

REGULAR MEETING
BOLTON TOWN BOARD

October 5, 2021

Regular Meeting:

Supervisor: Ronald Conover
Councilman: Robert MacEwan
Councilman: Tim Coon (Absent)
Councilmember: Wanda P. Cleavland (6:30PM)
Councilmember: Susan Wilson
Town Clerk: Jodi Petteys
Counsel: Michael Muller (Absent)

Meeting Call to Order: 6:00PM.

Pledge: Councilmember Cleavland

Minutes:

- Approve the September 7, 2021 Regular Town Board Meeting Minutes.

RESOLUTION #213

Councilmember MacEwan moved, seconded by Councilmember Wilson to approve the September 7, 2021 Regular Town Board Meeting Minutes. **All in Favor. Motion Carried.**

Public Hearings:

Convene as Town of Bolton Board of Health

RESOLUTION #214

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

SEPTIC VARIANCE – HARRIS Parcel ID # 157.05-1-3 Locations: 35 & 37 Horicon Lane

- Parcel ID # 157.05-1-3 Property Location: 35 & 37 Horicon Lane represented by John Harris. In accordance with Resolution #186 set forth by the Town Board on September 1, 2009 Local Board of Health review is required. The following variance is sought for a shared septic and well system. The site consists of two three (3) bedroom homes that will be separated via an approved subdivision onto separate properties. Each house has a 1,000-gallon septic tank. They both feed to a shared pump station which pumps the effluent up to the shared absorption field. The absorption field is designed to handle the combined six (6) bedrooms. The system has been reviewed by Tom Hutchins of Hutchins Engineering and no problems with the existing system were noted.
 1. The shared well system is adequate for both houses and no problems were noted with this system.
 2. Easements and operational agreements for the septic and well systems will be added to each deed.
- Resolution designation Bolton Town Board as lead agency.

RESOLUTION #215

Councilmember Wilson moved, seconded by Councilmember MacEwan to declare the Bolton Town Board as Lead Agency under SEQRA & LWRP for the proposed septic variances for HARRIS Parcel ID # 157.05-1-3 Locations: 35 & 37 Horicon Lane. **All in Favor. Motion Carried.**

Tom Hutchins went through the plans with the Board detailing the placement of the existing wells on the property and the neighboring properties.

Supervisor Conover asked if the wells were down gradient from the leach field. Mr. Hutchins replied that they were down gradient but not in the direct path of drainage.

Supervisor Conover asked about the alarm system. Mr. Hutchins replied that there was an alarm in the pump station that currently exists and functions. Supervisor Conover inquired if it cut off the water if there was a situation. Mr. Hutchins stated that he did not believe that it did, it was only an alarm. Supervisor Conover asked about the possibility of some type of shut off that would shut off the water. Mr. Hutchins stated that it was possible if necessary. Supervisor Conover said that homeowners were not always around to hear the alarms.

Councilmember MacEwan asked if they were both year round residences. Mr. Harris replied yes, but they do not get much use in the winter. They usually drain the pipes for the winter.

- Resolution regarding SEQRA & LWRP determinations.

SEQRA

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
3. Do the Board Members agree that this project will result in no adverse impacts on the environment; and therefore, an environmental impact statement need not be prepared? Yes

LWRP

Do any of the Board Members have concerns with any of the items listed in Part C., 1 through 3 of the LWRP Waterfront Assessment Form. No

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

- A. The Applicant’s SEQRA & LWRP submissions, and our analysis of the issues presented, demonstrates that there are no significant environmental impacts or concerns, and it is hereby determined that the action to be taken is consistent with the Town of Bolton Local Waterfront Revitalization Program policies and standards.
- 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 #216

Councilmember Wilson moved, seconded by Councilmember MacEwan to make a negative declaration with regard to SEQRA & LWRP for proposed septic variances HARRIS Parcel ID # 157.05-1-3 Locations: 35 & 37 Horicon Lane. **All in Favor. Motion Carried.**

- Resolution for HARRIS Parcel ID # 157.05-1-3 Locations: 35 & 37 Horicon Lane.

RESOLUTION #217

Councilmember Wilson moved, seconded by Councilmember MacEwan having declared the Bolton Local Board of Health as Lead Agency, held a public hearing, made a Negative Declaration for the SEQRA Application and a positive determination of consistency for the LWRP Application, to approve

this variance application for approval of the existing shared well and septic system currently consisting of two 1,000 gallon tanks (one (1) serving each residence), a shared pump station and a shared absorption field designed to handle the combined six (6) bedrooms as approved by Richard Miller, PE Director of Planning and Zoning with the following conditions:

1. Easements and operational agreements for the well and septic systems shall be added to each deed.
2. The systems shall include a remote alarm and an automatic shut-off for high water.

All in Favor. Motion Carried.

