

TOWN OF WILTON

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REGULAR TOWN BOARD MEETING-APRIL 7, 2016

Supervisor Johnson called the Regular Town Board meeting to order at 7:03 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 was Director of Planning and Engineering, Ryan Riper, P. E., Jeff Reale, Comptroller and Town Counsel, Mark Schachner.

Approve Pending Minutes

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

RESOLUTION #91

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes from the March 3, 2016 meeting, as typed.

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

Public Comment Session

Connie Towers said the 5th Annual Empty Bowls event for the Wilton Food Pantry will be held this Sunday, April 10, 2016, from 1 p.m. to 4 p.m. at the Saratoga Wilton Elks Lodge. Many have attended before and it is a great community event. Tell your neighbors to go out and enjoy a nice time. There is a silent auction, a simple bowl of chili or soup, water and rolls. Tickets are available tonight or at any Saratoga National Bank branch in Wilton. It is \$20 for a handcrafted bowl and \$15 for a produced bowl. If you buy tickets prior to the event you will save \$5. The bowl is a symbol of food insecurity in our neighborhoods. We have served over 340 families in the Town of Wilton over the past five years. We average 72 families per month. Some families come for a period of time for emergency food. We have over 170 families we serve and others use our services and get back on their feet. It's working families and people with health issues. Sometimes it's older folks who have lived in the community for years and just can't make ends meet anymore. Social Security isn't keeping up. Donate your time and effort and a little money for this fundraising event. We have a very ambitious goal of \$20,000 to be raised this year. You can pick a handcrafted bowl, the boy scouts will wash it for you and you can take it home as a reminder of people that do not have food on their table. It's a wonderful event. There are not that many community events in the town that gather in the afternoon except for the socials. The town is a very rural, spread out area and there used to be corners where people gathered. This is a great afternoon that is a reminder of that time, neighbor helping neighbor, corner event.

Supervisor Johnson said it's a great event and thanked the Ms. Towers and the Wilton Food Pantry Organization for all that they do for the residents of Wilton. He encourages all residents to get out and support the event.

Zoning Board of Appeals Resignation

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

RESOLUTION #92

NOW, THEREFORE, BE IT RESOLVED, to accept the resignation of Tony McCracken, with regret.

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

Draft Annual MS4 Stormwater Report

Ryan Riper, Director of Planning and Engineering, noted the draft annual MS4 Stormwater Report is available online for anyone to read, review and make comments. It is located under the Engineering tab. **Supervisor Johnson** said the town is required to file the report to DEC every year.

Wilton Wildlife Preserve and Park

Margo Olson, Executive Director of Wilton Wildlife Preserve and Park said in the first quarter of 2016 we were very busy. Some people were disappointed with the winter since there wasn't a winter. It was the first year we didn't groom the trails for cross country skiing. There was not sufficient snow. The trail usage continued throughout the winter. People walked and ran the trails. Normally we don't see a lot of usage because the parking lots are not plowed. In the winter we do a lot of in school programs and after school programs. We are coming up on the season with a lot of the field trip programs.

Our biggest excitement in 2016 is our 20th anniversary year. We were established in 1996. We have been planning activities and events. We have our big fundraiser in the fall, also highlighting our 20th anniversary.

On Sunday, June 5 we will have our big Wildlife Festival. The lupine will be in full bloom and the Karner butterflies will be out. We will have all kinds of activities to include nature walks, crafts and animal programs. The fire tower will be open.

We were notified we received a grant \$20,000 that will be publicly announced when the agency allows us. It will support our internship program. We first received a grant from the Land Trust Alliance and this is the fourth year we have had two interns. It has made a tremendous difference in the amount of programming we have been able to do and how much more outreach into the community.

The Town of Wilton has been doing a lot of work at Camp Saratoga. We are very appreciative of the work and repairs being done. Larry Gordon has been working with BOCES and they have done a lot of forestry work. **Supervisor Johnson** said the town is partners with Wilton Wildlife Preserve and Park.

Larry Gordon noted the fish will be delivered on Tuesday, April 12 between 12:00 p.m. and 1:00 p.m.

