

TOWN OF WILTON

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Susan Baldwin, Town Clerk

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REGULAR TOWN BOARD MEETING-MARCH 6, 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 present.

Arthur Johnson-Supervisor

Steve Streicher-Deputy Supervisor

Joanne Klepetar-Councilwoman

John Lant-Councilman

John McEachron-Councilman

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

Plaque Presentation-Don and Shirley Needham

Supervisor Johnson said he would like to recognize Don and Shirley Needham, two people that have given back to the community for many years. Don has been on the Wilton Planning Board for nine years and Shirley has been a Town Board member and has also coordinated our Hazardous Waste Day for several years. She has been involved in a lot of different projects within the community. Both Don and Shirley are very active in the Saratoga-Wilton Elks Lodge. Unfortunately, they have decided to move to Charlotte, North Carolina. **Supervisor Johnson** said he has a plaque to present for their service to the town and residents.

“Presented to Don and Shirley Needham by the Wilton Town Board on March 6, 2014, in appreciation for your many years of hard work and dedication in serving the residents of the Town of Wilton: To Don for your nine years on the Wilton Planning Board and to Shirley for your work while serving on the Wilton Town Board and for your volunteer work for the town.”

Supervisor Johnson

Deputy Supervisor Streicher

Councilman Lant
Councilwoman Klepetar
Councilman McEachron

Approve Pending Minutes

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

RESOLUTION #81

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes from the February 6, 2014 meeting, as typed.

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

Public Comment Session

Supervisor Johnson noted Michael Coleman signed up for public comment but had his question answered prior to the start of the meeting. Mr. Coleman has asked if the town board would have Robert Freeman from the Committee on Open Government come and speak with the town board and residents. Supervisor Johnson stated that Mr. Freeman was unavailable this week and the town would contact him next week to set a date.

Wilton Planning Board Resignation

Don Needham

On a motion introduced by Councilwoman Klepetar, the board adopted the following resolution:

RESOLUTION #82

NOW, THEREFORE, BE IT RESOLVED, to accept the resignation from Don Needham for the Wilton Planning Board effective March 1, 2014.

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

Community Coalition for Family Wellness

Jenn Wood from the Community Coalition for Family Wellness said the Coalition was formed in 2010 in response to several student deaths in the South Glens Falls School District. That is the area the Coalition