Reconvene as Bolton Town Board

RESOLUTION #218

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

Public in Attendance:

Zandy Gabriels spoke on the following items:

1. The BSIP program compliance needed for septic variances.
2. Parks and Beaches Access Ordinance #38 and the omission of Fish Point Road and The North Pump Station. *Councilmember Wilson stated the deed for Fish Point is on file and does not take it to the mean high water, it takes it to the stakes in the ground. This was done for highway purposes, and it is stated in the deed.*
3. Budget season and the sales tax rate. He believes the Town should leave a sum at Warren County to reduce Bolton's share of the County taxes.

Correspondence:

- Campanelli & Associates, P.C. regarding the 5G Rollout.
- American Legion Post #961 thanking the Bolton Parks Department for all their assistance with the placement of the flags and other projects.
- FLSA regarding wage and salary.
- NYS Comptroller regarding municipalities fiscal stress monitoring.
- NYS Department of Public Service regarding Broadband Connectivity Act.
- Santore's World Famous Fireworks in regard to fireworks.
- Laberge Group regarding grant planning.

Committee Reports:

Councilmember Rob MacEwan

Highway:

- Sent trucks to other towns for paving.
- Brush work Alder Brook Road.
- Replace culverts Alder Brook Road.
- Hauled Item #4.
- Brush work Dixon Hill Road.
- Ditch work Dixon Hill Road.
- Help LGA with dredging.
- Big thanks to Matt & Justin with Wastewater Department helping us with their sewer jet cleaning out culverts.

Justice Court:

- During the month of September 2021, Justice Edward G. White collected \$2,278.00 in fines and Justice Joe Connally collected \$2,310.00. Total monies forwarded to the Town of Bolton amounted to \$4,588.00. Itemized lists are available in the Court should anyone desire to look them over..

Transfer Station:

- Total for the month is \$8,148.00
- Spring cleanup cards is \$3,842.00

Recreation:

N/A

Emergency Squad:

EMR report regarding billing activity for August, 2021:

Calls: 52 of which 35 were billable. In August, 2020 we had 35 calls of which 29 were billable

Gross Charges Billed in August:	\$ 50,754.00
Gross Charges billed thru August:	\$ 225,630.00
Payments Received in August:	\$ 28,532.02
Payments Received thru August:	\$ 91,935.77

In 2020 we billed \$196,252 and received payments of \$93,641.12 thru August.

Payroll Expenses in August were \$24,898.40 for a year to date of \$217,065.47 versus \$211,741.81 thru August, 2020.

A total expense budget of \$507,724 submitted to Town of Bolton; an increase of \$67,577.00 over the 2020 estimate. We are requesting a funding level of \$327,674 from the Town of Bolton; a 31% increase over 2020. We are anticipating a continuing decrease in receipts from billing for service based upon reduced call volume but a substantial increase in payroll expenses due to overtime payments necessitated by the loss of two paramedic staff members, with no readily available replacement hires, and a 5% pay rate increase for all staff levels in order to remain competitive with area EMS agencies. Empire Ambulance, for example, is advertising for Paramedics at \$23 per hour (with a \$1,500 signing bonus) plus a variety of benefits (health insurance, paid sick/personal & vacation time, 401k with 4% match, holiday & birthday pay, etc.) versus our current rate of \$20.50 per hour with no benefits.

Our Operating Certificate and Controlled Substances License are up for renewal on November 30, 2021.

We will have a 2nd ambulance on standby on Friday, 9/24 and Saturday, 9/25 on a BLS basis due to the Americade and Adirondack Balloon Festival events occurring this weekend.

Councilmember Tim Coon (Read by Councilmember Wilson)

Wastewater:

- Total flow for the month 5,299,093 gallons for a daily average of 183,000 gallons
- Casella hauled 88,000 gallons of sludge
- We attended lab classes via zoom and in person
- On 9/13 the upper bed pump stopped working. The pump company came out and determined the pump was burned out. We are waiting for the company to let us know an arrival date for a new pump and if it is covered under warranty.
- We maintained the grounds around the plant and pump stations
- We assisted the highway on alder brook road with the sewer jet. We cleaned 2 driveway culverts for them.
- On 9/21 we installed a new chemical called LT20. This will help with the rising sludge issues in the primary tank and clarifier building. It is really helping with the issues we are having.
- On 9/29 we had an underground locating company called blood hounds come out and locate our force main. They located the line from Rogers Park to Goodman Avenue. They gave us a map of the line and depths of the line. We have paper copies and computer copies.

- We have been assisting the water dept. with working weekends and also assisted them with adding sand to their filters.
- We have cleaned the main pump station several times due to grease and rags coming from the system.

