

TOWN OF WILTON
22 TRAVER ROAD
WILTON, NEW YORK
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Susan Baldwin, Town Clerk
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REGULAR TOWN BOARD MEETING-January 2, 2014

Supervisor Johnson called the Regular Town Board meeting to order at 7:00 p.m.

Pledge of Allegiance

Supervisor Johnson led the board and the audience in reciting the Pledge of Allegiance to the Flag.

Roll Call

Roll Call by the Town Clerk showed all board members were present.

Arthur Johnson-Supervisor
John Lant-Councilman
Joanne Klepetar-Councilwoman
Steve Streicher-Councilman
John McEachron-Councilman

Also present were: Town Comptroller Jeffrey Reale and Director of Planning and Engineering, Ryan Riper.

Supervisor Johnson said he has received some feedback on the voting process. For routine motions like minutes and adjournments a voice vote will be taken and for other resolutions of more significance, a roll call vote will be taken.

Public Comment Session

Supervisor Johnson asked if anyone had signed up for the public comment session.

Jared Dinsmore of 22 Woodlake Drive said he would like to thank Steve Streicher and Art Johnson and whoever else was involved with the ice rink. The kids had a blast and it's nice to have something like that at Gavin Park.

Mr. Dinsmore said he is also the president of Wilton Youth Baseball. He said he was at the November meeting and mentioned he had gone to Steve Porto prior to the budget at a year-end wrap up meeting and talked about some improvements and Steve suggested going to the town board. He said he was wondering if there is a status or an update. Councilman Streicher said the Park and Recreation

Commission would like to meet with Mr. Dinsmore to discuss it. Supervisor Johnson said the idea has been embraced by Mr. Porto. The town board is most likely willing to fund it even though it wasn't budgeted for. It is now a matter of communication between Gavin Park, Wilton Park and Recreation Commission and Wilton Youth Baseball. Mr. Reale said Wilton Youth Baseball wanted to tap into the water line. Mr. Dinsmore said they did get back to him on that. The irrigation system can't tap into the line but they are going to use a point. Councilman Streicher said he would contact Gavin Park.

Dan Tagliento said he would like to thank the board for doing a great job over the last year and hopes for another successful year and would also like to welcome the two new board members.

McGregor Correctional Facility is an ideal place for a casino because it is isolated from Saratoga Springs and would not add to the successful activities that are going on in the City. The facilities are there and it would be an employment opportunity. The facility was originally built as a health facility by Metropolitan Life and it could serve our region well with jeopardizing the flat track.

Supervisor Johnson said he has been in contact with Empire State Development and they are in charge the redeveloping and reuse of the prison. There is a procedure that they need to follow before the closure of the prison. Redevelopment, reuse and community involvement in that decision is part of it as well. He said he is going to meet with Supervisor Jenkins of Moreau to come up with some ideas for reuse. The last thing anyone wants is for it to be left vacant especially with Grant's Cottage there. The cottage relies on the state for their water and utilities. It would be beneficial for both Wilton and Moreau to have private ownership of the facility so it would be on the tax rolls. There is economic development through job creation and tax revenue. There is still a long way to go. **Michael Worth** asked if anyone knew how the town voted on the casino. **Scott Kingsley** said he would have to check but he thought a majority of Wilton voted no. Supervisor Johnson said the vote was for a statewide approval. The location will be up to the governor. A referendum hasn't been considered since the board has not discussed it yet. There are many potential uses for the facility. A lot of the casino talk is speculation and rumor at this point. The public will be updated as conversations go on with the state.

Organizational Resolutions

Supervisor Johnson said there are 55 organizational resolutions. The resolutions can be voted on as a whole or if requested, they can be voted on separately.

Councilman McEachron said he received an email from Attorney Mark Schachner and said he requested an interview for the Town Attorney's position. Councilman McEachron asked if anyone else received the email. Supervisor Johnson said he received an email but it said if there was a vacancy in the position he would be interested in the position but not that he was requesting an interview. Councilman Lant said he received an email from Attorney Schachner requesting an interview. Councilman McEachron said an interview was requested in the email and would like to give him that opportunity. Councilman Streicher said he received an email from Attorney Schachner and it said if there was an opening he would like to be considered. Supervisor Johnson asked Councilman McEachron if he would like to table Resolution #47. Councilman McEachron said he would like to table it until next month so the board can interview Attorney Schachner. Councilman Streicher said Attorney DeVall should also be interviewed.

Councilwoman Klepetar asked if Saratoga Today could be added to Resolution #5. Supervisor Johnson asked if that is an official newspaper. Jeffrey Reale said Town Law states one newspaper shall be designated as the official paper for the town. In addition, the town can also advertise in other local papers. The official paper is the Saratogian. Supervisor Johnson said that can be an amendment to Resolution #5. Further discussion on Resolution #5 determined no amendment was necessary due to

Saratoga Today being a weekly publication. Legal advertising shall be published in a newspaper with daily circulation. Saratoga Today and other like papers may be used for other types of advertising.