does a lot of outreach within that school system. The Town of Wilton has a small part of the school district within its boundaries and a large part is not. The Coalition would like to do some outreach with all of the communities our school district touches to let folks know we are here, what we are about and some of the things we are working on. In 2011, in response to some of the things going on in the communities, the Coalition decided to do a survey to look at some of the issues affecting teens to get a better handle on what might be happening. What they found, as a result of the survey, is that there was some alcohol and drug use going on. They know that links to a lot of other issue and problems that teens have. In response to that the Coalition applied for a federal grant program called the Drug Free Community Support Program and were awarded the grant in October of 2013. It is a five year long grant for \$125,000 each year for the length of the grant. There is also the potential to apply for another five years once this period has expired. This is a long term process and what the Coalition hopes to accomplish is spending a lot of time raising awareness about the issues of teen alcohol and drug use using the data collected and more data that we will continue to collect throughout this time. The Coalition is very much a volunteer, grassroots type of coalition. What the grant funding allowed them to do is hire some staff including myself as Coalition Coordinator and Kelsey Carpenter who is our youth and data specialist. We know the best way to work for youth is to work with youth. A lot of our focus will be on reaching out to youth, finding out what their needs and issues are and engaging them in the process to do something about that. The data collected shows one out of four high school students were using alcohol on a regular basis in a student survey in 2011. One out of five students was using marijuana on a regular basis. One out of four 12th grade students were engaging in binge drinking. They were consuming large amounts of alcohol in a single setting. When looking at the data it could be worse but at the same time the Coalition is about being there for all youth. We want all youth to reach their full potential and they need to be substance free to do that. Some of the things we will be undertaking in the coming months are what community conditions drive some of these alcohol and drug use rates among teens. There is survey data and more will be done along with some focus groups with students to better understand where they are coming from. We want to identify what the community conditions may be that are driving teens to drink and use other drugs. A lot of times those conditions occur inadvertently. People don't realize what may be pushing kids towards that. There are a lot of things we can do to reduce some of those community conditions. We would also like to do some social marketing. Youth are inundated with advertising trying to push them to make decisions that may not be in their best interest and we want to counter that with factual information. We want to encourage adults in our community to help support youth in making better choices. We do plan a lot of media outreach over the next couple of years to help that. We also want to look at the policies and programs that exist in our communities that may help reduce teen alcohol and drug use. Some examples are things like social host policies that hold adults accountable for providing alcohol to minors and also things like advertising ordinances. What are some ways we can reduce the messages that teens may be receiving that say it's okay to drink. As our grant is up and beginning another grant in the City of Saratoga Springs is ending. Saratoga Springs was a recipient of the Drug Free Communities Grant for ten years. Some people may have heard about the Saratoga Partnership for Prevention. It is a similar coalition to ours and we will be engaging in a lot of the same type of activities just focusing more on the communities that serve the South Glens Falls School District. Our grant is managed by the Prevention Council of Saratoga County. That is where Kelsey and I are employed. Our sole focus is on the communities of the South Glens Falls School District and that is where our attention will be directed for the next five years. Thank you for allowing us to come and explain what we are all about. Please support our mission as we work to reduce teen alcohol and drug use and subsequently help teens be safe and healthy. We look to form as many community partnerships as possible. We are in this together. The more people we have on board and working with us towards this mission, the more successful we can be. Brochures will be available with all of our contact information. **Supervisor Johnson** asked how the Town can help. Ms. Wood said

helping the coalition be aware of as many opportunities as possible to get our word out in the community, through media or community events and activities. We have found that our presence at appropriate community events is very effective. **Supervisor Johnson** noted the town has a Community Day in July and the coalition would be welcome.

Request for Street Light

Supervisor Johnson said Dan Wolfe of Dakota Drive has observed cars parked at the end of Gailor Road at different times of the night. Mr. Wolfe has called the police and they have responded. He has two small children and a wife and is concerned about the activities. He is hoping a light may deter cars from parking there. No one really knows what is going on in the cars. There is a lot of speculation. The State Police have responded but by the time they respond, the vehicles are gone. Mr. Wolfe has requested the town install a light. Ryan Riper has visited the site to consider any merit to the request. Mr. Riper said there are two existing poles at the intersection of Gailor Road and Dakota Drive. They are about two hundred feet away from the dead end. National Grid responded with information about the cost. The installation of a pole and the circuitry would be \$1,000.00 to \$2,000.00 with an annual cost of the lighting of \$165.00 per year. There is also a proposed subdivision that may bring in more activity and lights to the area. Deputy Supervisor Streicher said the area has a history of having problems. The town removed a building in the area where alcohol and drugs were being used. People have been known to gather in the area. **Supervisor Johnson** asked Attorney Schachner if there would be any problem installing a light pole for one particular homeowner. Attorney Schachner said the Supervisor is correct in the general idea that the town would want to be devoting funds for public purposes. Any street light benefits those in closer proximity. If the town board feels it is appropriate to install a pole, it could be lawfully done but not obligated to. **Supervisor Johnson** said there is a subdivision being reviewed, Canyon Run Extension. It would bring a lot more activity to an otherwise desolate area. **Councilman Lant** said there are a lot of areas in the town that are dark. A lot of people walk and ride bicycles. Maybe this would be a start since there are a lot of dark and dangerous areas. **Councilwoman Klepetar** asked if it was in the town's right of way. **Supervisor Johnson** said the pole would be in the right of way. Mr. Riper said a floodlight could be installed in the neighboring yard but Mr. Wolfe's house is across the street from that. **Councilman Lant** said solar lighting is becoming very popular. If there is excess power, it is sold back to National Grid. There are a lot of dangerous intersections. Maybe a committee could be formed with Councilman McEachron and Deputy Supervisor Streicher. Supervisor Johnson asked the board about the request before them. **Councilman Lant** said it should be taken care of. **Councilwoman Klepetar** said she wasn't sure since there may be a development going in. **Supervisor Johnson** said he felt it was more a law enforcement issue than a lighting issue. Mr. Wolfe is reluctant to call the police and he shouldn't if he feels threatened. If the police show up occasionally, it may deter whoever is parking down there from continuing to do so. That would be the first recommendation. The subdivision going in may also deter people from parking in the area. Between those two things, maybe the town should hold off. If they don't work, revisit it. **Deputy Supervisor Streicher** asked when the subdivision would be going in. **Mr. Riper** said they are on the planning board agenda for this month. **Councilwoman Klepetar** asked if some signage could be put up. **Highway Superintendent Woodcock** said the board could pass a resolution that would state there is no parking at any time. There is a sign that can be used. **Mr. Riper** asked if the paved area is utilized for snow removal. **Highway Superintendent Woodcock** said there have been numerous requests for street lights in the town. If the board installs one light they should be prepared to do them all. It will be very costly. If a subdivision is going in, the developer will be required to put up a street light. They will pay for it. Deputy Supervisor Streicher and Supervisor Johnson agreed. Supervisor Johnson said the board would hold off for now and

