

Town of Milton
Special Meeting
January 3, 2011
7:00 p.m.
DRAFT Agenda

Meeting called to order by Supervisor Thompson.

Pledge to the Flag by Councilman Blaisdell

1. Presentation by Hound Dog Graphics of the Town's website.
2. Motion to approve the Minutes of the Regular Meeting of December 1, 2010.
3. Motion to approve the Minutes of the Special Meeting of December 20, 2010.
4. Resolution approving the following contributions and approving 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)	1,500.00
Easter Egg Hunt	250.00
Friends of the Kayaderosseros	1,000.00
Brookside Museum	3,000.00
American Legion	500.00
VFW	500.00
Wood Waste Reduction Services	2,500.00 per 8 hrs
P.C. Pritchard Electrical Co.	85.00/hr
Saratoga County Office for the Aging-Nutrition	1,969.00
Saratoga County Office for the Aging-Transportation	1,969.00

5. Resolution approving the following and approving the Supervisor to sign such contract:

Garry Robinson	\$85/hr
----------------	---------

6. Motion to appoint the following people to the planning Board: James Staulters for a seven-year term ending 12/31/2017; Keith Leal as Chairman for a one-year term ending 12/31/2011; and Armand Scatena as Alternate for a one-year term ending 12/31/2011.
7. Motion to appoint the following people to the Zoning Board of Appeals; Kenneth Buhrmaster for a five-year term ending 12/31/2015; Mary Lou Festa as Chairwoman for a one-year term ending 12/31/2011; and James Cook as Alternate for a one-year term ending 12/31/2011.
8. Motion to appoint the following to the Board of Ethics: David Toney to a three-year term ending December 31, 2013; James Reagan to a three-year term ending December 31, 2013; Kevin Borowsky to a three-year term ending December 31, 2013; Kevin Grupe, Sr. to a two-year term ending December 31, 2012; and Suzanne Canell to a two-year term ending December 31, 2012.
9. Motion to approve The Ballston Journal as an official Town newspaper.
10. Motion to approve The Daily Gazette as an official Town newspaper.
11. Motion to approve the following appointments:

Wayne Howe

Multiple Building Inspector

12. Motion adopting the 2011 Town of Milton Salary/Hourly Schedule per the 2011 Town of Milton Budget effective January 1, 2011.
13. Motion 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 beginning February 2011.
14. Motion 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.
15. Motion indicating that procurement policy has been reviewed and re-adopted by the Town Board.
16. Motion to accept the following appointments to Town Committees, as suggested by the Supervisor.

Budget Committee

Frank Thompson, Budget Officer
 Martin Glastetter
 Herb Peters

Children's Fishing Tournament

Raymond Elliott*
 Hollis Blodgett
 Frank Thompson
 David Forbes

Disaster Preparedness

Fred Harris
 Richard Matrazzo
 Jack Peroha

Highway

Town Board

Historic Structures and Places

Royann Blodgett*
 Allison Saul
 Brenda Howe
 Karen Staulters
 Ellie Papke
 Kevin Grupe, Sr.
 Ryan Issachsen

Committee Resources

Gerry Morris-Construction
 Michael Companion
 - History Education
 Scott Pedini-Archeology

Insurance

Allison Saul*

Water & Sewer

Board Members

Liaison to Planning Board

Frank S. Blaisdell

Liaison to Zoning Board

Allison Saul

Liaison to the School Board

John Mancini

Office of the Aging

Frank Thompson
 Richard Gorman

Open Space

Allison Saul
 Frank Blaisdell
 Mary Ann Morgan
 Linda Butchino
 Eric Smassanow
 Sanford Becker*
 Kevin Grupe, Sr.

Liaison to Parks, Buildings & Grounds

Herb Peters
 Frank Blaisdell

Personnel

Rose Nelson
 Herb Peters
 John Mancini*
 Mike Durant
 Hollis Blodgett
 Anne Whittmore, Sec.

Senior Citizens

Herb Peters
 Frank Blaisdell

Park & Recreation Committee

Frank Thompson
 Allison Saul
 Anne Whittmore
 Stephanie Bell
 Laura Orminski
 Trish Vieira
 Erin Reynolds
 Kathy Antinore

Town Center Committee

Allison Saul
Wayne Howe

Town Gravel
Frank Thompson
David Forbes

Veterans
Jim McHale
Frank Thompson
Martin Glastetter*

Web Site
Joe Miranda*
John Mancini
Anne Whittmore
Tom McKay

Youth Bureau
Laura Orminski*

*Chair or Co-Chair

17. Motion authorizing reimbursement for the cost of food, lodging, and for mileage in the amount of .38 cents per mile for town officials while on town business.
18. Motion authorizing the appointment of Martin Pozefsky to act as Attorney for the Planning Board and Zoning Board of Appeals, and to authorize Supervisor to sign a contract in the amount of \$9,000.00 for such services.
19. Motion to appoint James Craig to the position of Town Attorney at a salary of \$46,688.00 per year.
20. Motion 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.
21. Resolution to authorize the Highway Superintendent to spend \$1,693,159.00 in Highway funds for general repairs and improvements.
22. Motion to approve the payment of the annual dues of the \$1,100.00 to the Association of Towns.
23. Motion to appoint Jeff Manning to the position of Deputy Highway Superintendent/Foreman, as recommended by Highway Supt. Forbes.
24. Motion to approve the 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).
25. Motion 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)

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

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**
* Park & Recreation Fee	\$1000.00 per lot/dwelling

** 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*

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
<i>MISC. PERMIT NOT LISTED</i>	\$50.00

26. Motion 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:

Lowes

Frank Thompson
Stephanie Bell
David Forbes
Jeff Manning

AC Moore

Royann Blodgett
Stephanie Bell

VISA

Frank Thompson
Stephanie Bell
Wayne Howe

Staples

Mary Ann Mevec
Anne Whittmore
Stephanie Bell
David Forbes

27. Resolution Designating Frank Thompson as Delegate and Frank Blaisdell as Alternate Delegate for the Association of Towns conference in New York City February 20-23, 2011.
28. Resolution authorizing budget transfers as requested by the Comptroller.
29. Motion to authorize Gerry Morris, Rick Requa and Wayne Howe to attend the 2011 Northern Adirondack Code Enforcement Officials Educational Conference in Lake Placid, NY on March 7 to March 10, 2011 at a cost not to exceed \$1,100 per person.
30. Motion to authorize the purchase of playground equipment for a cost of \$31,920.00 (state contract)
Monies for this will be allocated from the park account funded by developers
31. Resolution Accepting the Report of the Town Engineer Regarding the Physical and Financial Condition of Heritage Springs Sewer Works, Inc. and Approving the Rates Charged

Other Business

Public Comment

Adjournment of Meeting