

# **TOWN OF WILTON**

**22 TRAVER ROAD**

**WILTON, NEW YORK**

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## **REGULAR TOWN BOARD MEETING-June 1, 2017**

Supervisor Johnson called the Regular Town Board meeting to order at 7:05 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 Mark Schachner, Town Counsel and Ryan Riper, P. E., Director of Planning and Engineering.

### **Approve Pending Minutes**

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

#### **RESOLUTION #111**

**NOW, THEREFORE, BE IT RESOLVED,** to approve the minutes from the May 4, 2017 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**

**Nancy Gatlin** of 28 Timbira Drive asked if the Town of Wilton has any say in the development of Mount McGregor. **Supervisor Johnson** said it is under the control of the New York State Department of Corrections and Empire State Development. The prison is not in the Town of Wilton, it is in the Town of Moreau. The access road and one building are both in Wilton. The proposals were due today. The experience with Empire State Development is the state has always conferred with the Town of Wilton, Moreau and Corinth when looking for support for a particular project. We don't have absolute say but the state wants to make sure that whatever project is approved is supported by the three communities. **Mrs. Gatlin** said she was referring to the nuclear business that has been proposed. It is nuclear powered internal engine with nuclear power and they are bringing in plutonium. She said she is wondering how safe it is and is it something we want in our town. **Supervisor Johnson** said we will have a say but will not have an absolute veto. If that particular project is awarded there are a lot of questions to be answered. That particular person submitted previously under a prior RFP. Meeting with state officials, there are a lot of questions to be answered regarding the proposal. If it becomes one of the recommended proposals, we will have input. **Mrs. Gatlin** said she hoped the public would be invited even though it is not the Town of Wilton. **Supervisor Johnson** said the Town of Wilton will be part of the discussion.

#### **Court Building/Senior Building Concept Presentation**

**Chris Dooley** of MJ Engineering said they have been tasked with looking at the court and senior center based on the fact the town's court is outdated. With the amount of business the court is getting, the town needs to update to meet the OCA (Office of Court Administration) standards. We are looking at how to build new facility on the site as well as maximize the space the town has. The existing site (indicating) shows the location of all of the buildings. One of the best benefits would be to move the senior center, off site, to a town parcel on Northern Pines Road. This locates the Senior Center offsite from the municipal complex to a site directly across from a senior housing unit. It allows us to take advantage of the land and create a pocket park. The new senior center would be a one way drive in, drive out with a small pocket park, an outdoor area for the seniors and residents to include and walking trail for the future. It allows for the town court and senior center to remain operational while constructing the new buildings. Phase one would be to construct the new senior center and demolish the old center when the seniors move to the new facility. We would clear the site and construct the new court facility. We are proposing a new 10,000 square foot court building, designed for today and the future. The close proximity to the Northway lends itself to the Town of Wilton becoming a district court. In order to become a district court, we would design into the future to allow for more business. The existing court building houses several town offices. We are looking to put an addition of the town hall to accommodate the offices and allow for a larger community room. This would separate the court facility and all court functions from the rest of the town facilities and the senior center. This would be ideal for the flow and the type of business being done in the court versus what is done in the senior center. We are looking to go into Phase 1 design of the senior center. We would like to wrap up the documents later this year in order to get good bid pricing and break ground in the spring of next year. While that is being bid out, the design of the court building and the town hall addition will be completed and the bid put out so. The plan is for the foundations to be in late summer/early fall of 2018.