encourage Mr. Wolfe to contact the police. Additional patrols in the area on a regular basis will be requested by the town. If it doesn't solve the problem the issue can be revisited.

Wilton Wildlife Preserve and Park

Margo Olson said the report is late for the last quarter and early for the first quarter. Wilton Wildlife Preserve and Park's mission is threefold, focusing on environmental education, trails and recreation and conservation. We have been very busy with schools and outreach programs. They are year round proposition. We work on site and off site including Chowderfest. We will be at the Winter Raptorfest in Fort Edward later in March. We have been very busy with schools and with BOCES and their afterschool enrichment programs. This month there have been six different sites, four after school programs and two STEM academies with Burnt Hills and Maple Avenue Middle School, focusing on science, technology, engineering and math. We received grants that have allowed us to have a second intern. Along with our volunteers it is great having two interns that are dedicated and available to cover this kind of programming. We are currently looking for additional funding for next year to continue the program. We are working with Skidmore and the faculty and professors are becoming more aware of our organization and the opportunities we can give to the students. Skidmore also has service learning and we are currently working with 20 students on projects that fall into the service learning category. We spent a lot of time this fall preparing for the winter grooming program without our longtime volunteer Pieter Litchfield. Using capital funds, we purchased all of the equipment we needed and were able to get it up and going with the support of the town. We have groomed the trails and with the amount of snow we have received, it is working out very well. Ryan Riper, one of our volunteers, was out last night breaking up some of the ice. They Stryder's Club has summer runs and in the winter they have an 8K snowshoe race. We were able to have our Full Moon Ski and Snowshoe for the first time in three years. The town is wonderful in helping making it happen. The parking lots had to be cleared due to a snow storm before the event. Every parking lot was filled and there were somewhere between 400 to 500 people at the event through the course of the evening. There were more than 50 volunteers that helped. The WWPP received a \$10,000.00 grant from Tom's of Maine 50 States for Good program to improve accessibility on trails. We are working on making the area along the waterfront more assessable. Larry Gordon has taken the lead on the project and has been in contact with the town. Completion is expected in time for the Wilton Wildlife Festival on May 31. We are gearing up for some of our spring bird surveys and we are also working with Skidmore, for the third year in a row, collecting data for an on-going study was at Old Gick Farm.

