

Supervisor Johnson wished everyone a Happy New Year and welcomed all.

Supervisor Johnson stated that he wanted to clarify that there would not be a public hearing on the proposed zoning changes and apologized for any confusion. The public hearing was held in December and the Town Board listened to the people that spoke. Based on the comments made, the board decided to schedule a public informational meeting to address, in detail, all of the changes being proposed. Any questions will be answered and explanations will be given. The meeting is scheduled for January 23, 2013 at 7 p.m. There will be a public comment period during the meeting if anyone would like to speak regarding the proposed changes. There will be an opportunity to speak again, after the public presentation, to address any additional questions.

Councilman Pulsifer said if he could, he would speak about the presentation now instead of keeping people until the end of the meeting. Councilman Pulsifer said there was a lot of public comment at the last meeting. He said after the last meeting he, Supervisor Johnson and Deputy Supervisor Rice decided to have an informational presentation about the zoning changes. There was a lot of misinformation and it would be better to have an opportunity to explain the changes to the residents. There are only three major changes out of the twenty three items being changes. Most are housekeeping item suggested by town staff to clarify small things in the code. The meeting is scheduled for 7 p.m. on Wednesday, January 23, 2013. The presentation will be an opportunity to explain each of the twenty three changes. Ryan Riper, the Town Engineer will be present at the meeting. Everyone is invited and any questions on the zoning revisions will be answered.

Supervisor Johnson called the meeting to order at 7:07 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 present:

Arthur Johnson-Supervisor  
John Lant-Councilman  
Robert Pulsifer-Councilman  
Robert Rice-Deputy Supervisor  
Steven Streicher-Councilman

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

**Organizational Resolutions #1-#56**

**Supervisor Johnson** stated that the reorganizational resolutions 1-56 have been distributed to the board members.

**Reorganizational Resolutions as follows:**

**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 will 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 2013 pay rate schedule effective 1/1/13-12/31/13. 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:

<b>Elected Officials</b>					
<b>Title</b>	<b>Name</b>	<b>Standard Work Day (Hrs/day)</b>	<b>Term Begins/Ends</b>	<b>Employer Record of Time worked (Y/N)</b>	<b>Days/Month (based on sample Record of Activities)</b>
Supervisor	Arthur Johnson	6	01/01/2012-12/31/2013		N/A
Councilman	Robert Pulsifer	6	01/01/2010-12/31/2013	No	10.99
Councilman	Robert Rice	6	01/01/2010-12/31/2013	No	5.37
Councilman	John Lant	6	01/01/2012-12/31/2015	No	
Councilman	Steve Streicher	6	01/01/2012-12/31/2015	No	
Town Clerk	Susan Baldwin	7	01/01/2013-12/31/2013	No	20
Town Justice	Gerald Worth	6	01/01/2010-12/31/2013		N/A
Town Justice	David Towne	6	01/01/2012-12/31/2015		N/A
Hway. Super.	Kirklin Woodcock	8	01/01/2012-12/31/2013		N/A
<b>Appointed Officials</b>					
Comptroller	Jeffrey Reale	7	01/01/2012-12/31/2013	Yes	20
Engineer	Ryan Riper	7	01/01/2012-12/31/2013	Yes	20
Assessor	Kathy Austin	7	10/01/2007-09/31/2013	Yes	20

**RESOLUTION #9:**        **REIMBURSEMENT FOR TRAVEL-RESOLVED**, to establish the rate of reimbursement for travel on town business at the prevailing annual rate established by the Internal Revenue Service.

**RESOLUTION #10:**    **HOLIDAYS (PAID)-RESOLVED**, pursuant to Gen Mun Lw §90 and §92, that the following dates be designated as paid holidays for all full-time employees and all town offices shall be closed in observance of these holidays:

January 1, 2013 (Tuesday)	New Year's Day
January 21, 2013 (Monday)	Martin Luther King Day
February 18, 2013 (Monday)	Washington's Birthday
May 27, 2013 (Monday)	Memorial Day
July 4, 2013 (Thursday)	Independence Day
September 2, 2013 (Monday)	Labor Day
October 14, 2013 (Monday)	Columbus Day
November 11, 2013 (Monday)	Veterans Day
November 28, 2013 (Thursday)	Thanksgiving Day
November 29, 2013 (Friday)	Post Thanksgiving Day
December 25, 2013 (Wednesday)	Christmas Day

