

Town of Milton
Special Meeting
January 1, 2010
9:00 a.m.
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 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 Kayaderoseros	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

Motion offered 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.

Motion offered 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.

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

Motion offered by Blaisdell and seconded by Miranda approving the following:

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

Motion offered 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.

Motion offered by Mancini and seconded by Blaisdell 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.

Motion offered 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.

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

Motion offered by Miranda and seconded by Blaisdell to accept appointments to the Town Committees by Supervisor Thompson.

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 Pedini
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 Ventra
Peter 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

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

Motion offered 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.

Motion offered 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.

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

Motion offered 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.

Resolution to authorize the Highway Superintendent to spend \$2,080,951.00 in Highway funds for general repairs and improvements.

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

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

Motion offered by Saul and seconded by Miranda 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 offered 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.

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

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

Motion offered by Saul and seconded by Miranda 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

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 <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

Motion offered by Mancini and seconded by Saul 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	

Resolution Designating Frank Thompson as Delegate and Frank Blaisdell as Alternate Delegate for the Association of Towns conference in New York City February 14-17, 2010.

Other Business

Adjournment of Meeting