Town Code and Zoning Revision Committee

Supervisor Johnson said last November the town board adopted the updated Comprehensive Plan. Once the plan was complete, one of the tasks of the action plan, within the Comprehensive Plan, is to amend the town code and zoning ordinances to fit the changes made to the Comprehensive Plan. The committee will be appointed to review and amend the town code to ensure compliance with the Comprehensive Plan. The committee is tasked with guiding code update and providing draft revisions, which will come before the town board for approvals. The appointments are as follows, Robert Barrett and Chris Ramsdill both from the Zoning Board and members of the Comprehensive Plan update. Also Ron Slone, who was also on the Comprehensive Plan Committee and a member of the planning board and David Gabay, a member of the Planning Board will be on the committee. We have staff, Ryan Riper, Director of Planning and Engineering, Town Counsel, Mark Schachner, Mark Mykins, Building Inspector and Code Enforcement, Amy DiLeone, Zoning Board Secretary and Lucy Harlow, Committee Coordinator. The Town Board liaison will be Deputy Supervisor Steve Streicher.

Mr. Riper said the initial changes will be minor administrative items. There will be a meeting in a few months with the committee to go over a list of revisions that will be compiled by staff. **Councilman Lant** asked if people from outside of town hall should be on the committee. **Supervisor Johnson** said the committee will be making changes in accordance with the Comprehensive Plan. **Mr. Riper** said the changes will be made in phases. The first few phases are minor items such as code clarification and language that has been misunderstood. Green energy code regulations will be added. **Supervisor Johnson** said most of the items are technical. If there were particular zoning changes, the public would be included.

Councilwoman Klepetar said she gets nervous with the properties in the hamlet zone. We could end up with a Gordon building, with that density. There are parcels that are for sale in that zone. **Mr. Riper** noted the density is based on the acreage. **Councilman Lant** said multiple properties could be

purchased to get the acreage. **Mr. Riper** said the Gordon building was three individual parcels. **Supervisor Johnson** said it could happen unless the density requirements are changed. **Councilman McEachron** said he thought the density was going to be discussed with the Comprehensive Plan committee. **Mr. Riper** said the Comprehensive Plan update does not get into that kind of detail, only general areas like a hamlet. The code is the details of what is allowed within the hamlet. **Supervisor Johnson** said at one time there was no density requirement and then one was put in. **Councilman McEachron** asked when that was changed from 8 to 15. **Mr. Riper** said the density for a PUD is 8 units per acre. **Supervisor Johnson** said he thought it was 12 units per acre and it was reduced. **Larry Gordon**, Former Councilman, said he thought it happened in 2008. **Supervisor Johnson** said the hamlet had no density requirements, whatever would fit, and we recognized that was a problem and capped the number of units allowed. **Councilman McEachron** asked if that cap is 15 units per acre. **Supervisor Johnson** said it is. We updated the Comprehensive Plan and the items we are discussing now, like changing the density, it not part of what that committee's charge is. **Mr. Riper** said it is as the board directs. **Councilman McEachron** asked if it could be. **Mr. Riper** said it could. **Mark Schachner, Town Counsel**, agreed. **Connie Towers** said the town board can reevaluate the density at any time and change that section of law. That's where if the board does not like what it sees, can reduce the units per acre from 15 down to 12 or whatever the board thinks will work, so we don't run into the situation where everything is clustered too close. That is why we are having problems with some of the parking issues on some of the other planning board projects. There isn't enough parking. It is up to the town board to decide if you want to do it separately and introduce that section back into law. **Supervisor Johnson** said the first step is to get the zoning in line with the Comprehensive Plan and continue on with the second phase to deal with other issues. **Mr. Riper** said it can be done however the board directs. The Comprehensive Plan has two different hamlets. The one at Northern Pines and Ballard Road has been recognized as a different style of hamlet. It was discussed at the Comprehensive Plan update meetings that there should be two separate types of hamlets, the one at Northern Pines and Route 9 versus the one at Ballard Road and Northern Pines Road. **Councilman McEachron** asked if more people can be added to the committee. **Supervisor Johnson** said the meetings are open to the public. If a committee becomes too big it becomes unworkable. People are invited and will be able to give their input at any particular time. **Councilwoman Klepetar** said she's never heard anyone say "I love that building, the Gordon building and we should build more like that". The general consensus is it is oversized. **Councilman McEachron** said he's had people ask why when they built their home they had to be 100' from the road and they see this building that is 15' from the road, a mile away. **Supervisor Johnson** said that is part of hamlet zoning. It is close to the road to make it pedestrian friendly. The lands in the area will dictate what is to come. Other than what is across the street which is in the planning board process, there really is no more land for a building such as that, within the hamlet. **Councilman McEachron** said they could if they buy individual lots and combine them. **Supervisor Johnson** said the zone only extends north for a few more lots and they are already developed. **Councilwoman Klepetar** said there is one on Northern Pines Road and it is for sale. **Supervisor Johnson** said that parcel is a long narrow strip. **Mr. Riper** noted there are a lot of easements on the property. **Councilman McEachron** said if there isn't a chance of it happening then there shouldn't be a problem reducing the number of units per acre. That is something the committee can discuss and anyone can attend.

