

Special Meeting  
January 1, 2010  
9:00 a.m.

Present: Supervisor Thompson  
Town Clerk Mevec  
Councilman Miranda  
Councilman Mancini  
Councilman Blaisdell  
Councilwoman Saul

Also present: Town Attorney Craig  
Highway Supt. Forbes

Meeting called to order by Supervisor Thompson.

Pledge to the Flag by Councilman Blaisdell.

Resolution #1 introduced by Miranda seconded by Saul to approve the following contributions and to approve the Supervisor to sign such contracts:

Ballston Spa Senior Citizens	\$15,000.00
Ballston Area Recreation Commission	17,000.00
Ballston Spa Library	41,000.00
Ballston Spa Area Community Center, Inc	17,000.00
Ballston Spa Swimming Pool	16,000.00
Village of Ballston Spa	
Falling Leaves Festival	1,500.00
Family Fun Day	4,000.00
Winterfest (for fireworks)	1,000.00
Easter Egg Hunt	250.00
Friends of the Kayaderosseros	750.00
Brookside Museum	2,500.00
American Legion	500.00
VFW	500.00
Wood Waste Reduction Services	2,500.00 per 8 hrs
Gary Robinson	85.00/hr.

Miranda-yes; Blaisdell-yes; Saul-yes; Mancini – yes; Thompson-yes. Resolution adopted.

Councilman Mancini disclosed his wife Courtney Mancini is on the Ballston Spa Library Board and it is not a paid position.

Motion by Miranda and seconded by Blaisdell to appoint the following people to the planning Board: John Frolish, term ending 12/31/2016; Keith Leal as Chairman, term ending 12/31/2010; Armand Scatena as Alternate, term ending 12/31/2010.

Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Motion by Miranda and seconded by Saul to appoint the following people to the Zoning Board; Kim Weaver, term ending 12/31/2014; Mary Lou Festa as Chairwoman, term ending 12/31/2010; James Cook as Alternate, term ending 12/31/2010.

Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Motion by Miranda and seconded by Mancini to appoint Mark Retersdorf to the Ethics Board for a term ending December 31, 2014.

Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

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Motion by Blaisdell seconded by Mancini indicating that the procurement policy has been reviewed and re-adopted by the Town Board.

Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Motion by Blaisdell and seconded by Saul approving the following:

Ballston Journal & Daily Gazette	Official Town Newspaper
Wayne Howe	Multiple Building Inspector
Gerald Morris	Assistant Multiple Building Inspector

Motion by Blaisdell and seconded by Miranda adopting the 2010 Town of Milton Salary/Hourly Schedule per 2010 Town of Milton Budget effective January 1, 2010 as follows:

