

Town of Milton
Special Meeting
January 2, 2009
12:00 p.m.
DRAFT Agenda

Meeting called to order by Supervisor Thompson.

Pledge to the Flag by Councilman Blaisdell

Resolution 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 Kayaderoseros	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

Motion 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.

Motion 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.

Motion 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.

Motion to accept the resignation of Thomas Mithen from the Ethics Board.

Motion to appoint Mark Reterdorf to the Ethics Board for the unexpired term of Thomas Mithen ending December 31, 2009.

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

Motion approving the following:

Ballston Journal & Daily Gazette
Wayne Howe
Gerald Morris

Official Town Newspaper
Multiple Building Inspector
Assistant Multiple Building Inspector

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

Motion 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.

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.

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

Motion to accept appointments to the Town Committees by Supervisor Thompson.

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 Pedini
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*

Keven 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

Frank Thompson

Allison Saul

Bob Kilinski

Anne Whittmore

Erin Reynolds

Dianne Marin

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*

Web Site

Joe Miranda*

Hollis Blodgett

Anne Whittmore

Herb Peters

Youth Bureau

Royann Blodgett

*Chair or Co-Chair

Motion 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.

Motion 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.

Motion to the re-appointment of James Craig as Town at a salary of \$46,688.00 per year.

Motion to appoint Hollis Blodgett as Deputy Supervisor at an annual salary of \$1,900.00.

Motion to accept the resignation of Rebecca Dreher from her position of Deputy Town Clerk effective December 31, 2008.

Motion 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.

Motion 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.

Motion 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.

Motion to appoint Anthony Abeel to the position of part-time Park Attendant at an hourly rate pursuant to the adopted salary schedule.

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.

Resolution to authorize the Highway Superintendent to spend \$1,906,058.00 in Highway funds for general repairs and improvements.

Motion to approve the payment of annual dues of the \$1,100.00 to the Association of Towns.

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

Motion 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).

Motion authorizing a Memorandum of Understanding at the request of the Highway Superintendent.

Motion to authorize the Building Inspector to use his assigned vehicle for travel to and from work.

Motion 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.

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

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

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

Motion to approve the Town of Milton Zoning Fee Schedule and Permit Fees.

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 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
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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.

PERMIT FEES

BUILDING PERMIT *RESIDENTIAL* **.10 per sq. ft./min. \$50.00**

BUILDING PERMIT *COMMERCIAL* **.15 per sq. ft.**

BUILDING PERMIT *SHED/DECK* **\$50.00**

SWIMMING POOL **\$50.00**

WATER WELL INSTALLATION **\$50.00**

SIGN PERMIT **\$50.00**

WASTE WATER SYSTEM **\$50.00**

SEWER INSTALLATION **\$50.00**

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

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

RENEWAL FEE **\$50.00**

DEMOLITION FEE **\$50.00**

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

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

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 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

Resolution 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.

Motion 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.

Motion to adopt Rules for Public Participation at Town Board Meetings.

Other Business

Adjournment of Meeting