Councilman Lant asked if Resolution #42 is for animal control or only dog control. Supervisor Johnson said it is dog control only. Councilman Lant suggested additional training for the dog control officer due to the number of calls for other types of animals. Supervisor Johnson said there have been calls for all different kinds of animals and a specialty animal handler is usually called but town could look into that.

RESOLUTION #1: **REGULAR MEETINGS-RESOLVED**, pursuant to Town Law §62 that all regular meetings of the Wilton Town Board shall be held at the Wilton Town Hall, 22 Traver Road on the first (1st) Thursday of each month beginning at 7:00 p.m., except that additional meetings will be scheduled as deemed necessary by the board.

RESOLUTION #2: **CONDUCT OF MEETINGS-RESOLVED**, pursuant to Town Law §63, that "Robert's Rules of Order" shall prevail as the source of clarification for any questions as to Parliamentary Procedure.

RESOLUTION #3: **PLEDGE OF ALLEGIANCE-RESOLVED**, pursuant to Resolution #67 adopted January 3, 1991 that all official town meetings shall be opened by reciting the Pledge of Allegiance to the Flag.

RESOLUTION #4: **COMMITTEES-RESOLVED**, pursuant to Town Law §63, that the Supervisor shall appoint committees of Town Board members and others to aid the full Board.

RESOLUTION #5: **OFFICIAL NEWSPAPERS-RESOLVED**, pursuant to Town Law §64 (11), to designate The Saratogian as the Official Newspaper of the Town of Wilton. Legal advertising may also be placed in the Daily Gazette and the Post Star newspapers.

RESOLUTION #6: **EMPLOYEE BENEFITS-RESOLVED**, to provide employee benefits to all General Fund and Highway Fund employees as outlined in the Town's Personnel Policies under separate cover, except health insurance benefits see resolution # 56.

RESOLUTION #7: **EMPLOYEE SALARIES-RESOLVED**, to pay Town employees according to the attached 2014 pay rate

schedule effective 1/1/14-12/31/14. Also to pay merit pay as per schedule attached in lump sum payment during the month of January.

RESOLUTION # 8: STANDARD WORKDAY AND REPORTING RESOLUTION

BE IT RESOLVED, that the Town of Wilton hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body:

Elected Officials					
Title	Name	Standard Work Day (Hrs/day)	Term Begins/Ends	Employer Record of Time worked (Y/N)	Days/Month (based on sample Record of Activities)
Supervisor	Arthur Johnson	6	01/01/2014-12/31/2015		N/A
Councilman	John McEachron, Sr.	6	01/01/2014-12/31/2017	No	
Councilwoman	Joanne Klepetar	6	01/01/2014-12/31/2017	No	
Councilman	John Lant	6	01/01/2012-12/31/2015	No	1.92
Councilman	Steve Streicher	6	01/01/2012-12/31/2015	No	6.04
Town Clerk	Susan Baldwin	7	01/01/2014-12/31/2015	No	20
Town Justice	Gerald Worth	6	01/01/2014-12/31/2017		N/A
Town Justice	David Towne	6	01/01/2012-12/31/2015		N/A
Hway. Super.	Kirklin Woodcock	8	01/01/2014-12/31/2015		N/A
Appointed Officials					
Comptroller	Jeffrey Reale	7	01/01/2014-12/31/2015	Yes	20
Engineer	Ryan Riper	7	01/01/2014-12/31/2014	Yes	20

Wilton Town Board Meeting
January 2, 2014

Town Justices (2) (\$50 each)	100
Planning Board Chairman	50
Zoning Board Chairman	25
Tax Collector	150
Recreation Director	200
Dog Control Officer	<u>50</u>
TOTAL PETTY CASH ALLOCATED	\$ 875

RESOLUTION #12:

CELLULAR PHONES-RESOLVED, that the following employees are authorized to use cellular telephones. Amendment to policy on May 5, 2011 would give employees two options:

1. Employee would use their own cell phone and get a flat reimbursement rate of \$30 per month for phone only or \$65 per month for phone/data.
2. To continue the same way it is now, where they chose not to take a flat reimbursement rate and continue to use the Town's cell phones.

Kirklin Woodcock, Highway Superintendent

Michael Monroe, Working Foreman

Frank Holden, Working Supervisor

Richard McCane, Working Supervisor 5/1/08

Ronald Stunzi, Dog Control Officer

Steve Porto, Recreation Director

John King, Super. Maint. Worker 4/3/08

Arthur J. Johnson, Supervisor

Steve Streicher, Councilman

Susan Baldwin, Town Clerk

Larry Gordon, Emergency Services Coordinator

Jeff Reale, Comptroller

Lori Olson, Highway Clerk (amended 6/7/07)
Kathy Austin, Town Assessor
David Towne, Judge
Gerald Worth, Judge
Ryan Riper, Town Engineer
Mark Mykins, Senior Building Inspector, Fire Marshall
John Herlihy, Assistant Building Inspector
Scott Harrington, Buildings and Grounds Maintenance Supervisor
Don Phillips, Buildings and Grounds Maintenance
Ross MacNeil, Recreation Assistant
Bill Lloyd, Recreation Maintenance
Tracey Kubis, Assistant Recreation Director
Front Desk, Recreation Department
(2) After School Care, Recreation Department
Maintenance, Recreation Department

RESOLUTION #13: **HIGHWAY DEPARTMENT (4-TON ROAD LIMIT)**
RESOLVED, to post all town roadways at a 4-ton road
limit until further notice.

