

REGULAR MEETING
BOLTON TOWN BOARD

October 1, 2019

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: Councilmember Coon

Please stand for a moment of silence for Alice Quinn.

Minutes:

- Approve the September 3, 2019 regular Town Board Meeting Minutes.

RESOLUTION #186

Councilmember MacEwan moved, seconded by Councilmember Coon to approve the Minutes of the regular Town Board Meeting held September 3, 2019. **All in Favor. Motion Carried.**

- Approve the September 20, 2019 special Town Board Meeting Minutes.

RESOLUTION #187

Councilmember Wilson moved, seconded by Councilmember Cleavland to approve the Minutes of the special Town Board Meeting held September 20, 2019. **All in Favor. Motion Carried.**

Public Hearings:

Public in Attendance:

Code Enforcement:

Correspondence:

- Friends of Up Yonda Farm pamphlet.
- Adk. Champlain Regional Salt Summit invitation.
- Charter Communications regarding upcoming changes.
- RPI regarding Anniversary Celebration Weekend.
- SUNY Adirondack annual investors summit invitation.

- NYS Office of the State Comptroller regarding 2018 fiscal stress score.
- Pastor Scotty Matthews invitation to a Meet the Candidates night.
- Tom Nace of Nace Engineering, P.C. notice of retirement. *The Board thanks him for his years of excellent service.*
- Julie Butler, Warren County Purchasing regarding electronic equipment recycling.
- Joe Tyrell of Blessed Sacrament thank you card.
- Bolton American Legion regarding 50th Vietnam War Commemoration Ceremony.
- NYS Agriculture and Markets regarding Dog Control Inspection Report.
- NYS Senate regarding a round table discussion on topics that impact the community.
- Mayor Bob Blais, regarding Student Connection Committee report.
- Kathleen Suozzo PE, PLLC field report.
- National Grid survey.
- New York State Department of Transportation regarding speed limit on Rainbow Beach Road.
- Invitation to the Capital Region Community Loan Fund annual event.

Committee Reports:

Councilmember Rob MacEwan

Highway:

- Ditch and tree work Ridin-Hy road.
- Blacktop part of Ridin-Hy road.
- Grade and rake dirt roads.
- Sent trucks to other towns for blacktop.
- Mowing roads.
- Swept streets.
- Haul Item #4.
- Crack sealing done on some roads.

Recreation:

In Attendance: Joan Baldwin, Patricia Cushing, Tammie DeLorenzo, Deborah Gaddy, Cheryl Rafferty

Absent: Wendy Burkowski, Don Russell

1. Fourth of July-

Previously Chris Gabriel's was given a gift certificate by The Bolton Business District as a way to thank him for volunteering his barge and time during the Fourth of July activities. A price of \$500 has been suggested to pay Chris Gabriel's for his time during the Fourth of July activities now that the Recreation Department is hosting the event. *Councilmember MacEwan said he would speak with Michelle to discuss how to this would be handled.*

2. Christmas Tree lighting-

This will be the first year the Recreation Department hosts this event, and I am proposing the following changes. Instead of distributing gifts, which is already done by the Fire Department on Santa Night, we can offer more activities, including pony rides, small animals for viewing and petting, fire pit and s'mores, and provide light food items (chili or soup) instead of hotdogs. Christmas Carols, hot chocolate, and the hayride will still be offered.

3. I will be scheduling either a Halloween or Christmas themed puppet show, based on availability of The Puppet People, to be shown in October or December.

Justice Court:

- During the month of September 2019, Justice Edward G. White took in \$5,860.00 and Justice Edward Stewart took in \$8,047.00. Total monies forwarded to the Town of Bolton amounted to \$13,907.00. Itemized lists are available in the Court should anyone desire to look them over.

Transfer Station:

- Total for the month is \$11,476.00
- Spring cleanup cards is \$5,876.00
- Building needs repairs for winter. *Councilmember MacEwan stated he would talk to the Parks Department to address these repairs.*

Councilmember Tim Coon

Assessor:

- The exemption renewals for the Aged were sent out earlier than usual this year, encouraging them to file early so they would not have to battle the snow and the cold this winter.
- The office is continually updating sales, addresses, and bank codes as they are received.