**RESOLUTION #11:**    **PETTY CASH-RESOLVED**, pursuant to Town Law §64(1a) To allocate the following amounts of Petty Cash to the department heads indicated:

Comptroller	100
Town Clerk	200
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 Foreman 5/1/08

Ronald Stunzi, Dog Control Officer

Steve Porto, Recreation Director

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

Arthur J. Johnson, Supervisor

Larry Gordon, Emergency Services Coordinator

Jeff Reale, Comptroller

Lori Olson, Highway Clerk (amended 6/7/07)

Kathy Austin, Town Assessor

Robert Pulsifer, Councilman

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:**

**LIAISONS-RESOLVED**, that the following will serve as  
liaisons to the departments indicated:

Ryan Riper	Wilton Water & Sewer Authority
Nancy Riely	Insurance
Robert Pulsifer	Highway Department
Steve Streicher	Parks & Recreation
John Lant	Americans w/Disabilities Committee

Arthur Johnson	Wilton Emergency Squad
John Lant	Justice Department
John Lant	Safety Review Committee
Robert Rice	Historian's Office

**RESOLUTION #14:**     **HIGHWAY DEPARTMENT (4-TON ROAD LIMIT)-**  
**RESOLVED**, to post all town roadways at a 4-ton road limit until further notice.

**RESOLUTION #15:**     **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 #16:**     **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 #17:**      **DEPUTY HIGHWAY SUPERINTENDENT-RESOLVED**, pursuant to Town Law §32(2) to establish the position of Deputy Highway Superintendent  
**AND, BE IT FURTHER RESOLVED** to appoint Sandra Woodcock to the position at no remuneration.

**RESOLUTION #18:**      **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 #19:**      **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 #20:**      **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 #21:**      **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 #22:**      **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 1/1/13- 12/31/13.

b.) **Zoning Board** Joseph O'Brien Current term 1/1/13-12/31/13 and;

**FURTHER BE IT RESOLVED**, to approve the extended terms of chairmanship of the Planning and Zoning 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 #23:**

**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 #24**

**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 #25:**

**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 tax-payers 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 #26:**

**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 #27:**     **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 #28:**     **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 #29:**     **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 Assets Policy Attached)

**RESOLUTION #30:**     **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 #31:**      **RETURN CHECK CHARGE-RESOLVED**, pursuant to General Obligation law 5-328, to charge \$20.00 for checks returned as unpaid.

**RESOLUTION #32:**      **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 #33:**      **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 #34:**      **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 #35:**      **CERTIFIED PUBLIC ACCOUNTANTS-RESOLVED**,  
to retain Certified Public Accountants to provide  
professional services (under separate contract).

**RESOLUTION #36:**      **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 #37:**      **CONTRACTS-RESOLVED**, that the Town Board authorizes  
the Supervisor to enter into the following contracts:

\*on-going contracts:

Adirondack Trust (Collateral Agreement)

Attorney Planning & Zoning (yearly) Mark Schachner

Blue Shield of Northeastern NY (Medicare Advantage)  
(on-going)

Camp Saratoga (Resident Caretaker Lease) \*

CDPHP Health Ins. (In Nancy's Off)

Christopher Dailey Foundation (Ground Lease)

Christopher Dailey Foundation (Facility Lease  
Agreement)

County Waste (4 yd. T/H & 8 yd. G/P containers)

Delta Dental Service Contract (In Nancy's Off.)

DeVall, Richard F. (Town Attorney) (yearly)

Earthlinks Business (phones) **(do not have)**

Fundbalance, Inc. (Maint. Agreement)

Grant, Ulysses S. (Friends/Cottage) (yearly)

Greenfield/Maple Ave. Fire District (gasoline)

Heritage Society (Wilton) (yearly)

HSBC (Banking Agreement)

HUD Housing \* (Section 8 Housing Program)

H&V Gravel Pit & Site Access agreements

Intermunicipal agreement (Highway)

M.M. Hayes Co., Inc. (Time-Clocks)\*

Marshall, William (Court Security) (3/13/12)

M.J. Engineering & land Surveying, P.C.

National Grid Agreement (Outdoor Lighting)

Nationwide Retirement Solution (Deferred Comp.)

Nextel (State Police Phones & Highway) (Nancy's Off.)