RESOLUTION #14: **HIGHWAY SUPERINTENDENT SPENDING (TOWN
ROADWAYS)-RESOLVED**, pursuant to Hwy Lw §284, that
the Town Board and the Town Highway Superintendent
shall enter into an Agreement for the Expenditure of
Highway Funds for the repair and improvement of town
highways

AND, BE IT RESOLVED, that these funds shall be
expended at such places and in such manner as may be
agreed upon by the Town Board and the Town Highway
Superintendent

AND, BE IT FURTHER RESOLVED, that this Agreement is
to be executed and signed by a majority of the Town
Board members and the Highway Superintendent.

NOTE: Chapter 173 of the Laws of 1994 amended S284

of the Highway Law to delete the requirement that the County Highway Superintendent must approve all agreements for the expenditure of town highway funds.

RESOLUTION #15: **HIGHWAY SUPERINTENDENT SPENDING (MACHINERY TOOLS, MINOR EQUIPMENT & OTHER IMPLEMENTS)-RESOLVED**, pursuant to Hwy Lw §142(a), to authorize spending by the Highway Superintendent for machinery, tools, minor equipment and implements up to \$3,000 without prior approval from the Town Board provided that sufficient appropriations exist, and the purchase has been made in compliance with the town's procurement policies and procedures and a Purchase Order has been issued for purchases of more than \$1,500.

RESOLUTION #16: **DEPUTY HIGHWAY SUPERINTENDENT-RESOLVED**, pursuant to Town Law §32(2) to establish the position of Deputy Highway Superintendent.

RESOLUTION #17: **ELECTIONS (VOTER REGISTRATION DAY)-RESOLVED**, to consolidate election districts for Voter Registration Day at the Town Hall Annex, 20 Traver Road. **NOTE:** Pursuant to Saratoga County Board of Elections resolution adopted January 7, 1993, there shall be no meetings for local registration except in presidential and vice-presidential election years.

RESOLUTION #18: **ZONING BOARD OF APPEALS-RESOLVED**, pursuant to Town Law §267(1) to establish a Zoning Board of Appeals consisting of seven (7) members with terms of office effective from January 1 through December 31 (7-year terms).

RESOLUTION #19: **PLANNING BOARD-RESOLVED**, pursuant to Town Law §271(1) and 272 to establish a Planning Board consisting of seven (7) members with terms of office effective from January 1 through December 31 (7-year terms).

RESOLUTION #20: **BOARD OF ASSESSMENT REVIEW- RESOLVED**, pursuant to Real Property Tax Law §523 to establish a five-

member Board of Assessment Review with terms of office effective from October 1 to September 30 (5-year terms).

RESOLUTION #21: **CHAIRPERSONS FOR BOARDS –RESOLVED**, pursuant to Town Law §271 (1) the Town Board shall designate the chairpersons to the following Boards on a yearly basis and;

FURTHER BE IT RESOLVED, to appoint the following chairpersons to said boards for the terms listed below:

a.) **Planning Board** Michael Dobis
Current term 1/1/14- 12/31/14.

b.) **Zoning Board** Joseph O’Brien
Current term 1/ 1/14-12/31/14.

c.) **Ethics Advisory Board** Matthew Lindley
Current term 1/1/14-12/31/14 and;

FURTHER BE IT RESOLVED, to approve the extended terms of chairmanship of the Planning, Zoning and Ethics Advisory Boards when those terms would expire and their scheduled meeting would occur prior to the first available organizational Town Board meeting at such time resolutions will be passed for the current chairmanship terms.

RESOLUTION #22: **SARATOGA COUNTY YOUTH BUREAU-RESOLVED**, to appoint the town's Recreation Director to serve as the Town of Wilton's representative on the Youth Advisory Board.

RESOLUTION #23: **DIVISION FOR YOUTH SPENDING-RESOLVED**, pursuant to Resolution #89 adopted on September 6, 1990, to authorize the Recreation Director, on behalf of the Parks & Recreation Commission, to apply for funding through the Division for Youth.

RESOLUTION #24: **TAX BILLS/THIRD PARTY DESIGNATION-RESOLVED**, pursuant to a unanimous decision of the Wilton Town Board on November 6, 1986, and to comply with Chapter 758 of the Real Property Tax Laws of 1986, that the receiver of taxes shall include with each tax bill a notice that elderly and disabled taxpayers may designate an adult third party to receive

duplicate copies of tax bills and notices of unpaid taxes

AND, BE IT FURTHER RESOLVED, that all eligible taxpayers must file said application on or before the first day of November of each year.