Frank Holden asked if there any way Wilton Wildlife Preserve and Park could get the Coalition for Family Wellness involved with some programs with kids. Ms. Olson said she works with younger school groups and some volunteers with Skidmore. We get a lot of kids that volunteer one on one and it would be really nice to do some kind of activity with a group. Supervisor Johnson said there has been only great feedback regarding the winter programs and the condition of the trails. Larry Gordon, Ryan Riper and a few other volunteers have stepped up to take over Pieter Litchfield's role. He was difficult to replace. Ms. Olson said the interns have also taken on some of that too.

Camp Saratoga Delegan Pond Fishing Program

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

RESOLUTION #83

Camp Saratoga Delegan Pond, Scout Pond, Fishing Program

The Town of Wilton Town Board, owners of property known as Camp Saratoga has stocked Scout Pond for resident fishing.

1. The stocking program is for the **Town of Wilton residents only**.
2. April 1st to July 1st, will be reserved for fishing by Town of Wilton resident **youths age 16 or under**, and may be assisted by an immediate adult family member.
3. The remainder of the trout fishing season will be open to Town residents to October 15th, the last day of trout season, for all persons over the age of 16 with a required, valid, New York State Fishing License.
4. Fishing limit is 2 per day.
5. Adults after July 1st (catch and release) is recommended.
6. **No** live bait is permitted (worms and lures permitted).

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

Committee Reports

Councilman Lant said the Town's Emergency Plan was discussed at the last meeting. The next day, there was a major gas leak in the Town of Wilton. The plan has moved forward very quickly with the help of Ryan Riper and Mark Mykins. People are now trained in the reverse 911. Our phone listings have been updated. If there is a disaster in the town, it will involve a lot of people. The new Saratoga County Director of Emergency Services just started his job on Monday and asked to give him a couple of weeks before discussing the new radios. The main command post will be Wilton Town Hall. There are several backup locations in case of an emergency near Exit 16. **Councilman Lant** said he would like to give credit to Chief Bill Morgan and his crew and Fire Marshall Mark Mykins. An LP gas leak is a dangerous situation and there could have been a great loss of life and property. Councilman McEachron gave the permission to evacuate. Once the situation escalates, the Town takes over. There were mutual aid companies, fire and EMS, and all deserve a lot of credit. **Supervisor Johnson** said Maple Avenue Fire Department was also involved and they all did a tremendous job. There was a substantial gas leak and they evacuated people within a one mile radius in a short period of time. Both fire departments deserve a lot of credit for it. **Councilman Lant** said we have very knowledgeable people with Ryan Riper and Mark Mykins with buildings and HAZMAT. We have the right people. Mark Mykins should be the Deputy Coordinator. Larry Gordon does a great job but there should always be a backup. **Supervisor Johnson** agreed and asked for a motion.

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

RESOLUTION #84

NOW, THEREFORE, BE IT RESOLVED, to appoint Mark Mykins to Deputy Emergency Coordinator for the Town of Wilton.

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

Councilman Lant said he thought the Ethics Law should be reworded. He said he asked about it before and thought it was done but it wasn't. He said he would like to form committee to look at it again. He said he didn't think board members should write it. A few people should be picked from the town along with a town board member.

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

RESOLUTION #85

NOW, THEREFORE, BE IT RESOLVED, to form a committee to review the Ethics Law.

The adoption of the resolution was seconded by Councilwoman Klepetar, duly put to a vote, all in favor except Deputy Supervisor Streicher who was opposed. The motion carried 4-1.

