

Special Meeting
January 3, 2011
7:00 p.m.

Present: Supervisor Thompson
Councilman Miranda
Councilman Mancini
Councilman Blaisdell
Councilwoman Saul

Also Present: Town Clerk Mevec
Town Attorney Craig
Town Engineer Robinson
Comptroller Glastetter
Highway Superintendent Forbes

Meeting called to order by Supervisor Thompson.

Pledge to the Flag by Councilman Blaisdell.

Presentation by Hound Dog Graphics of the Town’s website by Juergen A. Klingenberg.

Councilman Mancini disclosed his wife is a volunteer for the Ballston Spa Library, Ballston Spa Area Community Center and sometimes does photography and marketing work for the Ballston Journal and his brother is a consultant for Garry Robinson P. E., Town Engineer.

Resolution #1 introduced by Miranda seconded by Saul to approve 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 Kayaderoseros	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

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

Resolution#2 introduced by Blaisdell seconded by Saul to approve the following contract and to approve the Supervisor to sign such contract:

Garry Robinson \$85/hr

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

Special Meeting
January 3, 2011

Motion by Saul seconded by Blaisdell 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.

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

Motion by Saul seconded by Blaisdell 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.

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

Motion by Saul seconded by Blaisdell 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.

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

Motion by Miranda seconded by Saul to approve The Ballston Journal as an official Town newspaper. Miranda-yes; Blaisdell-yes; Saul-yes; Mancini – abstained; Thompson-yes. Resolution adopted.

Motion by Saul seconded by Blaisdell to approve The Daily Gazette as an official Town newspaper. Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Motion by Miranda seconded by Saul to approve the following appointments:

Wayne Howe

Multiple Building Inspector

Gerald Morris

Assistant Multiple Building Inspector

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

Motion by Saul seconded by Miranda adopting the 2011 Town of Milton Salary/Hourly Schedule per the 2011 Town of Milton Budget effective January 1, 2011 as follows:

2011 Town of Milton Salary Schedule

Title	Name	Salary/Hourly
Supervisor	Frank Thompson	\$ 43,225.00 yr
Deputy Supervisor	Herb Peters	1,900.00 yr
Comptroller	Martin Glastetter	24,050.00 yr
Councilman	Allison Saul	11,536.00 yr
Councilman	Frank Blaisdell	11,536.00 yr
Councilman	Joseph J. Miranda, Jr.	11,536.00 yr
Councilman	John Mancini	11,536.00 yr
Town Attorney	James Craig	46,688.00 yr
Judge	Thomas Schroeder	17,187.00 yr
Judge	Carlos Calderon	17,187.00 yr
Court Clerk-Part-time	Betty Dumas	15.23
Court Clerk-Part-time	Beverley Pashley	15.48
Bailiff-Part time	Frederick D. Dreher	13.10
Principal Acct. Clerk	Stephanie Bell	23.04
Conf. Secretary to the Supervisor	Anne Whittmore	20.20
Sole Assessor	Mary Ann Becker	49,967.00 yr
Assessment Clerk	Brenda Howe	19.32
Assessor's PT Clerk	Julienne Audette	18.49
Town Clerk	William J. Mevec	30,148.00 yr
Records Management Officer	William J. Mevec	3,032.00 yr
Deputy Town Clerk	Mary Ann Mevec	23.29

Special Meeting
January 3, 2011

Deputy Town Clerk	Laura Orminski	11.75
Animal Control Officer	Richard Pine	20.20
Health Officer	Dr. William S. Kelley	6,571.00 yr
Historian	Royann Blodgett	5,539.00 yr
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	33.92
Zoning Bd. Chairman	Mary Lou Festa	1,963.00 yr
Zoning Bd. Member	Brian Companion	1,670.00 yr
Zoning Bd. Member	Kenneth Buhrmaster	1,670.00 yr
Zoning Bd. Member	Kimberly Weaver	1,670.00 yr
Zoning Bd. Member	Frederick Harris	1,670.00 yr
Zoning Bd. Member Alt.	James Cook	1,670.00 yr
Zoning Board Secretary	Susan Talmadge	33.92
Receiver of Taxes	Carl E. Englehart	20,361.00 yr
Dep. Receiver of Taxes	Sharon Sommer	16.05
Bldg. & Zoning Inspector & Fire Inspector	Wayne Howe	79,290.00 yr
Dep. Bldg. & Zoning & Fire Inspector	Gerald Morris	27.52
Bld. Inspector Clerk	Susan Talmadge	22.51
Dep/ Bld & Zoning & Fire Inspector-PT	Richard Requa	15.65
Secretary to the Highway Superintendent	Rebecca Dreher	18.89
Highway Supt.	David Forbes	62,197.00 yr
Dep. High. Supt.	Jeff Manning	25.54
MEO	William Wade	19.32
MEO	James Gaba	22.54
HEO	Douglas Akins	23.28
MEO	Joseph Thompson	20.11
MEO	Raymond Barnes	22.54
MEO	Douglas Beckwith	22.54
MEO	Timothy Moore	19.61
HEO	William Helman	23.97
MEO	Spencer Hart	23.54
MEO	Russell Nowhitney	22.71
Mechanic	Thomas Millington	22.37
HEO	Dean Uebrick	24.80
MEO/Working Supervisor	Jeff Manning	25.54
Mechanic	Matthew Armer	22.15
HEO	Robert Kussius	23.27
Highway Laborer PT	Wilson Rock	13.45
PT Enforcement Officer		13.10
Building & Grounds Maintenance Worker		17.49
Laborer-Bldgs and Grounds- PT and Grounds-PT	Sean Mulvaney	Laborer-Bldgs 12.35
PT Laborer	William Collins	11.50
Cleaner	Christian Colangelo	16.91
Dog Control PT		
Registrar	Stephanie Bell	742.00 yr
Community Coord.		11,666.00 yr
Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.		