New York State (Gasoline & Diesel Fuel)

Northern Pines Housing Dev. (Agreement)(Pilot Program)

NYSERDA Agreement

Park & Rec. software contract

Penflex, Inc. (Service Award Program)

Pitney Bowes, Inc. (Rental Agreement)

Reale, Jeffrey, (Town Comptroller) (2 years)

Riper, Ryan K. Town Engineer (10/1/12)

Saratoga Co. Animal Shelter (Impoundment of Dogs) \*

Saratoga Co. (Co. maint. & operate shelter dogs)

Saratoga Co. Farmland & Openspace Grant

Saratoga Co. Office of Aging (Nutrition Agreement.) (In Pat's Off.)

Saratoga Co. Office of Aging (Transportation Agreement.)\*

Saratoga County Office of Emergency Services

Saratoga Co. Reforestation of Lands (Mgmt. Agreement)

Saratoga Co. Rural Preservation (HUD, Section 8)

Saratoga Co. Youth Bureau (Youth Week program)  
(7/24/03) (In Pat's Off.)

Saratoga National Bank (Credit Card Contract)\*

Saratoga National Bank (Ach Originator Agreement)

Saratoga Springs City School District (Summer camp  
buses)

Saratoga Springs School District (Lease of Lands)

Saratoga/Wilton Youth Soccer Club (thru 2014)

Small Cities Grant Agreement

Smith Conservation Subdivision Agreement

Southworth-Milton, Inc. (Maint. Agreement.-Emergency  
Generator) (Do not have)

Spa Net LLC

Tech II (telephone management agreement) (Do not  
have)

Thomas, Christopher W. (M.D.) (Health Officer) (Yearly)

Time Warner Cable (Franchise Agreement)

Travel Soccer Agreement

Upstate Elevator Company (Maint. Contract)

Value Payment Systems 1/1/11-12/31/11 auto 1 yr.  
renewal

John Vincek (Lease)

Vincelette, Daniel G. Esq. (Assess. Attorney)

Waste Management of Eastern NY (30-yd. open rolloff)

Wilton Emergency Squad (Ambulance Serv.)

Wilton Emergency Squad (Gasoline)

Wilton Fire Dept. (Gasoline)

Wilton Global Job Development Corp.

Wilton Water & Sewer (Lease Agreement) & (gasoline)

Wilton Wildlife Preserve & Park (Annual Contract) &

(Lease Agreement)

Wilton Youth Baseball (Annual)

**RESOLUTION #38:**

**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 RESOLVED,** to appoint Susan Baldwin to the position of Records Management Officer.

**RESOLUTION #39:**

**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 #40:**

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

**RESOLUTION #42:**      **FIRE MARSHALL, RESOLVED**, to appoint Mark Mykins to the position of Fire Marshall, established in 1998.

**RESOLUTION #43:**      **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 \$ 15,182 per annum.

**RESOLUTION #44:**      **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 \$ 11,937 per annum.

**RESOLUTION #45:**      **TOWN HISTORIAN-RESOLVED**, to establish the position of Town Historian and;

**BE IT FURTHER RESOLVED**, to appoint Jeannine Woutersz to the position at \$ 3,000 per annum.

**RESOLUTION #46:**      **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 #47:**      **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 #48:**      **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. DeVal to the position at \$ 31,300 per annum at \$ 145 per hour for services involving formal litigation and bond counsel (under separate contract).

**RESOLUTION #49:**      **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 \$13,300 per annum (under separate contract).

**RESOLUTION #50:**      **DEPUTY SUPERVISOR-RESOLVED**, to establish the position of Deputy Supervisor and;

**BE IT FURTHER RESOLVED**, to appoint Robert Rice, to the position at \$ 4,537 per annum. (This appointment is the responsibility of the Supervisor).

**RESOLUTION #51:**      **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 # 52:**      **EMERGENCY SERVICES COORDINATOR- RESOLVED**,  
To appoint Larry Gordon to the annual position of Emergency Services Coordinator, Effective 1/1/13-12/31/13, the position was established at the April 5,

2007, Town Board meeting under the Home Land Security Law (Resolution # 115). (no remuneration)

**RESOLUTION # 53:**     **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 # 54:**     **PREVIOUS YEARS ENCUMBRANCES,** to authorize the Town Comptroller to roll forward all outstanding encumbrances and budget appropriation.

**RESOLUTION #55:**     **HEALTH INSURANCE BENEFITS,** to provide health insurance benefits to all eligible town employees, under separate cover.

**RESOLUTION #56:**     **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 Deputy Supervisor Rice, the board adopted the following resolutions:

**RESOLUTION # 1-56**

**NOW, THEREFORE, BE IT RESOLVED,** to approve all the reorganizational resolutions. The adoption of the resolutions was seconded by Councilman Pulsifer, duly put to a vote, all in favor.

