

Special Meeting  
January 2, 2009  
12:00 PM

Present: Supervisor Thompson  
Town Clerk Mevec  
Councilperson Miranda  
Councilperson Blodgett  
Councilperson Blaisdell  
Councilperson Saul  
Town Attorney Craig  
Highway Supt. Forbes  
Town Engineer Robinson

Meeting called to order by Supervisor Thompson.

Pledge to the Flag by Councilman Blaisdell.

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

Ballston Spa Senior Citizens	\$15,000.00
Ballston 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)	1,500.00
Easter Egg Hunt	250.00
Friends of the Kayaderosseras	1,000.00
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; Blodgett-yes; Blaisdell-yes; Saul-yes; Thompson-yes. Resolution adopted.

Motion by Blodgett seconded by Saul to approve a contract with the Village of Ballston Spa for fire protection to Town of Milton Fire Protection District #1 in the amount of \$160,000.00 over five years, and authorizing the Supervisor to sign such contract.  
Miranda – yes; Blodgett – yes; Saul – yes; Blaisdell – yes; Thompson – yes. Motion carried.

Motion by Saul seconded by Blaisdell to appoint the following people to the planning Board: Keith Leal, term ending 12/31/2015; Keith Leal as Chairman, term ending 12/31/2009.  
Miranda – yes; Blodgett – yes; Saul – yes; Blaisdell – yes; Thompson – yes. Motion carried.

Motion by Saul seconded by Blaisdell to appoint the following people to the Zoning Board; Fred Harris, term ending 12/31/2013; Mary Lou Festa as Chairwoman, term ending 12/31/2009; James Cook as Alternate, term ending 12/31/2009.  
Miranda – yes; Blodgett – yes; Saul – yes; Blaisdell – yes; Thompson – yes. Motion carried.

Motion by Blodgett seconded by Saul to accept the resignation of Thomas Mithen from the Ethics Board.  
Miranda – yes; Blodgett – yes; Saul – yes; Blaisdell – yes; Thompson – yes. Motion carried.

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Motion by Blodgett seconded by Miranda to appoint Mark Retersdorf to the Ethics Board for the unexpired term of Thomas Mithen ending December 31, 2009.

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

Motion by Saul seconded by Blaisdell to appoint Paul Laskey to the Ethics Board for a term ending December 31, 2013.

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

Motion by Blaisdell seconded by Blodgett to approve the following:

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

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

Motion by Blodgett seconded by Saul adopting the 2009 Town of Milton Salary/Hourly Schedule per 2009 Town of Milton Budget effective January 1, 2009.

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

Motion by Blaisdell seconded by Saul to establish regular Town Board Meetings on the fourth Wednesday of each month at 7:00 p.m. at the Town offices, 503 Geyser Road, Ballston Spa, New York.

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

Motion by Miranda seconded by Saul 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; Blodgett – yes; Saul – yes; Blaisdell – yes; Thompson – yes. Motion carried.

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

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

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

Budget Committee

Frank Thompson, Budget Officer

Hollis Blodgett

Martin Glastetter

Children's Fishing Tournament

Wilbur Trieble\*

Raymond Elliott\*

Hollis Blodgett

Frank Thompson

Eric Thompson

David Forbes

Russell Nowhitney

Disaster Preparedness

Wayne Howe\*

Jeff Manning\*

John Frolish

Matt Armer

Highway

Town Board

Historic Structures and Places

Royann Blodgett

Gerry Morris

Michael Companion

Kristina Neddo

Scott Pedina

Allison Saul

Frank Blaisdell

Brenda Howe

Karen Staulters

Ellie Papke

Insurance

Hollis Blodgett

Allison Saul\*

Water & Sewer

Board Members

Liaison to Planning Board

Frank S. Blaisdell

Liaison to Zoning Board

Allison Saul

Necessary School Board Meetings

Herb Peters

Office of the Aging

Frank Thompson

Richard Gorman

Open Space

Allison Saul

Frank Blaisdell

Mary Ann Morgan

Linda Butchino

Mark Ventra

Peter Hanson

Eric Smassanow

Sanford Becker\*

Kevin Grupe

Parks, Buildings & Grounds

Hollis Blodgett

Joseph Miranda

Personnel

Hollis Blodgett

Joseph Miranda\*

Anne Whittmore

Herb Peters

John Mancini

Mary Lou Festa (for Zoning Board Vacancies)