Supervisor Johnson said he was not prepared to appoint committee members tonight. **Councilman Lant** said the Ethics Law is similar to that of a town south of Wilton where an elected official was indicted, former employees are being investigated and doesn't want that to happen here. He said he loves the town and doesn't want anything to happen to it or any of the people involved with this town. **Deputy Supervisor Streicher** asked why Councilman Lant thought the law should be changed. **Councilman Lant** said he looked at it and had other people look at it. The town board should not be the judge and jury. The law stated all five board members have to agree on an applicant in order for them to become a member. The board will never get filled. **Deputy Supervisor Streicher** stated there is a new board, people can reapply. **Supervisor Johnson** said it has been posted on the website and in the newspaper. It is not a glamorous job. We are trying to get it filled. Our Town Counsel has looked at it as it exists. We can have him look at it again. **Councilwoman Klepetar** said she would like him to look at it again. **Supervisor Johnson** said not only the Ethics Board but the Planning and Zoning Boards as well as employees need to be able to recognize a conflict. Attorney Schachner was asked to do training for all of the boards and employees. **Attorney Schachner** said he can only look at the law for legality and the current law is legal. He said he cannot make the policy call only tell the board if it meets the General Municipal Law requirements for local town ethics code. **Deputy Supervisor Streicher** said the Ethics Law was focused on conflicts of interest. We didn't want it to be too broad and I think that is what was achieved. **Councilman Lant** said an elected official was indicted for taking a bribe. **Deputy Supervisor Streicher** said it is against the law for anyone to take a bribe. Attorney Schachner said he did comment

on the unanimity requirement for appointment. It is very unusual but not illegal. It could hamstring the town. **Supervisor Johnson** agreed that it is a problem and in his opinion, 4/5ths would be plenty. **Deputy Supervisor Streicher** said there have been five applicants and three of them were appointed. What the board is looking for is people with no interest in politics. We don't want people that are greatly involved with local politics. He said it would be better to have citizens that want to do a good job. If someone has an agenda the impropriety of favoring one side or another is what is trying to be avoided. **Councilman Klepetar** said, overall, the law was a good but the whistleblower portion should be looked at. **Councilman Lant** said some things should be reworded didn't think the town board should do it, the public should. **Councilman McEachron** asked Deputy Supervisor Streicher if he was opposed to having the Ethics Law reviewed. **Deputy Supervisor Streicher** said he wasn't and maybe the unanimity vote should be looked. For the most part it is a good law. If anyone in this town were to take a bribe, they would go to jail. The ethics law isn't going to do anything about that.

Councilwoman Klepetar said, as the liaison, she met with Margo Olson at Wilton Wildlife Preserve and Park and learned quite a bit about the Preserve. She said another program she is liaison for is RUOK? and will meet with Duane Boguardus in the spring to go over and update the list. If anyone knows of an elderly person or a shut in that would like to be on the list or knows of a caller that would like to volunteer please feel free to contact the town. The seniors are also another group she said she is liaison to. Phyllis and Howard Dumont recently took over the Senior Center. They are very self-sufficient and praised the maintenance staff for helping them out.

Councilwoman Klepetar said she would like to have some exposure at the mall. Our former Supervisor, Roy McDonald used to do it. We would set up a table at the mall, advertise it and listen to people's concerns or compliments about the town. The first meeting will be at Healthy Living on Saturday, April 5, 2014 from 10:00a.m. until 2:30p.m. Any other members of the town board can attend and perhaps it could be done every other month. **Deputy Supervisor Streicher** said he would like to attend.

Councilwoman Klepetar said she checked with other towns and some have two town board meetings per month. Greenfield has an agenda meeting in addition to a regular meeting. It may be beneficial to have a workshop every other month so the board members can talk amongst themselves. It will be informal and open to the public.

Deputy Supervisor Streicher said use of the ice rink has been going well. Summer camp signups start on March 17, 2014. Municipal water is now at the park. The electrical upgrade project will be starting soon with hopes there will be air conditioning in the gym for the summer.

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

January 2014 Cash Disbursements

General Fund	\$403,359
<u>Highway Fund</u>	<u>\$391,365</u>
Total	\$794,724

2.) Personnel Policy Changes

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

RESOLUTION #86

NOW, THEREFORE, BE IT RESOLVED, to approve the changes to the personnel policy (attached).

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

3.) Personnel

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

RESOLUTION #87

NOW, THEREFORE, BE IT RESOLVED, to approve the temporary placement of Jason Brueckner to the foreman position until the return of Mike Monroe, at a rate of \$22.11 per hour, effective 3/7/14.