RESOLUTION #25: **TAX COLLECTOR DEPOSITS-RESOLVED**, pursuant to Gen Mun Lw §11, to authorize the Town Clerk to temporarily deposit or invest monies not required for immediate expenditure in special time deposit accounts, or certificates of deposit, in any bank approved by the Town of Wilton as an Official Depository.

RESOLUTION #26: **OFFICIAL DEPOSITORIES-RESOLVED**, pursuant to Town Law §64(1), Bk Lw §96-6 and Gen Mun Lw §93, to designate the institutions listed below as Official Depositories of the Town of Wilton:

Adirondack Trust Company

Saratoga Nat'l Bank & Trust Company

Key Bank of New York

NBT Bank

Ballston Spa National

HSBC (added 5/7/07) (resolution # 133)

All Official Depositories must enter into a Custodial Agreement with the Town of Wilton if deposits exceed \$250,000. Max. investment amount for each institution not to exceed \$8,000,000.

RESOLUTION #27: **INVESTMENT POLICY-RESOLVED**, pursuant to a unanimous decision of the Town Board on June 3, 1993 and updated 1/1/11, to establish an Investment Policy to minimize risk to principal and interest, define eligible investments, provide sufficient liquidity to insure the availability of cash when needed and to insure a competitive rate of return. (See Attached)

RESOLUTION #28: **CAPITAL ASSETS PROGRAM-RESOLVED**, pursuant to a unanimous decision of the Town Board on May 7, 1987 and updated 1/1/08, to establish a Fixed Assets Program for the Town of Wilton with physical inventories to be conducted by all

department heads by December 31 of each year. (Capital Assests Policy Attached)

RESOLUTION #29: **PURCHASE ORDER SYSTEM/PROCUREMENT POLICIES & PROCEDURES-RESOLVED**, pursuant to a unanimous decision of the Town Board on November 12, 1987 to establish a Purchase Order System for use by all departments with the Account Clerk serving as Purchasing Coordinator.

AND, BE IT FURTHER RESOLVED, pursuant to Resolution #115 adopted on April 2, 1992, amended on December 4, 2003, and December 6, 2007, and July 1, 2010, to follow the procurement policies and procedures contained in that resolution for the procurement of goods and services not subject to bidding requirements under Gen Mun Lw §103 or any other law, such procurement policies having been reviewed and reaffirmed by the Town Board on 11/8/01. Pursuant to Resolution #194 adopted on July 6, 1995, the Comptroller is authorized to approve budget transfers after conferring with at least three (3) Town Board members with such action to be ratified by resolution at the next Town Board meeting. All town vouchers shall be certified or verified. (See Procurement Policy)

RESOLUTION #30: **RETURN CHECK CHARGE-RESOLVED**, pursuant to General Obligation law 5-328, to charge \$20.00 for checks returned as unpaid.

RESOLUTION #31: **TOWN COMPTROLLER-RESOLVED**, pursuant to Town Law Article8-§124 that the Comptroller assumes the duties of an Accounting Supervisor with approval to countersign checks and/or to use the Supervisor's signature stamp as deemed necessary.

RESOLUTION #32: **FUND TRANSFERS-RESOLVED**, pursuant to a unanimous decision of the Town Board on December 27, 1984, to approve fund transfers into appropriations at the same time expenditures not budgeted are approved. This shall be done at the Regular Town Board Meeting whenever bills are approved for payment.

RESOLUTION #33: **WIRE/TELEPHONE TRANSFERS-RESOLVED**, pursuant to a unanimous decision of the Town Board on August 13, 1987, that the Principal Account Clerk, in the

Comptroller's office, is authorized to make wire/telephone transfers at the Adirondack Trust Company and Saratoga National Bank from the Money Market Account to the various checking accounts. **WITHDRAWALS ARE NOT AUTHORIZED except for payroll transactions related to the payment of taxes and direct deposit.**

RESOLUTION #34: **CERTIFIED PUBLIC ACCOUNTANTS-RESOLVED,**
to retain Certified Public Accountants, Cusack and Company, to provide professional services (under separate contract).

RESOLUTION #35: **SECTION 125 PREMIUM ONLY PLAN-RESOLVED,**
pursuant to Resolution #165 adopted on August 5, 2004, which allows employees to have pre-tax monies withheld from their paycheck to cover the cost of the employee's premium portion of Health Insurance, Group-Term Life Insurance and Disability Plans. Effective July 1, 2004 renewed on a yearly basis.

RESOLUTION #36: **CONTRACTS-RESOLVED** that the Town Board authorizes the Supervisor to enter into the following contracts:

Contract	Description	Location of Contract	Terms
Adirondack Trust Bank	Banking Agreement	Town Clerk	On-going
ActiveNet	Parks Software	Bookkeeper	On-going
Schachner, Mark	Planning Board Atty	Town Clerk	1/1/2014 – 12/31/2014
Blue Shield	Medicare Advantage	Human Resources	1/1/2014 – 12/31/2014
Woshanko, Paul and Linda	Camp Saratoga Caretaker	Town Clerk	On-going
CDPHP	Health Insurance	Human Resources	12/1/2013 – 11/30/2014
Christopher Dailey Foundation	Ground Lease	Town Clerk	7/29/2005 – 7/29/2035
Christopher Dailey Foundation	Facility Lease	Town Clerk	8/8/2005 – 8/8/2025
Delta Dental	Dental Insurance	Human Resources	1/1/2014 – 12/31/2014
DeVall, Richard	Town Attorney	Town Clerk	1/1/2014 – 12/31/2014
EarthLink Business	Phone Lines	Human Resources	
Fundbalance	Accounting Software Maint. Agreement	Bookkeeper	1/1/2014 – 12/31/2014
Friends of Ulysses S.	Service Agreement	Town Clerk	1/1/2014 – 12/31/2014

