

REGULAR MEETING  
BOLTON TOWN BOARD

January 5, 2021

Regular Meeting:

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

Meeting Call to Order: 10:00 AM.

Pledge: Councilmember Coon

Minutes:

- Approve the December 1, 2020 regular Town Board Meeting Minutes.
- Approve the Minutes of the Year End Meeting held December 29, 2020.

**RESOLUTION #25**

Councilmember Wilson moved, seconded by Councilmember Cleavland to approve the December 1, 2020 Regular Town Board Meeting Minutes. **All in Favor. Motion Carried.**

**RESOLUTION #26**

Councilmember MacEwan moved, seconded by Councilmember Coon to approve the December 29, 2020 End of Year Town Board Meeting Minutes. **All in Favor. Motion Carried.**

Public in Attendance:

Correspondence:

- Bolton Landing Chamber of Commerce Newsletter.
- LaBerge Group regarding engineering services.
- NYS Unified Court System regarding annual audit.
- NYS DEC virtual meeting invitation.
- NYS Agriculture and Markets Municipal Shelter Inspection.
- NYS DOH regarding new sampling requirements.

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- Robert Blais, Mayor of Lake George Village Annual Report.

Committee Reports:

**Councilmember Rob MacEwan**

Transfer Station:

- Total for the month: \$7,279.
- Spring Clean Up cards: \$3,200.

Justice Court:

- During the month of December 2020, Justice Edward G. White collected \$999.00 in fines and Justice Joe Connally collected \$1,502.00. Total monies forwarded to the Town of Bolton amounted to \$2,501.00. Itemized lists are available in the Court should anyone desire to look them over.

EMS:

Calls for Service & Billing activity thru November 2020:

Calls: 22 of which only 6 were billable. We had several lifting assistance only calls for one patient in particular as well as a few patients who declined transport to the hospital.

Gross Charges Billed in November:	\$ 7,234.00
Gross Charges Billed YTD:	\$252,802.76
Payments Received in November:	\$\$ 6,172.83 Payments
Received YTD:	\$131,076.39

In 2019 we had billed \$292,011 thru November. Billing payments received thru November 2019 were \$150,715.77.

Payroll Expenses for November were \$24,489.43. Year to date thru November 2020 was \$294,519.59 versus \$274,709.40 thru November 2019.

## **Councilmember Tim Coon**

### Wastewater:

- Total flow for the month 3,642,490 gallons for a daily average of 122,000 gallons.
- We have assisted the highway and parks dept. with snow removal and plowing roads.
- We have cleaned several lines around town due to some small blocks that occurred.
- We have had several alarms due to high water and rags in some of the pumps at the stations. Also, power issues at the plant.
- We have conducted bio sampling twice this month. The results have been anywhere from 40-60% nitrate removal.
- On 12/25 we had a plug at the main station. The plug was in the pipe inside the building. There was grease plugging the line.
- We had our yearly flow calibrations done at the plant. There were no issues, and everything passed.
- We have been working with Kathy and Mark Suozzo on the designs for the upcoming grant for the bio reactors and the plant.

### Water:

- Total flow to distribution for the month of November is 11,113,510 gallons with a daily flow average of 358,500 gallons.
- Responded to several U.F.P.O. requests.
- Conducted all general maintenance at the water plant and P.R.V. stations.
- Snow removal on all hydrants directly after snowstorms.
- Monthly total coli-form tests were taken according to the sampling schedule.
- New Neptune radio read meters were installed with customers who required repairs on old manual read meters.
- On 12/2/2020 NYRW was on site to leak detect our subdivisions. NYRW did not find any leaks in the subdivisions.
- On 12/4/2020 upon investigating a potential leak on 9n we located our system pressure relief valve was stuck open. We had Ross valve come up and do a service on all of our P.R.V's and a re-build on the pressure relief valve.
- After completing the re-build our daily flows have dropped by an average of 40,000 gallons per day.

### Assessor:

- Sales continue to be received by this office daily and the file is kept up to date with address changes.
- The valuation process for the 2021 Assessment Roll has begun.
- The office has received the PDC (Pre-Decisional Collaboration) report from the state and we fully expect a 100% equalization rate for the 2021 Assessment roll.

**Councilmember Susan Wilson**

Planning Office:

- During the month of December, the Planning Office collected fees in the amount of \$550.00 for items that include Certificates of Compliance and Septic Permits.

**Councilmember Wanda Cleavland**

Police:

- 21 patrol shifts, 188 reportable activities & 176 property checks.

Supervisor's Report:

- Deposits: \$ 1,057,378.88
- Disbursements: \$ 1,191,867.24
- Warren County sales tax receipts comparison through November -1.2% (not exactly sure why November was so strong but heading in right direction).
- Warren County occupancy tax ending cash balance through November, \$2,098,823. Year-end ending cash projection \$2,147,451 (Overall receipts are much better than originally anticipated).

New Business:

Public in Attendance:

**RESOLUTION #27**

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

TRANSFERS FOR 2020 YEAR END: Abstract 12C at January Meeting

To	From	Amount
<u>GENERAL:</u>		
1355.4 Assessor CE	1420.4 Attorney CE	\$3,841.00
1430.4 Personnel CE	1410.1 Town Clerk PS	\$70.00

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1620.4 Buildings/Grounds CE	1620.1 Buildings/Grounds PS	\$3,613.00
5182.4 Street Lighting CE	5132.4 Garage CE	\$10,424.00
7110.4 Parks CE	7140.1 Recreation PS	\$887.00
8010.4 Zoning/Planning CE	8010.1 Zoning/Planning PS	\$19.00
8160.4 Refuse/Garbage CE	8160.1 Refuse / Garbage PS	\$4,017.00

**HIGHWAY:**

5130.4 Machinery CE	5130.2 Machinery EQ	\$100.00
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**WATER:**

1440.4 Professional Services	1990.4 Contingency	\$1,150.00
8310.4 Administration CE	8310.2 Administration EQ	\$629.00
8320.4 Source Power Pump CE	8320.2 Source Power Pump EQ	\$278.00
8340.2 Trans/Distribution EQ	8340.4 Trans/Distribution CE	\$10,227.00

**SEWER:**

8110.4 Administration CE	1440.4 Professional Svcs	\$261.00
8120.4 Sanitary Sewers CE	9780.6 Debt Payments	\$1,740.00
8130.4 Treatment/Disposal CE	1440.4 Professional Svcs	\$263.00

**RESOLUTION #28**

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

**Pay the Bills:**

	Vouchers	Amount
	Abstract 12C	
General	1699-1755	27,887.68
Highway	411-415	8,522.09
Sewer	385-395	2,263.84
Water	298-309	12,939.00
St Lights	36-39	698.78
Sewer Improve	24	1,930.00
Roger Park PH4	14	1,000.00
Roger Park PH5	15	1,000.00

Abstract 1

General	1-12	116,507.42
Highway	1	6,587.00
Sewer	1-3	3,558.45
Water	1-2	8,160.00

Adjourn:

**RESOLUTION #29**

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

Adjourn: 10:28AM

Minutes respectfully submitted by:

Jodi Petteys  
Town Clerk

Katie Persons  
Minute Taker