Water:

- The total flow to the distribution system for the month of September was 12,913,802 gallons with an average of 445,303 gallons per day.
- The monthly total coli-form tests were taken according to the sampling schedule.
- Responded to several U.F.P.O. requests.
- Conducted general maintenance and grounds work around the plant and P.R.V. stations.
- Sold several Neptune radial meters to replace non-working meters.
- 9/2/21 Koester came to inspect the two blower units and perform necessary maintenance on them.
- 9/3/21 decreased time between flush and backwashes to combat high turbidity coming in from the pond.
- 9/7/21 PCH-180 tank empty. Not noticed because sight glass was clogged and showing approximately 1000 gallons of product. Ordered 50 gallon drums from Holland Chemical to be delivered following day.
- 9/9/21 TiSales representative on site to help determine ongoing issue with meter from Patrone Residence. Wrong meter head installed on body giving inflated readings.
- 9/13/21 DCK Services LLC Starts at plant and discusses course of action to take moving forward.
- 9/15/21 Cleaning of filter media in filter #1.
- 9/19/21 Pond treated with copper sulfate.
- 9/20/21 First delivery of new media for filters.
- 9/21/21 Kathy Suozzo and Reuben Ellsworth on site to discuss dewatering and emptying of the backwash beds.
- 9/21/21 Rest of filter media delivery arrives.
- 9/22/21 New filter media added to filter 1 with help from town of Bolton buildings and ground.
- 9/22/21 turbidity numbers from pond have been decreasing, we begin to push flush and backwash times further to decrease demand on drying beds.
- 9/28/21 Cleaned filter media in filter #2.
- 9/29/21 Holland Representative on site to conduct jar testing to determine if chemical SOAL could help with previous issues at plant.

- 9/30/21 New filter media added to filter #2 with help from town of Bolton buildings and grounds.

Assessor:

- Work on the 2022 Assessment Roll has begun. Exemption renewal process has been started.
- Processing sales, address changes, tax map changes, bank codes.
- Christine was informed by a Hearing Officer that there was an additional Small Claims Hearing being held via phone. However, the petition was not served properly to the Assessor's office; the Town Clerk; Bolton School or the Warren County Treasurer's office. Christine was able to have the petition dismissed due to improper service.

Councilmember Wilson read a letter from Pat Huck regarding positive comments they have had at the Chamber about Rogers Park. *“At the Chamber of Commerce/ Visitors Center we get visitors stopping in every day. We are usually the first to hear if there's a problem, especially with the rest rooms. This year the reviews have been so positive regarding cleanliness and being well stocked. The grounds are also kept picked up and garbage cans emptied. The flower gardens are also praised an uncountable number of times daily. I've seen how hard the whole crew works in order for Bolton to keep a park in such beautiful condition”.*

Councilmember Susan Wilson

Town Clerk:

- Total State, County and Local revenue collected: \$13,947.45.
- Total Local Shares Remitted: \$12,476.94.

Planning / Zoning:

- The Planning Office for the month of September collected fees in the amount of \$855.00 for various items including Certificates of Compliance, Variances, Site Plan Reviews, Stormwater Permits and After the Fact Fees.

Councilmember Wanda Cleavland (Read by Councilmember Wilson)

Police:

- 32 patrol shifts, 185 reportable activities & 164 property checks.

Library:

N/A

Supervisor's Report:

- Deposits: \$ 242,001.95
- Disbursements: \$ 498,395.63
- 2021 Highway work looks very good should be finishing up next few weeks.
- New highway building roof bids received, resolution to award to S&L Roofing and Sheetmetal Inc. Low bid has been canvased and looks good. Resolution to award and sign agreements for work included under new business.
- Pinnacle ribbon cutting took place this morning. The Pinnacle Preserve has been 12 years in the making. Our partnership with the LG Land Conservancy has been terrific. The addition of the Bradley Mountain property including the Lookout Trail is proving as popular as the Pinnacle. Much thanks to our DPW and Parks Department for the new parking lot with its new trailhead. All involved in making this project happen should be very proud of their efforts.
- Rogers Park improvements have been very well received. We still have some work to do on storm water and work on the contract punch list but suffice to say we are nearing completion of this contract and just as important we are on budget.
- Fence replacement at Rogers Park is moving forward but we are running into difficulties getting the fence and installer. Once again, I would like to thank Frank Parillo for his generous donation of a new fence along the north side of Rogers. We are also going to try and coordinate removal of the old fence with resurfacing and striping of the basketball court.
- We will set dates shortly to hold budget workshops and prepare the proposed 2022 Town Budget including Sewer and Water. We are on schedule, and I see no problem at this stage with meeting the statutory timeline.
- The new Building and Grounds Project is still making progress, but candidly the time these projects take to complete given all the regulations and challenges never ceases to amaze me.
- A truck unloading cars had an oil spill at Veterans Parking Lot on September 30, 2021. It was immediately cleaned, and the spill was reported by the owner to NYS DEC.