Supervisor Johnson stated that Carol Maynard's retirement was announced in November. He said the position was not vacant until January 1, 2013 and therefore, the new clerk must be appointed.

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

**RESOLUTION #57**

**NOW, THEREFORE, BE IT RESOLVED,** to appoint Susan Baldwin to the position of Town Clerk on the Town Board. New term 1/1/13-12/31/13.

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

**Approve Pending Minutes**  
**December 6, 2012**

Supervisor Johnson noted that there was an inquiry regarding the public comment portion of the minutes. The new town clerk has not yet had a chance to review the tape due to the duties as tax receiver. The minutes will not be approved at this time.

**Public Comment**

**David Gabay** of 92 Parkhurst Road stated that he would like to thank the Supervisor and all of the Town Board members for not rushing, what many Wilton residents consider, significant changes. The idea of an informal presentation with give and take on both sides, not just a presentation from the Town to the residents of Wilton, with the opportunity for the residents to ask questions, is a wonderful opportunity that will be productive, as well as transparent. This should give the residents of Wilton an opportunity to ask and have questions answered by the board members of the benefits and detriments of all of the zoning changes, whether they are minor or major. Only then can the residents, town council and the people of Wilton make intelligent choices on what are good changes and what may not be good changes.

**Bob Walsh** of 36 Worth Road said he would like to thank the board for agreeing to meet with folks from the Town and have the information meeting. He said he also wanted to thank Ryan Riper for following up on the letter written to the board. The engineering aspects of the changes are the least of the problems. Most of the problems were due to the process itself. The presentation will give people an opportunity to take a good look at the changes and hopefully come to an understanding and come to an acceptance of what is going on.

**Connie Towers** of 92 Ernst Road said she would like to thank the board for extending the public hearing on the zoning revisions. Although, many people thought there were some minor things going on, the December meeting raised some legitimate concerns over a significant amount of zoning changes with the elimination of the R-3 and RB-2 zones and the changing of frontages. When people came to Wilton and stayed, they researched the area. They loved Wilton and they loved the rural character of Wilton. People understand that change will come but it should be done in a community oriented way and not proceed where it might impede on people's property rights and still make sure business owners can still succeed in the Town. People research where they want to live just like they research school districts, their neighborhoods and their amenities. Most people look at the zoning maps before they buy a property. They look and see what the setbacks are and what the zoning is and want to make sure the proper buffers are there so that the quality of life still exists for them, down the road. It is really important for people to come to the workshops and see the ramifications of what the zoning changes might be. Ms. Towers said she really wanted someone to come and say "here we are at point A in 2004, here are the amendments in 2005 and this is where we are, but why, why do we need the changes in the appropriate areas". She said this is where people were caught off guard. From expressions last month, a lot of the people up here didn't understand the entire implications of what was happening, as far as the split zoning, which the board has addressed. Some of the signage issues, some people want to keep a quality of life and have it in a respectful way. If we can do this, analyze it and still preserve the quality of life that we have here in this wonderful time, it will be the best of both worlds. We need the entire public to come out and discuss this.

**Dillon Klepetar** of Wilton said he hadn't planned on speaking but intends on being at the January 23, 2013 meeting to speak on behalf of the zoning changes. Despite the way the meeting opened, many of the concerns that the residents share grow out of legitimate concerns not simply our inability to understand what government does, but for concern of the changes, however minor or major they may be it is for the Wilton town residents to decide for themselves. The cost of zoning changes and the benefits of zoning changes are different for every person, given personal preferences, business interests and what is planned for the properties that we own. All of that should remain in the background of discussions as we go forward.

**Reappointments**

a.) **Planning Board, 2<sup>nd</sup> Alternate**  
**David Gabay**

**Current term to expire 12/31/12**  
**New term 1/1/13-12/31/13**

Supervisor Johnson stated that David Gabay is the 2<sup>nd</sup> Alternate. The term is for one year

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

**RESOLUTION # 58**

**NOW, THEREFORE, BE IT  
RESOLVED,** to appoint David Gabay  
to the position of 2<sup>nd</sup> Alternate on  
the Planning Board. New term  
1/1/13-12/31/13.