2010 Town of Milton Salary Schedule		
Title	Name	Salary/Hourly
Supervisor	Frank Thompson	\$ 43,225.00
Deputy Supervisor		1,900.00
Comptroller	Martin Glastetter	24,050.00
Councilman	Allison Saul	11,536.00
Councilman	Frank Blaisdell	11,536.00
Councilman	Joseph J. Miranda, Jr.	11,536.00
Councilman	John Mancini	11,536.00
Town Attorney	James Craig	46,688.00
Judge	Timothy R. Thomas	17,187.00
Judge	Carlos Calderon	17,187.00
Court Clerk	Betty Dumas	21.00
Court Clerk-Part-time	Beverley Pashley	15.23
Bailiff-Part time	Frederick D. Dreher	13.10
Principal Acct. Clerk	Stephanie Bell	22.37
Conf. Secretary To the Supervisor	Anne Whittmore	19.61
Sole Assessor	Mary Ann Becker	48,512.00
Assessment Clerk	Brenda Howe	18.48
Assessor’s PT Clerk	Julienne Audette	18.49
Town Clerk	William J. Mevec	30,148.00
Records Management Officer	William J. Mevec	3,032.00
Deputy Town Clerk	Mary Ann Mevec	21.85
Deputy Town Clerk	Laura Orminski	11.60
Animal Control Officer	Richard Pine	19.61
Health Officer	Dr. William S. Kelley	6,571.00
Historian	Royann Blodgett	5,539.00
Rec. Man. Clerk-PT	Evelyn Paddock	19.65
Plan. Board Member	James Staulters	1,963.00 yr
Plan. Board Member	Ben Zlotnick, Jr.	1,963.00 yr
Plan. Board Member	Ronald Lacey	1,963.00 yr
Plan. Board Member	John Whittel	1,963.00 yr
Plan. Board Chairman	Keith Leal	2,704.00 yr
Plan. Board Member	Larry Woolbright	1,963.00 yr
Plan. Board Member	John Frolish	1,963.00 yr
Plan. Board Member Alt.	Armand Scatena	1,963.00 yr
Planning Board Secretary	Susan Talmadge	32.78
Zoning Bd. Chairman	Mary Lou Festa	1,963.00 yr
Zoning Bd. Member	Brian Companion	1,670.00
Zoning Bd. Member	Kenneth Buhrmaster	1,670.00
Zoning Bd. Member	Kimberly Weaver	1,670.00
Zoning Bd. Member	Frederick Harris	1,670.00

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<b>Zoning Bd. Member Alt.</b>	<b>James Cook</b>	<b>1,670.00</b>
Zoning Board Secretary	Susan Talmadge	32.78
Receiver of Taxes	Carl E. Englehart	20,361.00
Dep. Receiver of Taxes	Sharon Sommer	16.05
Bld. & Zon. Inspector & Fire Inspector	Wayne Howe	76,980.00
Dep. Bld.& Zoning & Fire Inspector	Gerald Morris	26.07
Bld. Inspector Clerk	Susan Talmadge	21.85
Dep/ Bld & Zoning & Fire Inspector-PT	Richard Requa	15.65
Secretary to the Highway Superintendent	Rebecca Dreher	17.98
Highway Supt.	David Forbes	60,385.00
Dep. High. Supt.	Jeff Manning	24.80
MEO	William Wade	18.48
MEO	James Gaba	21.88
HEO	Douglas Akins	22.60
MEO	Joseph Thompson	19.15
MEO	Raymond Barnes	21.88
MEO	Douglas Beckwith	21.88
MEO	Timothy Moore	18.76
HEO	William Helman	22.59
MEO	Spencer Hart	22.85
MEO	Russell Nowhitney	22.05
Mechanic	Thomas Millington	21.29
HEO	Dean Uebrick	24.08
MEO/Working Supervisor	Jeff Manning	24.80
Mechanic	Matthew Armer	21.50
HEO	Robert Kussius	22.04
Highway Laborer PT	Wilson Rock	13.30
Building & Grounds Maintenance Worker	Eric Thompson	19.91
Laborer-Bldgs and Grounds- PT	Anthony Abeel	12.50
Laborer-Bldgs and Grounds-PT	Sean Mulvaney	10.35
Laborer-Bldgs and Grounds-PT	Christian Colangelo	12.35
Cleaner, PT	Robert Kilinski	11.00
Dog Control PT	Christian Colangelo	12.35
Registrar	Stephanie Bell	742.00/yr
Disaster Preparedness	David Forbes	455.00/yr
Disaster Preparedness	Jeff Manning	455.00/yr
Disaster Preparedness	Matthew Armer	455.00/yr
Disaster Preparedness	Fred Harris	455.00/yr
Stormwater Management Coordinator	Garry Robinson	3,000.00/yr
Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.		