Water:

- Total flow to distribution for the month of August 2019 is 11,650,731 gallons.
- Monthly total coli-form tests were taken according to the sampling schedule.
- Conducted all general maintenance at the water plant, p.r.v. stations, and hydrants.
- Responded to several UFPO's.
- Installed several new Neptune radio read heads to customers who require upgrades.
- Monthly copper sulfate dosage was applied to pond
- On 9/11/19-9/13/19 we excavated and installed new main under Finkle brook covert. Boil water started for approximately 12 homes on 9/12/19 and was lifted on 9/18/19. This process took longer than expected due to hours of operation of our certified lab. The entire job went smooth and everything is in working order.

- I want to give a big thanks to the Highway, Parks and Sewer Departments for helping out during short staffing.
- We have a scheduled hydrant flushing on 10/15/19.

Sewer:

- Total flow for the month 5,618,460 gallons for a daily average of 187,000 gallons.
- Casella and blue diamond hauled 76,000 gallons of sludge due to issues in Imoff tank from floating sludge.
- We had a random inspection from DEC and they were very happy with how the plant was running and the maintenance on all the tanks and buildings.
- On 9/16 we had a lot of floating sludge in Imoff tank in the jets and gray water, we had blue diamond septic haul 24,000 that day to remove the sludge and get back to normal. We are in the process of trying to find out why this is happening and talking to business in the sewer district.
- We have been working with and Kathy and Mark Suozzo on the upcoming grants and sludge issues.
- We are cleaning out center storage barn and using highways loader to take stuff to dump.
- We have conducted 2 Bio reactor samplings and the results are very good. It is removing over 3/4 of the nitrates coming through it.
- We have maintained the grounds around plant and pump stations.
- We are still waiting to hear back from NYWEA so Justin can schedule his waste water test.

Councilmember Susan Wilson

Planning / Zoning:

- Mitzi, Mike and I continue to meet with Jim Martin to review the zoning code update.
- We also meet regularly each month to discuss projects, issues or concerns or to meet with residents.
- On September 23rd Richard Miller joined Town of Bolton staff as the Director of Planning and Zoning. This is a new position for the town and Rich, who is a Civil Engineer, brings a wealth of experience to Bolton. His responsibilities in his most recent position as a City Engineer included supervision of the Engineer's Office, the Building and Zoning Departments, the Department of Public Works and the Water and Wastewater Treatment Plants. We are pleased to have Rich fill this new position.

Clerks Office:

- Completed quarterly water billing cycle for period ending July 25, 2019

- We continue to work with the water department in an effort to upgrade to radio read meters
- Resident clean-up cards are still available for pick up in the Clerk's Office, 1365 issued to date
- Sold 79 hunting / fishing licenses
- Sold \$2693 in landfill tickets at the counter
- Issued 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
- Reservation at the community center
- Updated tax changes from the Assessor's office
- Marriage licenses
- Death Certificates – State has now gone to filing deaths electronically,
- Issued numerous disability parking plaques

Bolton Septic Inspection Program (B-SIP):

- The new Septic Inspection Program took effect on September 1st and to date we have had ten systems inspected and nine passed immediately. The tenth required some minor repair and passed after the repairs were completed.
- Last Thursday we invited realtors to a meeting here at Town Hall and reviewed the ordinance and answered questions. This Thursday Mike will attend another realtors conference at SUNY Adirondack to do the same. We want to be sure anyone who is involved in the program is armed with all of the information required for compliance. We have prepared a booklet that provides the information that is available on the Town's website and a bound, hard copy is also available in the Zoning Office for \$10.00.

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.
- New hires.
- Insurance Claims.
- 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.

Supervisor's Report:

- Deposits: \$ 2,019,272.01
- Disbursements: \$ 536,359.73
- Temporary water main installation complete. *Supervisor Conover stated this went off very well with great team effort. He explained that this will be in place until the County replaces the bridge.*
- East Schroon River Road almost complete. *Highway Superintendent William Sherman stated they still had shoulder work to finish up on this project.*
- Budget workshops for 2020 will start next week.
- Striping next to Town Hall with new signage to be installed.
- Sealing and striping of Goodman Parking lot complete.
- Fall flowers and decorations look beautiful and the Town looks wonderful.
- Hydrant flushing will take place on October 15, 2019.