Wilton Town Board Meeting
January 2, 2014

Grant			
Maple Ave. Fire District	Gasoline Agreement	Town Clerk	12/5/2011, On-going
Wilton Heritage Society	Service Agreement	Town Clerk	1/1/2014 – 12/31/2014
HSBC	Banking Agreement	Town Clerk	10/23/2007, On-going
HUD	Section 8 Program	Town Clerk	10/23/2007, On-going
H&V	Gravel Pit Access	Town Clerk	Expires 12/31/2017
City Saratoga Springs	Intermunicipal Agreement-snow plow	Town Clerk	5 yr. term, 2/22/12-2/22/17, On-going
Multiple Towns	Shared Services	Town Clerk	See file
MM Hayes	KRONOS Time clocks	Bookkeeper	1/1/2014 – 12/31/2014
Marshal, William	Court Security Officer	Town Clerk	3/13/2012, hourly-
MJ Engineering	Engineering Services	Town Clerk	1/10/13, On-going
National Grid	Outdoor Lighting	Town Clerk	6/27/2005, On-going
Northern Pines Hsg Dev	PILOT Program	Town Clerk	2007-08, 25 Years
PENFLEX	Service Award Program-WES		2/1/2000, On-going
Pitney Bowes	Mailing Lease	Bookkeeper	9/17/13 – 9/17/2018
Reale, Jeffrey	Comptroller	Town Clerk	1/1/2014 - 12/31/2015
Riper, Ryan	Engineer	Town Clerk	1/1/2014-12/31/2014 ongoing
Sar. Co. Animal Shelter	Impoundment of Dogs	Bookkeeper	1/1/2014 – 12/31/2014
Sar. Co. Animal Shelter	Dog Shelter	Town Clerk	1/1/2014 – 12/31/2014
Sar. Co. Office of the Aging	Nutrition Agreement Transportation Agrmnt.	Town Clerk	1/1/2014 – 12/31/2014 1/1/2014 – 12/31/2014
Sar. Co. Office of Emergency Services	Mutual Aid	Town Clerk	6/1/09--5 year renewal
Sar. Co. Rural Preservation	Administer HUD Section 8 Program	Town Clerk	6/3/2005, On-going
Saratoga National Bank	Bank Agreement/ACH	Town Clerk	On-going
Saratoga National Bank	Credit Card	Bookkeeper	2/8/2010, On-going
Saratoga Springs School District	Summer Camp Buses	Bookkeeper	1/1/2014 – 12/31/2014
Saratoga Springs School District	School Land Lease	Town Clerk	3/14/2006 – 3/14/2014
Saratoga Wilton Youth Soccer Club	Field Rental	Town Clerk	6/1/2009, Ongoing
Smith Conservation Subdivision Agreement	Naming Rights for open space	Town Clerk	7/2/2009, On-going
Spa Net, LLC	IT Services	Town Clerk	1/10/2011, Ongoing
TECH II	Phones	Bookkeeper	9/10/2013 – 9/10/2015
Thomas, Christopher	Health Officer	Town Clerk	1/1/2014 – 12/31/2014
Time Warner Cable	Franchise Fee	Town Clerk	12/2/2004 – 12/31/2014
Travel Soccer			5/10/2011, On-going
Value Payment Systems	Tax collection	Town Clerk	12/16/2010, On-going
Verizon Wireless	Wireless Service	Human Resources	On-going contract NYS OGS
Vincek, John	Land Lease	Town Clerk	1/1/2014 – 12/31/2014
Vincelette, Daniel	Assessment Attorney	Town Clerk	1/1/2014 – 12/31/2014

Wilton Town Board Meeting
January 2, 2014

Wilton Emergency Services	Ambulate Services	Town Clerk	1/1/2014 - 12/31/2014
Wilton Emergency Squad	Gasoline Agreement	Town Clerk	1/1/2014 – 12/31/2014
Wilton Fire District	Snow Removal Services	Town Clerk	9/1/2013 - 4/30/2014, ongoing
Wilton Fire District	Gasoline Agreement	Town Clerk	1/12/2004, On-going
WWSA	Building Lease	Town Clerk	6/28/2011, On-going
WWPP	Service Agreement	Town Clerk	1/1/14-12/31/14
Wilton Youth Baseball	Field Rental	Town Clerk	1/3/2011 – 12/31/2013

RESOLUTION #37: **RECORDS MANAGEMENT OFFICER-RESOLVED,**
pursuant to a unanimous decision of the Town Board on March 2, 1989 to dispose of town records according to Schedule MU-1 issued pursuant to Article 57-a of the Arts & Cultural Affairs Law and;

BE IT FURTHER RESOLED, to appoint Susan Baldwin to the position of Records Management Officer.