Motion by Mancini and seconded by Miranda to establish regular Town Board Meetings on the 1st Wednesday of each month at 7:00 p.m. at the Town offices, 503 Geyser Road, Ballston Spa, New York.  
Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Motion by Saul and seconded by Miranda authorizing the Supervisor to invest Town funds in day to day accounts, certificates of deposit and to use the Ballston Spa National Bank, Adirondack Trust Co. and First Niagara Bank as the Town depositories of funds and to accept quotes for CD's.  
Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

## Special Meeting

Motion by Miranda and seconded by Blaisdell to accept appointments to the Town Committees by Supervisor Thompson as follows:

Budget Committee  
Frank Thompson, Budget Officer  
Martin Glastetter

### Children's Fishing Tournament

Raymond Elliott\*  
Hollis Blodgett  
Frank Thompson  
Eric Thompson  
David Forbes

### Ethics Review Committee

John Mancini\*  
Mark Retersdorf  
Eric Smassanow  
Agnes Pompa  
Rose Nelson

### Disaster Preparedness

Matt Armer  
Fred Harris

### Highway

Town Board

### Historic Structures and Places

Royann Blodgett\*  
Gerry Morris  
Michael Companion  
Scott Pardini  
Allison Saul  
Brenda Howe  
Karen Staulters  
Ellie Papke  
Kevin Grupe, Sr.  
Ryan Issachsen

### Insurance

Allison Saul\*

### Water & Sewer

Board Members

### Liaison to Planning Board

Frank S. Blaisdell

### Liaison to Zoning Board

Allison Saul

### Necessary School Board Meetings

John Mancini

### Office of the Aging

Frank Thompson  
Richard Gorman

### Open Space

Allison Saul  
Frank Blaisdell  
Mary Ann Morgan  
Linda Butchino  
Mark VentraPeter Hanson  
Eric Smassanow  
Sanford Becker\*  
Keven Grupe, Sr.

### Parks, Buildings & Grounds

Joseph Miranda  
John Mancini

### Personnel

Joseph Miranda\*  
Anne Whittmore, Sec.  
Herb Peters  
John Mancini\*  
Robert Durant

### Senior Citizens

Frank Thompson  
Frank Blaisdell

### Storm Water Management

Jeff Manning\*  
Gary Robinson  
David Forbes

### Park & Recreation Committee

Rebecca Dreher  
Frank Thompson  
Allison Saul  
Bob Kilinski  
Anne Whittmore  
Stephanie Bell  
Laura Orminski  
Dianne Marin  
Trish Vieira

### Rock City Falls Parks

Peter Zacheus  
Valerie Miller  
James Staulters\*  
Darlene Delregno  
William E. Reid  
Michael Whelen

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Town Center Committee

Allison Saul  
Joseph Miranda  
David Forbes  
Wayne Howe

Town Gravel  
Frank Thompson  
David Forbes

Veterans  
Jim McHale  
Frank Thompson  
Martin Glastetter\*  
Michael Whelen

Web Site

Joe Miranda\*  
Anne Whittmore  
Tom McKay

Youth Bureau

Laura Orminski\*

\*Chair or Co-Chair

Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Motion by Miranda and seconded by Blaisdell authorizing mileage reimbursement in the amount of .38 cents per mile for town officials while on Town Business, also food and lodging; and to purchase recyclable paper products.

Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Motion by Saul and seconded by Blaisdell authorizing the appointment of Martin Pozefsky to act as Attorney for the Planning Board and Zoning Board of Appeals and authorize Supervisor to sign a contract in the amount of \$9,000.00 for such services.  
Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Motion by Saul and seconded by Miranda to re-appointment of James Craig as Town Attorney at a salary of \$46,688.00 per year.

Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Motion by Mancini and seconded by Blaisdell to authorize the Town to participate in the Village Winterfest and to further authorize the Highway Department to provide assistance to the Village for this program.

Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Resolution #2 introduced by Miranda seconded by Saul to authorize the Highway Superintendent to spend \$2,080,951.00 in Highway funds for general repairs and improvements.

Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Motion by Saul and seconded by Miranda to approve the payment of annual dues of the \$1,100.00 to the Association of Towns.

Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Motion by Miranda and seconded by Saul to appoint Jeff Manning as Deputy Highway Superintendent/Forman as recommended by Highway Supt. Forbes.

Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

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Motion by Saul and seconded by Blaisdell approving Town of Milton Highway Department to work with Village of Ballston Spa, Town of Galway, Town of Ballston and Town of Malta and Town of Greenfield, Town of Providence and any other municipalities on a Joint Municipal Understanding. (shared services).  
Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Motion by Blaisdell and seconded by Saul authorizing an annual allotment of \$175.00 for clothing to be worn while conducting official business for the Building Inspector, Deputy Building Inspectors, and Animal Control Officer, with prior Board approval.  
Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Motion by Miranda and seconded by Saul authorizing an annual allotment of \$150.00 for safety steel-toed shoes.  
Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Motion by Miranda and seconded by Blaisdell authorizing an annual allotment of \$200.00 for safety glasses every two years.  
Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Motion by Miranda and seconded by Blaisdell to approve the Town of Milton Zoning Fee Schedule and Permit Fees as follows and as presented:

**TOWN OF MILTON ZONING FEE SCHEDULE**

The Town Board of the Town of Milton adopted on 01/02/07 the following schedule of fees for the administration and processing of applications for building, re-zoning, special permit, variances, site plans and subdivision plat approval, and related SEQR compliance.

**MINOR SUBDIVISION (4 or less lots)**

Sketch Plat Application	\$200.00 review
Final Approval	\$100.00 +\$50.00 per lot/dwelling
<b>* Park &amp; Recreation Fee</b>	<b>\$500.00 per lot/dwelling</b>

**MAJOR SUBDIVISION (5 or more lots)**

Sketch Plat Application	\$500.00
Preliminary & Final Approval	\$250.00+\$100.00 per lot/dwelling
Preliminary & Final Approval	\$100.00 per lot/dwelling escrow account**
<b>* Park &amp; Recreation Fee</b>	<b>\$1000.00 per lot/dwelling</b>

\*\* The Planning Board may refer an application to its private consultants for review. Such consultants may include an engineer, planning consultant or other specialist necessary for the Board to make an informed decision. *Expenses incurred by the Town for this purpose shall be fair and reasonable and shall be reimbursed to the town by the applicant in the amount of the actual expense incurred. An escrow account of \$100.00 per lot/dwelling unit shall be established for this purpose at the time of*

*preliminary plat application. Should escrow be depleted prior to final approval, additional monies must be deposited before review will continue.*

**\* Payment in lieu of recreational land dedication for Subdivision & Site Plan**

Major subdivision	\$1000.00 per lot/dwelling unit
Site Plan approved dwelling unit	\$1000.00 per dwelling unit
Minor subdivision	\$500.00 per lot/dwelling unit

In compliance with the Town’s Land Subdivision Regulations, land may be dedicated for park purposes if it is determined by the Planning Board, with the concurrence of the Town Board, that such dedication is desirable.

**PERFORMANCE BONDS AND MAINTENANCE BONDS**

These requirements shall be fully met in strict accordance with the procedure established by the town’s Subdivision Regulations, the town’s Street Specifications and applicable provisions of the town law. A letter of credit will be considered as an alternative to a maintenance Bond at the discretion of the Town Board.