Wayne Howe (for Planning Board Vacancies)

Senior Citizens

Frank Thompson  
Frank Blaisdell

Senior Housing  
Board Members

Storm Water Management  
Jeff Manning\*  
Hollis Blodgett  
Wayne Howe  
David Forbes

Park & Recreation Committee  
Rebecca Dreher                      Erin Reynolds  
Frank Thompson                      Dianne Marin  
Allison Saul  
Bob Kilinski  
Anne Whittmore

PILOT Committee  
Frank Thompson  
Hollis Blodgett

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

Town Center Committee  
Hollis Blodgett  
Allison Saul

Town Gravel  
Frank Thompson  
David Forbes

Veterans  
Jim McHale  
Frank Thompson  
Martin Glastetter\*  
Michael Whelen

Web Site  
Joe Miranda\*  
Hollis Blodgett  
Anne Whittmore  
Herb Peters

Youth Bureau

Royann Blodgett

\*Chair or Co-ChairSpecial Meeting

Motion by Blodgett seconded by Miranda 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; Blodgett – yes; Saul – yes; Blaisdell – yes; Thompson – yes. Motion carried.

Motion by Miranda 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; Blodgett – yes; Saul – yes; Blaisdell – yes; Thompson – yes. Motion carried.

Motion by Blodgett seconded by Saul to re-appointment of James Craig as Town Attorney at a salary of \$46,688.00 per year. Miranda – yes; Blodgett – yes; Saul – yes; Blaisdell – yes; Thompson – yes. Motion carried.

Motion by Miranda seconded by Blaisdell to appoint Hollis Blodgett as Deputy Supervisor at an annual salary of \$1,900.00. Miranda – yes; Blodgett – abstained; Saul – yes; Blaisdell – yes; Thompson – yes. Motion carried.

Motion by Miranda seconded by Blodgett to accept the resignation of Rebecca Dreher from her position of Deputy Town Clerk effective December 31, 2008. Miranda – yes; Blodgett – yes; Saul – yes; Blaisdell – yes; Thompson – yes. Motion carried.

Motion by Saul seconded by Blaisdell to approve the appointment of Laura Orminski to the position of part-time Deputy Town Clerk, at the recommendation of the Town Clerk, at an hourly rate pursuant to the adopted salary schedule effective January 1, 2009. Miranda – yes; Blodgett – yes; Saul – yes; Blaisdell – yes; Thompson – yes. Motion carried.

Motion by Blodgett seconded by Saul to appoint, at the request of the Highway Superintendent, Rebecca Dreher to the position of Secretary to the Highway Superintendent, provisionally, pending successful passing of the civil service exam to be given at a later date. Miranda – yes; Blodgett – yes; Saul – yes; Blaisdell – yes; Thompson – yes. Motion carried.

Motion by Blaisdell seconded by Blodgett to appoint, at the recommendation of Mary Ann Becker and the Personnel Committee, Brenda Howe to the position of Assessment Clerk at an hourly rate pursuant to the adopted salary schedule. Miranda – yes; Blodgett – yes; Saul – yes; Blaisdell – yes; Thompson – yes. Motion carried.

Motion by Blodgett seconded by Blaisdell to appoint Anthony Abeel to the position of part-time Park Attendant at an hourly rate pursuant to the adopted salary schedule. Miranda – yes; Blodgett – yes; Saul – yes; Blaisdell – yes; Thompson – yes. Motion carried.