RESOLUTION #38: **REGISTRAR OF VITAL STATISTICS-**
RESOLVED, Pursuant to Pb Hlth Lw §4130, to establish the position of Registrar of Vital Statistics and;

BE IT FURTHER RESOLVED, to appoint Susan Baldwin to the position. Amount included in salary. (This appointment is the responsibility of the Supervisor).

RESOLUTION #39: **DEPUTY REGISTRAR OF VITAL STATISTICS-**
RESOLVED, pursuant to Pb Hlth Lw §4130, to establish the position of Deputy Registrar of Vital Statistics and;

BE IT FURTHER RESOLVED, to appoint Julie Hotaling to the position. (This appointment is the responsibility of the Registrar of Vital Statistics).

RESOLUTION #40: **SAFETY OFFICER, RESOLVED,** to appoint Nancy Riely to the position at \$1,553 per annum. Established 2/1/96 (Hazard Communication Program).

RESOLUTION #41: **FIRE MARSHALL, RESOLVED,** to appoint Mark Mykins

to the position of Fire Marshall, established in 1998.

RESOLUTION #42: **DOG CONTROL OFFICER-RESOLVED**, to establish the position of Dog Control Officer and;

BE IT FURTHER RESOLVED, to appoint Ronald Stunzi to the position at \$ 15,480 per annum.

RESOLUTION #43: **DEPUTY DOG CONTROL OFFICER-RESOLVED**, to Establish the position of Deputy Dog Control Officer and;

BE IT FURTHER RESOLVED, to appoint Joan Kelly to the position at \$ 12,180 per annum.

RESOLUTION #44: **TOWN HISTORIAN-RESOLVED**, to establish the position of Town Historian and;

BE IT FURTHER RESOLVED, to appoint Jeannine Woutersz to the position at \$ 3,060 per annum.

RESOLUTION #45: **INSECT CONTROL COORDINATOR- RESOLVED**, to establish the position of Insect Control Coordinator and;

BE IT FURTHER RESOLVED, to appoint Julie Hotaling to the position at \$ 1,250 per annum.

RESOLUTION #46: **TOWN HEALTH OFFICER- RESOLVED**, to establish the Position of Town Health Officer and;

BE IT FURTHER RESOLVED, to appoint Dr. Christopher W. Thomas, M.D. to the position at \$ 1,500 per annum (under separate contract).

RESOLUTION #47: **TOWN ATTORNEY-RESOLVED**, pursuant to Town Law §20 (2) (b) to establish the position of Town Attorney, and;

BE IT FURTHER RESOLVED, to appoint Richard F. DeVall to the position at \$ 31,926 per annum at \$ 145 per hour for services involving formal litigation and bond counsel (under separate contract).

RESOLUTION #48: **ASSISTANT TOWN ATTORNEY-RESOLVED**, pursuant to Town Law §20 (2) (b) to establish the position of Assistant Town Attorney **AND, BE IT FURTHER RESOLVED**, to appoint **Mark Schachner** to the position at \$13,566 per annum (under separate contract).

RESOLUTION #49: **DEPUTY SUPERVISOR-RESOLVED**, pursuant to Town Law Art 3 (42) to establish the position of Deputy Supervisor at \$ 4,537 per annum.

RESOLUTION #50: **NOTIFICATION POLICY FOR BREACH OF PRIVATE INFORMATION SECURITY-RESOLVED**, to adopt this policy in accordance with New York State Technology Law Section 208 as added by Chapters 442 and 491 of the laws of 2005, and is consistent with the provisions of said Section. The purpose of this policy is to require the **Town of Wilton** to Notify a New York Resident when there has been or is reasonably believed to have been an unauthorized acquisition of the resident's private information from the computerized records maintained by the **Town of Wilton**.

RESOLUTION # 51: **EMERGENCY SERVICES COORDINATOR- RESOLVED**, to appoint **Larry Gordon** to the annual position of Emergency Services Coordinator, Effective 1/1/14-12/31/14, the position was established at the April 5, 2007, Town Board meeting under the Home Land Security Law (Resolution # 115) (no remuneration).

RESOLUTION # 52: **DEPUTY RECEIVER OF TAXES-RESOLVED**, pursuant to Town Law §20(3-c) to establish the position of Deputy Tax Receiver and;

BE IT FURTHER RESOLVED, to appoint **Julie Hotaling** to the position, at \$2,500 per annum. (This appointment is the responsibility of the Town Clerk)

RESOLUTION # 53: **PREVIOUS YEARS ENCUMBRANCES**, to authorize the Town Comptroller to roll forward all outstanding encumbrances and budget appropriation.

RESOLUTION #54: **HEALTH INSURANCE BENEFITS,** to provide health insurance benefits to all eligible town employees, under separate cover.