The adoption of the resolution was  
seconded by Deputy Supervisor  
Rice, duly put to a vote, all in favor  
except Councilman Pulsifer, who  
was opposed. **Motion carried 4 to  
1.**

**Road Acceptance-Floral Estates:**

**Primrose Circle**  
**Daffodil Drive**

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

**RESOLUTION # 59**

**NOW, THEREFORE, BE IT  
RESOLVED,** to accept the following  
roads in the Floral Estates

subdivision as Town Roadways:  
Primrose Circle and Daffodil Drive.

**FURTHER BE IT RESOLVED**, the Supervisor of the Town of Wilton is authorized to execute any documents in connection with the acceptance of the roads.

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

**Committee Reports:**

Councilman Pulsifer said he didn't have anything to add from the beginning of the meeting regarding the informational presentation on the code and zoning revisions.

Councilman Lant said the board gets a lot of letters that people would like to be read at the town board meetings. He said he would like to see any letter sent the board be read if the resident requests it. Supervisor Johnson noted that the board receives a lot of correspondence and it is not read but it is made part of the record. Councilman Lant said a lot of people don't request for them to be read. The Wilton Fire District submitted a letter and requested that it be read. Supervisor Johnson stated the letter would be read.

November 28, 2012

Wilton Town Board

22 Traver Road

Gansevoort, New York 12831

ATTENTION: Arthur J. Johnson, Town Supervisor

Robert Rice, Deputy Supervisor

Robert Pulsifer, Councilman

John Lant, Councilman

Steve Streicher, Councilman

Dear Sirs:

Attached you will find an invoice submitted by the Town of Wilton Highway Department for plowing and salting of our firehouse, 270 Ballard Road for the 2011-2012 winter season. This invoice was received by our District on August 10, 2012, months after the end of the winter season. We are questioning being billed for these services which have previously been provided as a courtesy to our District/Department.

On October 24<sup>th</sup>, we met with Mr. Woodcock concerning the invoice and to discuss plowing and salting services for this winter. Mr. Woodcock stated there have been continual cuts to highway funding and he now needs to charge for these services; that Town Comptroller Jeff Reale prefers charging districts which receive their funding through separate taxation.

We always believed that a good working relationship existed between the District/Department and the Town of Wilton Highway Department; that we were working in cooperation and our overall goal was the same-to provide the best services possible to Town residents. During winter months, we often respond to emergency calls in the middle of the night which involve

fallen trees and blocked roadways. Rather than call the Town highway department for manpower, our volunteer firefighters clear the roads saving considerable overtime being paid to Town employees. Additionally, it was not that long ago when the Town Highway garage burned and the Town stored their equipment at our station for two full winters. We did not think to charge for this service although concessions had to be made in our daily operations in order to make this accommodation. Also during this time, Town employees utilized our facilities including water to wash vehicles. Although we do not pay a water bill, we do pay a sewer bill based on water usage. Our sewer bills increased significantly during these periods. At our meeting, Mr. Woodcock agreed that our District/Department regularly provides services which offset costs to the Town but stated the issue was still the matter of reducing funding available to the Highway Department. He stated he was agreeable having our District pay a flat fee of \$2,500 for the entire 2012-2013 winter season for plowing and salting both stations. There would be an additional cost added for the use of a loader.

Although we realize a flat fee of \$2,500 is not unreasonable, it is hard for us to believe \$2,500 will do much to offset the Highway Department's entire funding deficit. We further believe our volunteer assistance in completing road related tasks in lieu of calling out the Highway Department after hours far exceeds this amount.

We respectfully request that the Town Board consider the mutual benefits of our relationship with the Town Highway Department and waive any costs which may be associated with the plowing and salting of our stations both past and future. If desired, we are available to meet at your convenience to discuss this matter in greater detail. Thank you for any consideration on our behalf.

Sincerely,

John Liptak, Sr. Chairman

Nelson A Bink, Deputy Chairman

David P. Miller, Commissioner

David R. Peck, Commissioner

Stephen F. St Louis, Commissioner

Attachment

Supervisor Johnson said all of the board members received a copy of the letter and the issue is being addressed.

Councilman Pulsifer asked Jeff Reale, Comptroller if it is a state requirement for some type of accounting between intergovernmental agencies doing business with each other and if this is correct, how did the situation occur without an interagency contract. Mr. Reale said it is correct that the Wilton Fire District is a separate taxing district. The town is not allowed, by law, to plow for the District unless there is a Shared Services Contract in place, which is not. A Shared Services Contract would be an accounting of services that the Town provides for the District and, as the letter states, what the District provides for the Town. At the end of the year, there would be an accounting of the services. The contract would be a nominal fee of an hourly rate for both entities. Whoever provides the most services at the end of the year would be paid by the other entity.