New Business:

- Resolution to authorize the Supervisor to enter into an agreement with the Dock Doctors LLC., to install dock posts in an amount not to exceed \$3,250.00.

RESOLUTION #188

Councilmember MacEwan moved, seconded by Councilmember Coon to authorize the Supervisor to enter into an agreement with the Dock Doctors LLC., to install dock posts in an amount not to exceed \$3,250.00. **All in Favor. Motion Carried.**

- Resolution to reappoint Andrew Roden to the Board of Assessment Review for a term to begin October 1, 2019 with a term expiration date of September 30, 2024.

Supervisor Conover stated that Mr. Roden was a great appointment and he is pleased that he has agreed to continue to serve on this board.

RESOLUTION #189

Councilmember Cleavland moved, seconded by Councilmember Wilson to reappoint Andrew Roden to the Board of Assessment Review for a term to begin October 1, 2019 with a term expiration date of September 30, 2024. **All in Favor. Motion Carried.**

- Resolution authorizing the Supervisor to sign a 2020 Roadway Maintenance Agreement with Warren County in the amount of \$178,215.95 for snow and ice removal and \$2,469.60 for mowing.

RESOLUTION #190

Councilmember MacEwan moved, seconded by Councilmember Coon to authorize the Supervisor to sign a 2020 Roadway Maintenance Agreement with Warren County in the amount of \$178,215.95 for snow and ice removal and \$2,469.60 for mowing. **All in Favor. Motion Carried.**

- Resolution to authorize the Supervisor and the Highway Superintendent to declare the following item as surplus and authorize the Town Clerk to advertise a notice for bids or contract with a public bidding company:
 1. 2006 F550 Truck with Dump Box, Sander and 9' Fisher Plow.

Supervisor Conover stated that we will be looking into using a public bidding services like a number of other towns have been using with good results.

RESOLUTION #191

Councilmember MacEwan moved, seconded by Councilmember Coon to authorize the Supervisor and the Highway Superintendent to declare the following item as surplus and authorize the Town Clerk to advertise a notice for bids or contract:

1. 2006 F550 Truck with Dump Box, Sander and 9' Fisher Plow. **All in Favor. Motion Carried.**

- Resolution authorizing AquaLogics, Inc, as the systems integrator for the Water System Capital Improvement Project:

A RESOLUTION TO ENGAGE AQUALOGICS SYSTEMS, INC. IN A PROFESSIONAL SERVICES AGREEMENT FOR THE TOWN'S WATER TREATMENT PLANT

WHEREAS, The Town of Bolton has undertaken a capital improvements project at is Water Treatment Plant (WTP) that will include upgrades throughout the WTP in order to reliably and efficiently provide drinking water; and

WHEREAS, as part of the WTP capital improvements project, the Town of Bolton proposes to provide updated instrumentation and control systems at the WTP; and

WHEREAS, the Town of Bolton solicited RFQ's (Request for Qualifications) from professional firms experienced in the supply, installation and servicing of such instrumentation and control systems, and

WHEREAS, the Town of Bolton has reviewed the qualifications of the three (3) responders to the RFQ, and

WHEREAS, for reasons of efficiency, economy, and system reliability, and pursuant to the authority conferred by General Municipal Law Section 103(5), it is determined by the Town Board that there is a need for standardization in the purchase of SCADA control equipment and for the technical support of such equipment, and

WHEREAS, AquaLogics Systems. Inc. of Syracuse, New York, has demonstrated the requisite professionalism, thorough SCADA knowledge base, and timely response to emergency response situations, and

NOW THEREFORE BE IT RESOLVED, that AquaLogics Systems, Inc. is the recommended instrumentation and control systems integrator for the project and that the Town Board hereby approves the standardization of AquaLogics, Inc. as the systems integrator for the Water System Capital Improvement Project.

Kathleen Suozzo, P.E. PLLC stated they had solicited requests for qualifications and Aqualogics was the most experienced and professional firm. We will be using them to build, supply, install, program and training for the new SCADA System.