Motion by Miranda seconded by Blodgett 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; Blodgett – yes; Saul – yes; Blaisdell – yes; Thompson – yes. Motion carried.

Resolution #2 introduced by Blodgett seconded by Blaisdell to authorize the Highway Superintendent to spend \$1,906,058.00 in Highway funds for general repairs and improvements. Miranda – yes; Blodgett – yes; Saul – yes; Blaisdell – yes; Thompson – yes. Motion carried.

Motion by Saul seconded by Blaisdell to approve the payment of annual dues of the \$1,100.00 to the Association of Towns. Miranda – yes; Blodgett – yes; Saul – yes; Blaisdell – yes; Thompson – yes. Motion carried.

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

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

Motion by Blaisdell seconded by Saul 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; Blodgett – yes; Saul – yes; Blaisdell – yes; Thompson – yes. Motion carried.

Motion by Miranda and Blodgett to authorize the Building Inspector and Animal Control to use their assigned vehicles for travel to and from work.

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

Motion by Blaisdell seconded by Saul authorizing an annual allotment of \$350.00 for clothing to be worn while conducting official business for the Building Inspector, Deputy Building Inspectors, Animal Control Officer, Enforcement Officer/Bailiff, with prior Board approval.

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

Motion by Blaisdell seconded by Miranda authorizing an annual allotment of \$150.00 for safety steel-toed shoes.

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

Motion by Blodgett seconded by Blaisdell authorizing an annual allotment of \$200.00 for safety glasses every two years.

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

Motion by Saul seconded by Blaisdell to approve the application of Brian Collis, d/b/a Mr. Ding-a-Ling, for a Hawking and Peddling License.

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

Motion by Blodgett seconded by Saul to approve the Town of Milton Zoning Fee Schedule and Permit Fees as follows:

**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)**

<b>Sketch Plat Application</b>	<b>\$200.00 review</b>
<b>Final Approval</b>	<b>\$100.00 +\$50.00 per lot/dwelling</b>
<b>* Park &amp; Recreation Fee</b>	<b>\$500.00 per lot/dwelling</b>
<b><u>MAJOR SUBDIVISION (5 or more lots)</u></b>	
<b>Sketch Plat Application</b>	<b>\$500.00</b>
<b>Preliminary &amp; Final Approval</b>	<b>\$250.00+\$100.00 per lot/dwelling</b>
<b>Preliminary &amp; Final Approval</b>	<b>\$100.00 per lot/dwelling escrow account**</b>
<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*

\* Payment in lieu of recreational

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.

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.

**\*\*\*\*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.**

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

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.*

<b>PDD Amendment</b>	<b>\$1,000.00</b>
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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.

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.

**WATER WELL INSTALLATION** **\$50.00**

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***SIGN PERMIT* \$50.00**

***WASTE WATER SYSTEM* \$50.00**

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***SEWER INSTALLATION* \$50.00**

***POLE BUILDING* .05 per sq. ft./min. \$50.00**

***DETACHED GARAGE* .05 per sq. ft./min. \$50.00**

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***RENEWAL FEE* \$50.00**

***DEMOLITION FEE* \$50.00**

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

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

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

Motion by Miranda seconded by Blodgett 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 25 days.

Current credit cards and authorized signers:

- Lowes:
- Frank Thompson
- Stephanie Bell
- David Forbes
- Jeff Manning

- VISA
- Frank Thompson
- Wayne Howe



Stephanie Bell  
AC Moore  
Royann Blodgett  
Stephanie Bell

Staples  
Mary Ann Mevec  
Anne Whittmore  
Stephanie Bell  
David Forbes

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Resolution #3 introduced by Blaisdell seconded by Saul designating Frank Thompson as Delegate and Hollis Blodgett as Alternate Delegate for the Association of Towns conference in New York City February 15-20, 2009.

Miranda-yes; Blodgett-abstained; Blaisdell-yes; Saul-yes; Thompson-abstained.  
Resolution adopted.