Supervisor Johnson noted that Mr. Reale was asked to meet with the Wilton Fire District to come up with a Shared Services Agreement to take care of the situation. The maintenance of the Wilton Fire District has been done for years as a courtesy. Budgets have gotten tight and there now needs to be some type of compensation. All of the fire departments and the

emergency squad were met with. Wilton Fire District decided to agree to the nominal fee for the 2011-2012 season. Maple Avenue Fire Department decided not to use the town's services as well as the Wilton Emergency Squad.

**Comptroller's Report**  
**(Including Bills & Transfers)**

**November 2012 Cash Disbursements**

General Fund	\$ 0.00
Highway Fund	\$ 0.00
Total	\$ 0.00

**2012 Budget Transfers and Amendments**

On a motion introduced by Deputy Supervisor Rice, the board adopted the following resolution:

**RESOLUTION # 60**

**NOW, THEREFORE, BE IT  
RESOLVED,** to approve the 2012  
budget transfers and amendments  
requested for and listed in the  
Comptroller's 1/3/2013 report to  
the board.

The adoption of the resolution was  
seconded by Councilman Pulsifer,  
duly put to a vote, all in favor.

**2013 Budget Transfers and Amendments**

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

**RESOLUTION # 61**

**NOW, THEREFORE, BE IT  
RESOLVED,** to approve the 2013  
budget transfers and amendments  
requested for and listed in the  
Comptroller's 1/3/2013 report to  
the board.

The adoption of the resolution was  
seconded by Deputy Supervisor  
Rice, duly put to a vote, all in favor.



**Personnel**

**a.) Education**

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

**RESOLUTION # 62**

**NOW, THEREFORE, BE IT RESOLVED,** to authorize the following people to attend the NYS Association of Towns meeting held in NYC on February 10-22, 2012.

**Arthur Johnson-Supervisor, Robert Pulsifer-Councilman, Robert Rice-Deputy Supervisor, David Towne-Judge and Ryan Riper-Town Engineer, and;**

**FURTHER BE IT RESOLVED,** to authorize Supervisor Johnson as the "voting delegate" and Deputy Supervisor, Robert Rice, as the "substitute voting delegate" for the NYS Association of Towns conference.

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

**b.)**

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

**RESOLUTION #63**

**NOW, THEREFORE, BE IT RESOLVED,** to authorize the hiring of David Counter to fill the vacant Full Time Laborer's position at a rate of \$13.48 per hour with no benefits effective 12/13/12.

The adoption of the resolution was seconded by Deputy Supervisor Rice, duly put to a vote, all in favor.

c.)

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

**RESOLUTION #64**

**NOW, THEREFORE, BE IT RESOLVED,** to authorize the hiring of Michelle Dingman to fill the vacant Full Time Senior Clerk's position at a rate of \$17.02 per hour with benefits effective 12/26/12.

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

d.)

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

**RESOLUTION #65**

**NOW, THEREFORE, BE IT RESOLVED,** to authorize the appointment of Carol Maynard to a part time position in the Town Clerk's office at a rate of \$30.00 per hour with no more than 17.5 hours per week, effective 1/2/13. Position will terminate 4/30/13.

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

**Adjournment to Executive Session (Assessment Settlement)**

On a motion introduced by Councilman Streicher, and seconded by Deputy Supervisor Rice, the board adjourned to executive session at 7:35 p.m..

On a motion introduced by John Lant, and seconded by Deputy Supervisor Rice, the board reconvened the Regular Town Board meeting at 7:52 p.m..

**Action Taken**

**RESOLUTION #66**

**NOW, THEREFORE, BE IT RESOLVED,** to accept the proposed settlement to the 2011 tax certiorari for Ridgeview Commons Townhomes, LLC, Tax Map No. 114.-2-15.3.

The adoption of the resolution was seconded by Deputy Supervisor Rice, duly put to a vote, all in favor.

On a motion introduced by Deputy Supervisor Rice, and seconded by Councilman Pulsifer, the meeting was adjourned at 7:54 p.m..

Respectfully Submitted,

\_\_\_\_\_  
Susan Baldwin, Town Clerk

\_\_\_\_\_  
Supervisor, Arthur Johnson

\_\_\_\_\_  
Councilman, John Lant

\_\_\_\_\_  
Councilman, Robert Pulsifer

\_\_\_\_\_  
Councilman, Robert Rice

\_\_\_\_\_  
Councilman Steve Streicher