Special Meeting
January 3, 2011

Motion by Blaisdell seconded by Saul 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 seconded by Blaisdell to cancel the Regular Meeting of January 5, 2011.

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

Motion by Miranda seconded by Mancini to authorize 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.

Motion by Mancini seconded by Miranda indicating that 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 Saul seconded by Mancini to accept the resignation of Matt Armer from the Disaster Preparedness Committee.

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

Motion by Blaisdell seconded by Saul 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
Joseph Spofford
Ray Otten

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.

Liason to Parks, Buildings &
Grounds

Herb Peters
Frank Blaisdell

Special Meeting
January 3, 2011

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
John Hostetter

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

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

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

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

Motion by Saul seconded to appoint James Craig to the position of 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 Miranda 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 #3 introduced by Miranda seconded by Saul to authorize the Highway Superintendent to spend \$1,693,159.00 in Highway funds for general repairs and improvements. Miranda-yes; Blaisdell-yes; Saul-yes; Mancini – yes; Thompson-yes. Resolution adopted.

Special Meeting
January 3, 2011

Motion by Saul seconded by Blaisdell to approve the payment of the 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 Saul seconded by Blaisdell to appoint Jeff Manning to the position of Deputy Highway Superintendent/Foreman, as recommended by Highway Supt. Forbes.
Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Motion by Blaisdell seconded by Saul to appoint Herb Peters to the position of Deputy Supervisor at a salary per the 2011 Salary Schedule.
Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

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

Motion by Mancini seconded by Miranda to authorize providing uniforms for Building Inspector, Deputy Building Inspectors and Animal Control Officer.
Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Motion by Saul seconded by Blaisdell 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 seconded by Mancini 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 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)

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

Special Meeting
January 3, 2011

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 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.*

Special Meeting

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

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**

PDD Part Two SEE SITE PLAN, SEQR FEES

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.

Special Meeting
January 3, 2011

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

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

Motion by Saul 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.

Special Meeting
January 3, 2011

Current credit cards and authorized signers:

Lowes

Frank Thompson
Stephanie Bell
David Forbes
Jeff Manning

VISA

Frank Thompson
Stephanie Bell
Wayne Howe

AC Moore

Royann Blodgett
Stephanie Bell

Staples

Mary Ann Mevec
Anne Whittmore
Stephanie Bell
David Forbes

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

Resolution#4 introduced by Saul seconded by Miranda 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 with expenses paid by Town. Miranda-yes; Blaisdell-abstained; Saul-yes; Mancini – yes; Thompson-abstained. Resolution adopted.

Resolution #5 introduced by Miranda seconded by Blaisdell authorizing budget transfers as requested by the Comptroller as follows:

From	To	Amount
A-9060.8	DB-9060.8	\$31,000.00
A-1110.4	A-1110.104	600.00
A-1330.2	A-1330.4	275.00
A-3510.4	A-3510.4	250.00
	Total	\$32,125.00

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

Motion by Saul seconded by Miranda 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.

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

Motion by Mancini seconded by Saul 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.

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

Special Meeting
January 3, 2011

Presentation by Garry Robinson, Town Engineer.

Ken Claflin, CPA from Cusack Co. and Joseph Walsh, Attorney for Heritage Springs Sewer Works were present. Joseph Walsh presented a letter to each Board member which was read by Councilman Blaisdell.

Resolution #6 introduced by Blaisdell seconded by Saul Accepting the Report of the Town Engineer Regarding the Physical and Financial Condition of Heritage Springs Sewer Works, Inc. and Approving the Rates Charged.

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

Motion by Saul seconded by Miranda authorizing a speed reduction for Stone Church Road from Geyser Road to Route 29, at the request of the Highway Superintendent.
Miranda – yes; Saul – yes; Blaisdell – yes; Mancini – yes; Thompson – yes. Motion carried.

Reports

Town Clerk report read and filed.

Building Department – *Nov & Dec 2010 read & filed.*

Zoning Board of Appeals none no meeting.

Planning Board none no meeting.

Historian Report by Royann Blodgett read & filed.

Comptroller Report filed.

Animal Control read and filed.

Justice Calderon - None

Justice Thomas - None

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

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

Respectfully submitted,

William J. Mevec
Town Clerk