RESOLUTION #55: **HEALTH REIMBURSEMENT ARRANGEMENT,** that the following is a formal record of action taken by the governing body of the Town of Wilton (the "Company"). With respect to the adoption of the Town of Wilton Health Reimbursement Arrangement (the "Plan"), the following resolution are hereby adopted:

NOW, THEREFORE, BE IT RESOLVED, that the Plan be adopted in the form attached hereto, which Plan is hereby adopted and approved;

RESOLVED FURTHER: That the appropriate officers of the Company be, and they hereby are, authorized and directed to execute the Plan on behalf of the Company;

RESOLVED FURTHER: that the officers of the Company be, and they hereby are, authorized and directed to take any and all actions and execute and deliver such documents as they may deem necessary, appropriate or convenient to effect the foregoing resolutions including, without limitation, causing to be prepared and filed such reports, documents or other information as may be required under applicable law.

On a motion introduced by Councilman McEachron, the board adopted the following resolution:

RESOLUTION #56

NOW, THEREFORE, BE IT RESOLVED, to approve Organizational Resolutions #1-#46 and #48-#55.

The adoption of the resolution was seconded by Councilwoman Klepetar, duly put to a vote, all in favor. The motion passed 5-0.

Councilman Streicher-Aye
Councilman McEachron-Aye

Councilwoman Klepetar-Aye
Councilman Lant-Aye
Supervisor Johnson-Aye

Councilman Streicher said he would like to table Resolution #48 because he is not in favor of having the one attorney for both positions. Supervisor Johnson said the town had one attorney for both positions at one time and it didn't work well. If after interviews the board decides to appoint Attorney Schachner to the Town Attorney position the resolution can be looked at again.

On a motion introduced by Councilman McEachron, the board adopted the following resolution:

RESOLUTION #57

NOW, THEREFORE, BE IT RESOLVED, table Organizational Resolution #47 to interview for the position and to table the corresponding contract under Resolution #36.

The adoption of the resolution was seconded by Councilman Lant, duly put to a vote, all in favor. The motion passed 4-1.

Councilman Streicher-No
Councilman McEachron-Aye
Councilwoman Klepetar-Aye
Councilman Lant-Aye
Supervisor Johnson-Aye

Approve Pending Minutes

On a motion introduced by Councilman Lant, the board adopted the following resolution:

RESOLUTION #58

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes from the December 5, 2013 meeting as typed without amendment.

The adoption of the resolution was seconded by Councilman Streicher, duly put to a vote, all in favor. The motion carried 5-0

Supervisor Appointments

Wilton Town Board Meeting
January 2, 2014

Supervisor Johnson stated the appointments are as follows:

Ryan Riper-Liaison to Wilton Water and Sewer Authority.

Nancy Riely-Liaison to General Liability and Health Insurance.

Councilman McEachron-Liaison to Highway Department and Senior Center.

Councilman Lant-Liaison to Justice Department, Safety Review Committee and the Historical Society.

Councilwoman Klepetar-Liaison to RU OK program, Americans with Disabilities Committee and Personnel Committee.

Councilman Streicher-Liaison to Parks and Recreation.

Supervisor Johnson also noted Councilman Streicher has been appointed to Deputy Supervisor.

Highway Superintendent Appointment

Highway Superintendent Woodcock appointed Sandra Woodcock as his Deputy.

Proclamation for Sheriff Bowen

CONGRATULATING SHERIFF JAMES D. BOWEN ON RETIREMENT



WHEREAS, **James D. Bowen**, Sheriff, a leader in law enforcement for more than forty one years has announced his retirement; and



WHEREAS, **James D. Bowen** began his career in 1965 with the Saratoga County Sheriff Department, serving as Deputy Sheriff; and



WHEREAS, **James D. Bowen** was promoted to Investigator in less than three years; and



WHEREAS, Governor Nelson Rockefeller appointed **James D. Bowen** Sheriff of Saratoga County in 1972; and



WHEREAS, **James D. Bowen** has held the position of Sheriff of Saratoga County for forty one years, serving eleven terms and;



WHEREAS, **James D. Bowen** will retire as the longest serving Sheriff in the history of New York State and he will be remembered as a dedicated leader committed to serving the residents of Saratoga County and;

PROCLAIMED, that the Wilton Town Board commends **Sheriff James D. Bowen** for his dedication to serve and protect our community and;

PROCLAIMED, that the Town Clerk forward a duly inscribed copy of this Proclamation of Commendation to **James D. Bowen**.

IN WITNESS WHEREOF, We have hereunto set our hands and affixed the Seal of the Town of Wilton this 2nd day of January, 2014.

On a motion introduced by Councilman Lant, the board adopted the following resolution:

RESOLUTION #59

NOW, THEREFORE, BE IT RESOLVED, to approve the proclamation for Sheriff Bowen.

The adoption of the resolution was seconded by Deputy Supervisor Streicher, duly put to a vote, all in favor. The motion carried 5-0.

Olson Farm Subdivision Road Acceptance

Ryan Riper, Director of Planning and Engineering said he recommended the acceptance of Oldham Place and a portion of Cardiff Circle in Olson Farm Subdivision. Highway Superintendent Woodcock also recommended the acceptance.

