrow at the Fort William Henry.
- Town looks great going into the Fall, big thanks to our Parks Crew and Aimee Galentino for their excellent work.
- Report from the ACO for the month of September is available.

New Business

- Resolution authorizing the Supervisor to sign a 2019 contract with the City of Glens Falls for Mass Transit in the amount of \$2,075.

RESOLUTION #245

Councilmember MacEwan moved, seconded by Councilmember Wilson to authorize the Supervisor to sign a 2019 contract with the City of Glens Falls for Mass Transit in the amount of \$2,075. All in Favor. Motion Carried.

- Resolution authorizing an annual wage of \$7,000 for the position of Part Time Animal Control Officer.

RESOLUTION #246

Councilmember MacEwan moved, seconded by Councilmember Wilson to authorize an annual salary of \$7,000 for the position of Part Time Animal Control Officer. All in Favor. Motion Carried.

- Resolution to approve the adoption of the newly updated Town of Bolton Sexual Harassment Policy.

Councilmember Wilson explained that this was to meet the new state regulations.

RESOLUTION #247

Councilmember MacEwan moved, seconded by Councilmember Cleavland to approve the adoption of the newly updated Town of Bolton Sexual Harassment Policy. All in Favor. Motion Carried.

- Resolution to approve the continuation in the Town of Bolton Retiree's Health Insurance Supplemental Plans through Jaeger & Flynn with CDPHP Medicare Advantage 2019 and the MVP Gold Anywhere PPO 2019.

RESOLUTION #248

Councilmember Cleavland moved, seconded by Councilmember Wilson to approve the continuation in the Town of Bolton Retiree’s Health Insurance Supplemental Plans through Jaeger & Flynn with CDPHP Medicare Advantage 2019 and the MVP Gold Anywhere PPO 2019. All in Favor. Motion Carried.

- Resolution authorizing the Supervisor to sign a General Release Form and a SL2 Form with Niagara Mohawk Power Corporation d/b/a National Grid regarding Street Lighting updates.

Supervisor Conover explained that the town requested a survey for lighting relative to future lighting arrangements to benefit the town, and this discrepancy was found.

RESOLUTION #249

Councilmember MacEwan moved, seconded by Councilmember Cleavland to authorize the Supervisor to sign a General Release Form and a SL2 Form with Niagara Mohawk Power Corporation d/b/a National Grid regarding Street Lighting updates. All in Favor. Motion Carried.

- Resolution to authorize the use of the Town Hall area for the Town Wide Garage Sale.

RESOLUTION #250

Councilmember Cleavland moved, seconded by Councilmember MacEwan to authorize the use of the Town Hall area for the Town Wide Garage Sale. All in Favor. Motion Carried.

Public in Attendance:

RESOLUTION #251

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

TRANSFERS FOR OCTOBER 2018

To	From	Amount
<u>GENERAL:</u>		
1010.4 Town Board CE	1110.2 Justices EQ	\$65.00
1410.2 Town Clerk EQ	1410.4 Town Clerk CE	\$2,354.
<u>HIGHWAY:</u>		
5140.4 Brush & Weeds CE	5120.4 Bridges & Culverts CE	\$1,290.
5142.2 Snow & Ice EQ	1440.4 Professional Services	\$5,000.

WATER:

1440.4 Professional Services	1990.4 Contingency	\$4,430.
8310.4 Administration CE	8310.2 Administration EQ	\$2,000.

SEWER:

8110.4 Administration CE	8110.1 Administration PS	\$4,900.
8120.4 Sanitary Sewers CE	8130.2 Sewage Treatm EQ	\$3,000.
8130.4 Treatment/Disposal CE	Fund Balance	\$19,665.

ADDITIONAL TRANSFERS:

\$10,000.00 to be transferred to Veterans Park Capital Projects from General Fund for South Dock Project.

RESOLUTION #252

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 9A		
General	1424-1453	\$2,611.52
Hwy	467	17.35
Sewer	370-373	947.01
Water	247-249	702.57
Lights	32-33	486.98

Abstract 10

General	1333-1423 1454-1471	\$69,767.32
Highway	434-466 468-480	93,333.98
Sewer	348-369 374-381	26,519.68
Water	234-246 250-254	10,640.21
Tourism	48-51	19,854.57
Sewer Plant Improvement Project	32-41	40,258.40
Vets Park South Dock	9-10	13,541.89
LG Watershed 1	22,500.00	

Executive Session: Adjourn

RESOLUTION #253

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

Adjourn: 6:35p.m.

Minutes respectfully submitted by:

Jodi Connally
Town Clerk

Katie Persons
Minute Taker