RESOLUTION #192

Councilmember Coon moved, seconded by Councilmember MacEwan to authorize AquaLogics, Inc, as the systems integrator for the Water System Capital Improvement Project:

**A RESOLUTION TO ENGAGE AQUALOGICS SYSTEMS, INC.
IN A PROFESSIONAL SERVICES AGREEMENT FOR THE TOWN'S
WATER TREATMENT PLANT**

WHEREAS, The Town of Bolton has undertaken a capital improvements project at is Water Treatment Plant (WTP) that will include upgrades throughout the WTP in order to reliably and efficiently provide drinking water; and

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NOW THEREFORE BE IT RESOLVED, that AquaLogics Systems, Inc. is the recommended instrumentation and control systems integrator for the project and that the Town Board hereby approves the standardization of AquaLogics, Inc. as the systems integrator for the Water System Capital Improvement Project.

- Resolution to recommend that the Town Board forward a letter of support to Kevin Hajos, Superintendent of Warren County Public Works in favor of restoring the Green Island Bridge as it was originally constructed.

Councilmember Wilson stated they had received a petition that was distributed by Joan Waters and signed by 97 people in favor of this.

RESOLUTION #193

Councilmember Wilson moved, seconded by Councilmember Coon that the Town Board forward a letter of support to Kevin Hajos, Superintendent of Warren County Public Works in favor of restoring the Green Island Bridge as it was originally constructed. **All in Favor. Motion Carried.**

Public in Attendance:

Emma Calautti read the following library report:

- The last Majong will be held on 10/2/.
- 2 more trivia nights on 10/7 & 10/21.
- 10/9 there will be a program introducing the “Front Porch Forum” which is a social media front that is more local.
- 10/15 they will host the author of *Whatever Happened to my White Picket Fence*.
- 10/23 sip and shop will be held at 7:00pm at the library.
- 11/22 a benefit for the library featuring; wines, oils and vinegars from Italy will be held at the Community Center at 7:00pm.

Carol Newell stated that the front porch forum is an electronic forum the community.

Zandy Gabriels spoke on the following:

- Asked about the SCADA costs and terms of the contract. Kathleen Suozzo explained that the SCADA system was a big part of the water plant upgrade project and they wanted to pre-qualify someone that was already familiar with the instrumentation being used for the new system. She said that there is no dollar amount to this contract at this time, it will be the responsibility of the general contractor and he will get the bids. This is so that the general contractor does not hire someone that is not qualified on this system. They are anticipating going out for bids in the spring of 2020.

- He hopes this system will not be tied into the internet.
- He would like to go on record in support of rebuilding the Green Island Bridge as originally constructed.
- Years ago, the town used to pay the EMS about \$30,000. This year's budget for them is \$250,000. He received a solicitation in the mail from them this week looking for more money. This is an entity the town is already contributing \$250,000 to. The town may want to reconsider how much they budget for them if they are soliciting more money from the towns people.

RESOLUTION #194

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

TRANSFERS FOR OCTOBER 2019

To	From	Amount
<u>GENERAL:</u>		
1650.4 Central Comm CE	1650.2 Central Comm EQ	\$151.00
<u>HIGHWAY:</u>		
5130.4 Machinery CE	5110.4 General Repairs CE	\$4,209.00
5140.4 Brush & Weeds CE	5110.4 General Repairs CE	\$344.00
<u>WATER:</u>		
1440.4 Professional Svcs CE	8310.1 Administration PS	\$1,755.00
8330.4 Purification CE	8310.1 Administration PS	\$2,231.00
8340.4 Trans/Distribution CE	1990.4 Contingency	\$304.00
<u>SEWER:</u>		
8130.4 Treat/Disposal CE	8110.1 Administration PS	\$21,921.00

RESOLUTION #195

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

Pay the Bills:

Voucher		Amount
Abstract 9A		
General	1413-1454 1474-1475	7,092.27
Sewer	322-331	3,576.15
Water	265-267	1,614.05

St Lights	32-34	492.37
Abstract 10		
General	1251 1328-1412 1455-1473 1476-1477	\$57,461.39
Highway	387-419	77,029.36
Sewer	304-321 332-337	26,901.12
Water	250-264 268-273	12,239.64
Sewer Improve	30-33	2,365.00
Water Improve	5	22,710.00
Tourism	44-46	27,442.28
Roger's Park Phase 5	2	905.95
Adjourn:		

RESOLUTION #196

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

No Action Taken: 6:35pm

Minutes respectfully submitted by:

Jodi Connally
Town Clerk

Katie Persons
Minute Taker