New Business:

- Resolution to authorize the Supervisor to sign an agreement to renew the Humana Group Medicare Advantage Plan active January 1, 2022.

RESOLUTION #219

Councilmember MacEwan moved, seconded by Councilmember Cleavland to authorize the Supervisor to sign an agreement to renew the Humana Group Medicare Advantage Plan active January 1, 2022. **All in Favor. Motion Carried.**

- Resolution authorizing the Supervisor to enter into a contract with S&L Roofing and Sheetmetal Inc. and execute and approve any related documents, subject to approval of the Town Attorney, for roof replacement at the Bolton highway garage for \$328,900.

Supervisor Conover explained that the first bid accepted was withdrawn by the bidder as they realized they had not bid on the entire scope of work.

RESOLUTION #220

Councilmember Wilson moved, seconded by Councilmember Cleavland to authorize the Supervisor to enter into a contract with S&L Roofing and Sheetmetal Inc. and execute and approve any related documents, subject to approval of the Town Attorney, for roof replacement at the Bolton highway garage for \$328,900. **All in Favor. Motion Carried.**

- Resolution to authorize the Highway Superintendent to enter into a contract with CPC for swale construction in an amount not to exceed \$17,000.

RESOLUTION #221

Councilmember MacEwan moved, seconded by Councilmember Wilson to authorize the Highway Superintendent to enter into a contract with CPC for swale construction in an amount not to exceed \$17,000. **All in Favor. Motion Carried.**

- Resolution to authorize the Police Department to declare the following items as surplus:
 1. GE portable radio w/ charger
 2. Nokia cellphone w/ case
 3. Kenwood portable radios w/ leather case charger.
 4. (2) Motorola portable radios w/ chargers.
 5. Cariole tape recorder.
 6. (2) .38 Colt revolvers, (1) with bullet lodged in barrel.
 7. Smith and Wesson .38 revolver.

RESOLUTION #222

Councilmember Wilson moved, seconded by Councilmember Cleavland to authorize the Police Department to declare the following items as surplus:

1. GE portable radio w/ charger
2. Nokia cellphone w/ case
3. Kenwood portable radios w/ leather case charger.
4. (2) Motorola portable radios w/ chargers.
5. Cariole tape recorder.

- 6. (2) .38 Colt revolvers, (1) with bullet lodged in barrel.
- 7. Smith and Wesson .38 revolver. **All in Favor. Motion Carried.**

Public in Attendance:

Zandy Gabriels spoke on the following:

- Modern equipment for the Police Department
- In past month he has heard comments about odors from the Wastewater Treatment Plant. He stated that years ago this was a very frequent problem. The past 5 or 6 years have been much better. *Supervisor Conover stated he was correct, it used to be much worse. They have made many upgrades which have helped, but the fact is, this is a sewage treatment plant.* Mr. Gabriels agreed and stated that tremendous strides have been made in the past number of years and this is a sewer plant. People have noticed the positive change. If people inquire when they notice this smell, the department could check to see if they had done anything differently that day.
- Water report shows usage is high compared to its historical patterns.
- Rescue Squad should be fully funded in the Budget.

RESOLUTION #223

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

ADDITIONAL TRANSFERS FOR SEPTEMBER 2021

To	From	Amount
<u>SEWER:</u>		
8120.4 Sanitary Sewers CE	8110.4 Administration CE	\$2,988.00

TRANSFERS FOR OCTOBER 2021

To	From	Amount
<u>HIGHWAY:</u>		
5110.4 General Repairs CE	5110.1 General Repairs PS	\$31,328.00

WATER:

8310.4 Administration CE	8310.1 Administration PS	\$217.00
8320.4 Source Power Pump CE	8340.4 Trans/Distribution CE	\$11,438.00
8330.4 Purification CE	8330.2 Purification EQ	\$557.00

SEWER:

8120.4 Sanitary Sewers CE	8110.4 Administration CE	\$5,000.00
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RESOLUTION #224

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

Pay the Bills:

	Vouchers	Amount
Abstract 9A		
General	1312-1351	3,508.86
Sewer	299-308	3,122.97
Water	238-240	1,384.00
St Lights	39-41	53.14

Abstract 10

General	1222-1311 1352-1370	62,627.34
Highway	331-359	369,309.25
Sewer	280-298 309-310	23,503.41
Water	221-237 241-245	20,749.87
Tourism	30-31	14,057.43
Sewer Improve	17-18	635.00
St Lights	42	47.24
B&G Building Proj.	8	2,600.00

Adjourn:

RESOLUTION #225

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

Adjourn: 6:48

Minutes respectfully submitted by:

Jodi Petteys
Town Clerk

Katie Persons
Minute Taker