_On a motion introduced by Deputy Supervisor Streicher, the board adopted the following resolution:

RESOLUTION #60

NOW, THEREFORE, BE IT RESOLVED, to accept Oldham Place and a portion of Cardiff Circle

The adoption of the resolution was seconded by Councilman Lant, duly put to a vote, all in favor. The motion carried 5-0.

Committee Reports

Deputy Supervisor Streicher said Park and Recreation Director Steve Porto and his staff did a great job at the tree lighting ceremony. There were activities in the gym. The town would like to thank Maple Avenue Fire Department and the Wilton Emergency Squad for making the event such a success. The children enjoyed watching the fire truck bringing Santa Claus to the park. Also a thank you to former town board member Bob Rice, Pastor Curly from the Wilton Baptist Church and Maria Daily from the Christopher Daily Foundation for their participation in the event. Thank you to Hannaford Brothers, Walmart and Applebee's for their generosity. Hopefully everyone has had a chance to see the ice rink at Gavin Park. There has been a great response to the rink. It is open from 1:00 p.m. to 8 p.m. and has lights. On Saturday there were 30 people using the rink. There were 27 people on the ice yesterday. The town hopes many more people use the rink. If there are any local organizations or charities that are interested in fundraising or having an event at the rink, the town can supply music, skating, hot chocolate and lights.

Councilman Lant stated he would like to thank Highway Superintendent Woodcock and his crew for keeping our roads clean and safe.

Councilman Lant said he met with Ryan Riper, Larry Gordon and Jeff Reale about the radio tower. Larry Gordon has a wealth of knowledge with his years of experience. We have been in touch with Wells and Adirondack Communications. We may have to put repeaters on some of the towers in the town. We don't want to buy something outdated and have to replace it. In a couple of weeks we should have some prices.

Supervisor Johnson said he would like to thank Nancy Riely, John Herlihy, and Amy DiLeone for helping out with the tax mailings while Julie Hotaling has been out sick. It shows the cooperation among town staff in town hall.

Comptroller's Report

2. 2013 Budget Transfers

On a motion introduced by Councilman Lant, the board adopted the following resolution:

RESOLUTION #61

NOW, THEREFORE, BE IT RESOLVED, to approve the budget transfers and amendments requested for and listed on the Comptroller's 01/02/2013 report to the Town Board.

The adoption of the resolution was seconded by Councilman McEachron, duly put to a vote, all in favor. The motion carried 5-0.

3. Personnel

a.) On a motion introduced by Councilman Lant, the board adopted the following resolution:

RESOLUTION #62

NOW, THEREFORE, BE IT RESOLVED, to approve Steve Porto to attend the New York Association of Agricultural Fairs held in Rochester, New York held February 17-20, 2014.

The adoption of the resolution was seconded by Councilman McEachron, duly put to a vote, all in favor. The motion carried 5-0.

b.) On a motion introduced by Councilman Lant, the board adopted the following resolution:

RESOLUTION #63

NOW, THEREFORE, BE IT RESOLVED, to approve Mark Mykins and Scott Harrington to attend the Code Enforcement Conference held in Lake Placid, New York held March 2-6, 2014.

The adoption of the resolution was seconded by Councilman McEachron, duly put to a vote, all in favor. The motion carried 5-0.

4.) Carry Forward of 2013 Budgets to 2014

a.) On a motion introduced by Deputy Supervisor Streicher, the board adopted the following resolution:

RESOLUTION #64

NOW, THEREFORE, BE IT RESOLVED, to approve the request to carry forward \$10,000 in the A5132.2 Garage Account for completion of the new cold storage building started in 2013.

The adoption of the resolution was seconded by Councilman Lant, duly put to a vote, all in favor. The motion carried 5-0.

- b.) On a motion introduced by Deputy Supervisor Streicher the board adopted the following resolution:

RESOLUTION #65

NOW, THEREFORE, BE IT RESOLVED, to approve the request to carry forward \$159,276 for Tom Sawyer Drive and \$280,610 for Ruggles Road for paving projects approved in 2013.

The adoption of the resolution was seconded by Councilman McEachron, duly put to a vote, all in favor. The motion carried 5-0.

Highway Superintendent Woodcock said there is an item for the agenda that was budgeted in 2014. It is a medium service duty truck. The specifications will be going out and the bid will be opened at the meeting in February. Supervisor Johnson noted the truck was budgeted for and the bid can go out. The bid opening will be scheduled for February 6, 2014.

Jared Dinsmore said he looked up the votes from Wilton for casino gambling and 53% were opposed, 43% in favor and the remaining did not vote.

Adjournment

On a motion introduced by Deputy Supervisor Streicher, and seconded by Councilwoman Klepetar with all board members in favor. The meeting was adjourned at 7:42 p.m.

Respectfully Submitted,

Susan Baldwin, Town Clerk

Supervisor, Arthur Johnson

Councilman, John Lant

Councilwoman Klepetar

Councilman McEachron

Deputy Supervisor Streicher