**INSPECTION OF IMPROVEMENTS      5% (five percent) of estimate\*\*\*\***  
*\*\*\*\*The field inspection of improvements required for approval shall be warranted through an escrow account established prior to the signing of the final subdivision map by the Chairman of the Planning Board. The amount of such account and the cap established for engineering review of such installation shall be set at (5%) five percent of the estimated cost of the installation of such improvements.*

**SEQR-RELATED FEES**

Further, in addition to the above stated fees, the applicant shall reimburse the town for expenses in the review of proposed actions in accordance with the provisions of Title \*ECL and Part 617 NYCRR

SPECIAL USE PERMIT APPLICATION	\$250.00
SITE PLAN REVIEW APPLICATION	\$100.00 + .05 per sq. ft of gross floor area proposed

- 1. *In addition to the application fee costs incurred* by the Planning Board for review by its engineering consultant, planning consultant or other necessary specialists *shall be reimbursable to the town.*

**PETITION FOR RE-ZONING      \$1,000.00**

PDD    Part One	\$1,000.00** Town Board
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PDD Part Two  
FEES

SEE SITE PLAN, SEQR

PDD Amendment

\$1,000.00

\*\*Application for a PDD/PUD is applied for through the Town Board. The Town Board then will make a referral to the Town Planning Board for site plan review. Site plan review fees are required. The Planning Board will then refer applicant back to the Town Board with their recommendations for approval.

USE VARIANCE APPLICATION

\$100.00\*\*

If a consultant is considered necessary by the Zoning Board of Appeals for an informed decision, reimbursement to the town for such services shall occur at cost.

AREA VARIANCE APPLICATION

\$100.00 plus \$50.00 per additional  
variance requested within the same  
application

The Town Board, Planning Board or Zoning Board of Appeals, as applicable, *shall hold no public hearing nor take any action to endorse or approve any application until all applicable fees and reimbursable costs have been paid to the town* with receipt therefore proved to the respective Board.

PERMIT FEES	
BUILDING PERMIT <i>RESIDENTIAL</i>	.10 per sq. ft./min. \$50.00
BUILDING PERMIT <i>COMMERCIAL</i>	.15 per sq. ft.
BUILDING PERMIT <i>SHED/DECK</i>	\$50.00
<i>SWIMMING POOL</i>	\$50.00
<i>WATER WELL INSTALLATION</i>	\$50.00
<i>SIGN PERMIT</i>	\$50.00
<i>WASTE WATER SYSTEM</i>	\$50.00
<i>SEWER INSTALLATION</i>	\$50.00
<i>POLE BUILDING</i>	.05 per sq. ft./min. \$50.00
<i>DETACHED GARAGE</i>	.05 per sq. ft./min. \$50.00
<i>RENEWAL FEE</i>	\$50.00
<i>DEMOLITION FEE</i>	\$50.00



**FORESTRY, TIMBER HARVESTING    \$100.00 + \$3.00 acre harvested**

**MISC. PERMIT NOT LISTED                      \$50.00**

Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Motion by Mancini and seconded by Blaisdell to approve the Town of Milton’s credit card use policy as follows:

    All credit card purchases require a signed purchase order. All company credit cards have an established credit limit.

    Credit cards will remain in a locked drawer in the office of the Town Comptroller until authorization is obtained from the Supervisor.

    Receipts for credit card purchases must be submitted to the Comptroller’s office to be attached to statement for payment.

    Any employee making unauthorized credit card purchases will be required to make restitution to the Town within 10 days.

    Current credit cards and authorized signers:

<u>Lowes:</u>	<u>VISA</u>	
Frank Thompson	Frank Thompson	<u>Staples</u>
Stephanie Bell	Stephanie Bell	Mary Ann Mevec
David Forbes		Anne Whittmore
Jeff Manning	<u>AC Moore</u>	Stephanie Bell
	Royann Blodgett	David Forbes
	Stephanie Bell	

Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Resolution #3 introduced by Miranda seconded by Mancini to designate Frank Thompson as Delegate and Frank Blaisdell as Alternate Delegate for the Association of Towns conference in New York City February 14-17, 2010.

Miranda-yes; Blaisdell-no; Saul-yes; Mancini – yes; Thompson-yes. Resolution adopted.

Motion by Saul seconded by Miranda there being no further business to adjourn.

Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Meeting adjourned at 9:30 AM.

Respectfully submitted,

William J. Mevec  
Town Clerk