Motion by Blaisdell seconded by Saul to authorize Rebecca Dreher and Susan Talmadge to attend a Microsoft Excel workshop in Albany January 14 & 15, 2009 at a cost of \$128.00 each plus mileage.

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

Motion by Blodgett seconded by Blaisdell to adopt Rules for Public Participation at Town Board Meetings as follows:

The Milton Town Board meets in public, as required by law, so that town residents may observe their local government at work.

The Town Board has the right to promulgate rules of procedure for the orderly conduct of its meetings and for the proper management of the business and affairs of the Town. The Town Board may invite and permit residents of the Town to participate therein as long as such participation is orderly and constructive and does not interfere with the business and purpose of the meeting.

In order to provide adequate opportunity for individuals to address the Town Board verbally, meeting agendas may include a Public Discussion period. In order to maintain order, create a productive process, and to preserve the legal distinction inherent with the governing process, public discussion periods shall be subject to the following rules and limitations which shall be amended by the Board from time to time:

Public Discussion periods:

- 1.) There is no legal requirement to open a meeting to public discussion. Should the Board decide to do so, the Town Supervisor or a member of the Town Board may make a motion to open a meeting to public discussion, which must be seconded. Nothing in these rules shall be construed as to prevent the Board from having additional public discussion periods during a Town Board meeting, subject to a motion to do so; nor from allowing the Board to close a public discussion, upon motion to do so.
- 2.) The public discussion period will generally occur at the end of the Town Board meeting. Comments during the public discussion period shall broadly address Town of Milton Government activities and issues. This section shall not be construed to limit or prevent a speaker from petitioning the Town Board to pass a resolution expressing an opinion or sentiment about a non-local issue, or an

issue not within the direct purview of the Town Board. However, the Board reserves the right to limit the topic and substance of the discussion.

3.) If a member of the public violates these rules, the Town Supervisor or other presiding officer shall call that member to order and shall explain the rules. If a member of the public fails to follow the directions of the presiding officer, that person shall be prevented from speaking further. In extreme cases, the Town Board may adjourn, and may refer the matter to a police agency.

4.) The decision of the Town Supervisor or presiding officer with regards to these rules shall be final.

Public Speakers:

1.) A member of the public who wishes to speak during public discussion shall raise his/her hand and wait to be recognized by the presiding officer of the Board.

Upon recognition or being called, the member of the public shall proceed to the public microphone and shall state his/her name and address before proceeding further.

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2.) Each person shall be allowed five (5) minutes to speak in accordance with these rules. All comments, statements and questions shall be addressed to the Town Board. There shall be no interaction with other members of the audience. At the end of the allotted time, the presiding officer shall notify the speaker, by use of the gavel or by other means, that their time has expired, and the speaker shall return to his/her seat without further comment. Such time limit shall only be extended in rare circumstances, by majority vote of the Board.

3.) No person shall be allowed to speak a second time until all members of the public have had an opportunity to speak at least once. No person or entity shall be allowed to speak more than twice during a public discussion period, with the second opportunity given only at the discretion of the Board. Each person, corporation, company, organization, association, or any other entity, will only be allowed one speaker per meeting.

4.) There shall be a maximum of thirty (30) minutes per meeting for public discussion. The Board reserves the right to extend such time upon motion. The residents will be allowed to speak in the order in which they raise their hand or signed up. If the number of speakers exceed the 30 minute public comment period, those who did not get a chance to speak will be given the opportunity to do so at the next meeting.

5.) Anyone engaging in continually disruptive behavior will not be allowed to address the Board or may have their time cut short. This includes but is not limited to the use of any derogatory comments, as well as any disrespectful, rude, repetitive or insulting behavior, accusations or statements.

6.) Any comments regarding the Town's personnel or contractual issues will not be allowed.

The public comment period is for the Town Board to listen to citizens and not to answer impromptu questions.

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

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

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

Meeting adjourned at 12:25 PM.

Respectfully submitted,

William J. Mevec  
Town Clerk