**Deputy Supervisor Streicher** asked if the area in front of the highway department is all parking. **Mr. Dooley** said it would be for public parking for town hall or busy days at court. Parking in the rear of the new court building will be for staff. Staff parking should be segregated. There will be approximately 65 new parking spaces. **Supervisor Johnson** asked if there will be any type of connection between

buildings. **Mr. Dooley** said they will be separated but will have sidewalks to get to each building. **Supervisor Johnson** asked if the existing meeting room at town hall will remain. **Mr. Dooley** said the new community room can be used as a meeting room or a community room. **Councilman Lant** said there was discussion about building new offices in the existing meeting room for the displaced town offices currently in the court building. **Councilman McEachron** said the new community room would also be used for voting. **Councilwoman Klepetar** asked if the two new buildings are single level. **Mr. Dooley** said they are. A multi-story facility was considered but elevators would be necessary. Having offices or the senior center above the court was problematic. It seemed to make functional sense to give the seniors their own place across from a senior housing facility. **Councilman McEachron** said it was also less expensive to build single level buildings. **Deputy Supervisor Streicher** asked if there is an estimated cost for the entire project. **Mr. Dooley** said the cost is slightly less than \$6 million dollars. **Supervisor Johnson** said the next step would be to have the town board accept the concept if everyone is happy with it. There is a budget transfer for funding for the capitol project in the comptroller's report. **Deputy Supervisor Streicher** said \$6 million dollars is a lot of money. He said wants to make sure this is necessary. Town hall needs updating because of growth. Is the court system volume expanding so much we need to increase the size of the court building? **David Towne, Wilton Town Justice**, said the number of tickets doesn't have a lot to do with the size of the building. Court has been busier and the building is outdated. There are a whole host of reasons. **Councilman Lant** said there are state mandates. We are going to have court in the Town of Wilton for the whole county once or twice a week. The building is outdated. The other plan for a single, multi-story building was going to cost more. **Deputy Supervisor Streicher** said he isn't part of the committee and wants to get all of the facts right. What about the idea of gutting the entire building and remodeling the interior. **Mr. Dooley** said the standards that are required now, in terms of how you bring in prisoners versus general population versus the offices, jury rooms and chambers that are necessary. Once the town updates it has to be up to OCA standards. The existing building does not lend itself well to updating to those standards unless an addition was put on to the existing building. **Supervisor Johnson** asked if the Office of Court Administration offers any funding towards a building like that. **Mr. Dooley** said he met with the OCA and they do have grants available as well as other grant opportunities. **Councilman Lant** said he met with Matt Chivers and he is working with us trying to get money. **Councilman McEachron** said the grants are available every year. **Deputy Supervisor Streicher** said he was unaware the Town of Wilton was being considered as a district court site. Does that bring in more money? **Mr. Dooley** said it was a possibility. **Justice David Towne** said it is now mandatory to have counsel at all arraignments. The subject has to have a public defender and a district attorney even in the early morning hours. The district court breaks the county into three districts, northern, central and southern. It is comprised of nine or ten courts per district. We would be on call for every court in the district. With Wilton being centrally located it is a possibility that the arraignments would be here, Milton or Clifton Park. Any township located on the Northway is advantageous. This is something we will be mandated to do. **Supervisor Johnson** said the building is clearly outdated and would not be able to handle the new requirements. **Councilwoman Klepetar** said money was allocated for a feasibility study. It seems like all of this is now in the works without knowing the results of the feasibility study. It was obviously determined that neither building could be saved. It is a lot of money. **Councilman McEachron** asked how much the new fire house cost. **Supervisor Johnson** said it really isn't a lot of money in today's