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

4.) Business Automation Systems (BAS)

On a motion introduced by Councilwoman Klepetar, the board adopted the following resolution:

RESOLUTION #88

NOW, THEREFORE, BE IT RESOLVED, to approve the purchase of FOIL tracking software for an initial cost of \$2,240 with annual maintenance of \$500 per year.

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

5.) 2013 Sales Tax and Mortgage Tax Revenue update

Mr. Reale said the 2013 sales tax and mortgage tax combined revenues make up 82% of the revenue for our total budget. We exceeded our mortgage tax revenue by \$264,000 and our sales tax fell short by \$123,000. Overall, we exceeded our projected revenue.

6.) GASB 45 OPEB update

Mr. Reale noted the town board authorized a contract with Jefferson Solutions. The report has been completed and was sent to the town board members. The unfunded liability for our OPEB costs are \$3,500,000.00 as of 2013. That cost goes up by approximately \$500,000.00 each year. GASB 45 is our post-employment benefits, today's cost to supply health care benefits to our current and retired employees. We pay as we go and it is in our budget, roughly \$140,000.00 for our current retirees. With GASB 45 the number has to be in the footnotes at the end of the audits. It does not have to be funded. It will be attached to our 2013 audit.

7.) IT Support for Staff

Mr. Reale said the IT at Town Hall and Gavin Park is growing. Our new website is more interactive with residents. There are videos on it and email lists. Employees now have voicemail to emails and messages go directly to their cellphones. Windows 8 is a big learning curve for employees. Microsoft has stopped updates for Windows XP and will have to be replaced. Our employees will have to be trained. We have a new domain server. The IT person is at town hall once a week and it is not enough. At some point we may have to hire an IT person. We have five servers and fifty work stations and it keeps growing. We have lost employees and the positions were not filled. The building department has new software and the inspections report is completed on the application. It goes right back to the server at town hall. It will save them a lot of time. There were four code enforcement officers and now there are two. Technology has helped a lot. It would be great to have an IT person here full time but we are not at that point yet. It will cost \$60,000.00 plus benefits and that is a lot of money. We may be able to renegotiate the contract and have a part time person. A lot of employees could use some training in Word, Outlook and Excel. **Deputy Supervisor Streicher** said the cost for IT has been between \$32,000 and \$37,000 over the past couple of years. He said he would rather spend a little more money increasing the time our IT person is here before hiring someone full time.

8.) Not on the Agenda

Mr. Reale noted there was a late request this afternoon from Steve Porto. He would like to hire Michelle Ducrot for the vacant part-time clerk position at a rate of \$13.75 per hour with a start date of March 10, 2014. **Supervisor Johnson** asked that was the base pay rate on our new salary schedule. Mr. Reale stated there isn't a base rate for part time employees. There used to be a guide and that rate is towards the bottom of the guide. A part time employee can work up to 17 ½ hours a week.

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

RESOLUTION #89

NOW, THEREFORE, BE IT RESOLVED, to approve the hiring of Michelle Ducrot to the

part-time clerk's position at Gavin Park at a rate of \$13.75 per hour with no benefits.

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

Executive Session

Supervisor Johnson said there will be an Executive Session for a personnel issue.

Deputy Supervisor Streicher made a motion to adjourn at for Executive Session at 8:05 p.m. The motion was seconded by Councilman McEachron with all board members in favor.

Deputy Supervisor Streicher made a motion to reconvene at 9:28p.m. The motion was seconded by Councilman McEachron with all board members in favor.

No action was taken in executive session.

Adjournment

On a motion introduced by Deputy Supervisor Streicher and seconded by Councilman Lant, the meeting was adjourned at 9:28 p.m.

Respectfully Submitted,

Susan Baldwin, Town Clerk

Supervisor, Arthur Johnson

Councilman, John Lant

Councilman, John McEachron

Deputy Supervisor Steve Streicher

Councilwoman Joanne Klepetar