Committee Reports

Councilman McEachron said Highway Superintendent Woodcock has a problem with one of his trucks. He has a 1 ton Dodge, Truck #4, with a rotted frame and would like to go out to bid to replace it. The truck is used for patching roads. **Supervisor Johnson** asked Councilman McEachron if he wanted to authorize the Highway Superintendent to get some estimates with no commitment to purchase.

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

RESOLUTION #93

NOW, THEREFORE, BE IT RESOLVED, to authorize the Highway Superintendent to receive estimates for a new truck, with no commitment to purchase.

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

Fee Committee

Mr. Reale noted a draft copy of the proposed fee changes is on the back of the Comptroller's Report for Town Board review. The changes can be revisited next month.

Ethics Advisory Board Appointment

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

RESOLUTION #94

NOW, THEREFORE, BE IT RESOLVED, to approve the appointment of the following members to the Ethics Advisory Board for a two year term;

**Charles Garrison
Leonard Fornabia**

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

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

RESOLUTION #95

NOW, THEREFORE, BE IT RESOLVED, to approve appointment of Scott Kingsley, to the Zoning Board of Appeals to fulfill the unexpired term of Tony McCracken ending 12/31/2017.

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

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

RESOLUTION #96

NOW, THEREFORE, BE IT RESOLVED, to approve appointment of Joseph Sabanos, as 2nd Alternate, to the Zoning Board of Appeals for a term ending 12/31/2016.

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

Comptroller's Report

1.) February 2016 Cash Disbursements

General Fund	\$241,133
Highway Fund	<u>\$156,367</u>
Total	\$397,500

2.) 2016 Budget Transfers and Budget Amendments

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

RESOLUTION #97

NOW, THEREFORE, BE IT RESOLVED, to approve the 2016 budget transfers and amendments requested for and listed in the Comptroller's 4/7/2016 report (attached) to the Town Board.

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

3.) Personnel

a.

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

RESOLUTION #98

NOW, THEREFORE, BE IT RESOLVED, to ratify the request for overnight travel for Kathy Austin to attend NYS Assessors Association in Cheektowaga, New York on April 8, 2016.

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

b.

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

RESOLUTION #99

NOW, THEREFORE, BE IT RESOLVED, to approve the request for overnight travel for Kirklin Woodcock to attend the Highway School for Superintendents in Ithaca, NY June 5, 2016-June 8, 2016.

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

4.) Wilton Heritage Society-Museum

Mr. Reale said the museum is in need of structural repair. The Historian submitted a letter to the board. **Councilman Lant** asked if there is a fund. **Mr. Reale** said it would come from the general fund. The preferable way to handle this would be to amend the current contract. The estimate is approximately \$20,000.

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

RESOLUTION #100

NOW, THEREFORE, BE IT RESOLVED, to amend the contract with the Wilton Heritage Society to reflect an additional \$20,000.

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

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

RESOLUTION #101

NOW, THEREFORE, BE IT RESOLVED, approve a budget transfer from A1990.4, Contingency to A7520.452, Museum for \$20,000 for structural repairs.

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

5.) Annual Update Document

Mr. Reale said the town's annual financial report has been filed with the town clerk and with New York State. The report is on the town's website for yearend 2015. Our independent auditors were in the office last week. Their report should be available next month.

Credit Card Policy Update

Mr. Reale noted that when the auditors were here, they noticed the credit card policy requires all employees to fill out a purchasing log. It has not been enforced because the credit card itemizes the purchases. They recommended the purchasing log be removed from our credit card policy.

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

RESOLUTION #102

NOW, THEREFORE, BE IT RESOLVED, approve the amendment to the Credit Card Policy, removing the "Purchasing Log", as the monthly bill itemizes all purchases.

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

Handicapped Playground Project

Mr. Reale said we are in the process of receiving grant money and donations for this project at Gavin Park. The equipment is all under state contract which is approximately \$56,000. The rubber floor of the playground which will allow for wheelchair accessibility is another part. There are three different types of flooring. The park staff has researched all of the flooring and recommended a carpet by Parkitects. They are an exclusive distributor. The flooring is approximately \$39,000 and we have to adhere to the town's procurement policy. They are an exclusive distributor of the product and they are a sole source. Because of the amount, the town board should be aware of it and comfortable using the vendor. **Supervisor Johnson** said the retail rate is \$17 per square foot and the parent of Kaitlin has negotiated a price of \$13 per square foot. The total area is 3,000 square feet. **Mr. Reale** said Steve Porto sent him a good comparison with three different types of flooring, engineered wood fiber, poured in place and the durable carpet surfacing. Of the three types, Parkitect manufactures the durable carpet surfacing. The product lasts longer and is cheaper to maintain than the other two products. **Supervisor Johnson** said Parkitect is supplying the playground equipment and it would be nice to work with one vendor. **Mr. Reale** said the total cost is about \$95,000 with \$52,000 for equipment, \$39,000 for the flooring and \$4,600 in installation fees. We are getting a grant from the state and donations, the town will not be incurring any expense. **Supervisor Johnson** said they have raised over \$50,000. The town will front the difference which will be returned with the Assembly grant along with some other projects at Gavin Park totaling \$125,000.

Mr. Reale asked the town board to approve Parkitect as a sole source and approve the budget amendment to increase the revenue by \$100,000 in grants and donations. Also increase the revenue for playgrounds (A7110.2).

Larry Gordon asked if the price included installation of the playground and the flooring product. **Supervisor Johnson** said some of the installation will be done by Parkitects but there are in-kind volunteers doing most of the installation. **Mr. Gordon** said the town should ensure the installation meets the warranty and the warranty holds true when done by volunteers.

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

RESOLUTION #103

NOW, THEREFORE, BE IT RESOLVED,
approve Parkitect as a sole source vendor
for the purchase of the flooring material for
Kaitlin's Korner.

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

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

RESOLUTION #104

NOW, THEREFORE, BE IT RESOLVED, approve a budget amendment to increase the revenue of Grants and Donations by \$100,000 from A2705 and an increase to Parks A7110.2.

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

Executive Session

Supervisor Johnson said there will be an Executive Session to discuss acquisition and/or sale of property.

Councilwoman Klepetar made a motion to adjourn for Executive Session at 7:45 p.m. The motion was seconded by Councilman Lant with all board members in favor. The motion carried 5-0.

Councilman McEachron made a motion to reconvene at 8:07 p.m. The motion was seconded by Councilwoman Klepetar with all board members in favor.

Supervisor Johnson noted one action was taken in Executive Session.

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

RESOLUTION #105

NOW, THEREFORE, BE IT RESOLVED, to authorize the sale of Town of Wilton property to Hollingsworth and Vose, Inc. in accordance with their offer, subject to permissive referendum.

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

Adjournment

On a motion introduced by Councilman Lant and seconded by Councilwoman Klepetar, the meeting was adjourned at 8:08 p.m.

Respectfully Submitted,

Susan Baldwin, Town Clerk

____ Supervisor, Arthur Johnson

____ Councilman, John Lant

____ Councilman, John McEachron

____ Deputy Supervisor Steve Streicher

____ Councilwoman Joanne Klepetar

DRAFT