world. The feasibility study was done in conjunction with MJ Engineering and the appointed committee. This is their recommendation. **Councilman McEachron** said the first numbers presented were over \$8 million dollars. We are down to \$6 million dollars and still working on a lower number. **Mr. Dooley** said he is present tonight because they are at the end of the feasibility study as well as the site development study. **Supervisor Johnson** said court, seniors and town employees were conferred with. The project is not only for today's needs it is also for the future. **Deputy Supervisor Streicher** said there was discussion regarding monies available through grants. What is the maximum amount? **Councilman McEachron** said \$30,000. **Mr. Dooley** said that is for the court. There are other grants available such as NYSERDA for additional funds to help offset the cost. **Councilwoman Klepetar** said there are probably grants for senior centers. **Mr. Dooley** said MJ Engineering is researching all grants available. **Deputy Supervisor Streicher** said there is a range of 25% to the \$6 million. It could be 25% more or less. **Supervisor Johnson** said this is moving forward with the particular design and getting an estimated amount. We are not voting on a \$6 million dollar project, we are looking to move forward and have the design work done. It is a conceptual approval. It covers the soft costs involved. We will go to bond for the project and also use some cash. This vote doesn't mean there won't be future votes regarding financing. **Councilman McEachron** said there were a lot of meetings to get to this point. It is now being presented to the rest of the board. Unfortunately, not all board members can be at the meeting. **Mr. Dooley** said new cost estimates are being brought to every meeting. As we get closer and more detailed in design and go over the \$6 million dollar number we start shaving things off. We are designing for the future but if we need to scale back to fall within a budget, we can do that. **Deputy Supervisor Streicher** asked how many more employees will be necessary to take care of the two sites. **Councilman McEachron** said the town hall addition is a meeting room and doesn't foresee any added costs. **Mr. Dooley** said the new buildings should reduce the maintenance costs as compared to the older building. **Supervisor Johnson** said, fortunately, the town has no debt. The bonding will not be a big issue. **Deputy Supervisor Streicher** asked if the town hall addition would only be a meeting room. **Councilman McEachron** said it will be used for board meetings, voting and a community room. **Councilman Lant** said the Town Historian, Wilton Water and Sewer Authority and the Dog Control Officer will have offices at town hall. **Deputy Supervisor Streicher** asked how big the new meeting room will be. **Mr. Dooley** said it will be between 1,000 and 1,200 square feet. **Mr. Riper** said those details, the footprint of the addition, the capacity of the room and the additional square footage for each office, will have to be analyzed. **Deputy Supervisor Streicher** asked if this motion was only to move forward on the concept of this design. **Supervisor Johnson** said it is only for the concept. **Councilman McEachron** said one plan involved constructing a two story building. Another plan included purchasing a parcel for \$200,000. Another design was an L shaped building. **Supervisor Johnson** said the seniors are happy to be off the main complex. **Nancy Dwyer** asked if the current court building was ever considered for the Senior Center. **Councilman McEachron** said it was never considered. The plan was to continue holding court during the construction phase. That's when the plan became very expensive. **Mr. Dooley** said if we were going to keep the court building open and build strictly on this parcel; the seniors would have been displaced. It would've been expensive to rent a space for them. **Supervisor Johnson** said the senior building is in better condition than the court building. **Mr. Dooley** said the project is designed for 30 years. If a project is built for what you need today and have to expand in ten year, the cost is a lot more. **Councilwoman Klepetar** said we need to make sure this is everything we want. Should we have a room

that sits empty for so many hours a day? Can this room be used by community groups? It is very hard to find places in Wilton to meet. **Councilman Lant** said that is why it is called a community room. We plan on using it.

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

**RESOLUTION #112**

**NOW, THEREFORE, BE IT RESOLVED,** to approve conceptual plan for the Wilton Court, Senior Center and Town Hall addition, as presented by MJ Engineering.

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

**WWPP Quarterly Report**

**Margo Olsen, Director of Wilton Wildlife Preserve and Park** said this Sunday, June 4, 2017 is our Annual Wildlife Festival. We chose this weekend because the wild Blue Lupine is in bloom and the butterflies are out. The park is at its peak in terms of being able to show off our efforts in conservation, environmental conservation and getting people on the trails. It is also National Trails Day. It will be held from 11:00 a.m. to 3 p.m. Ballston Spa National Bank gives us a small grant every year for someone to come in and give a wild animal program. The Wilton Rotary is also a sponsor this year.

We have been very busy. We did get an official notice from New York State Conservation Partnership Program Grant which is administered by the Land Trust Alliance. Between the three grants we received over \$20,000. A lot of that goes towards supporting our environmental education interns. Without them we would be a staff of one with wonderful volunteers. This enables us to do all of the program presentation that we do.

We have had the most school groups coming through with Saratoga Springs, Glens Falls, Schuylerville, Ballston Spa and Burnt Hills.

**Ms. Olsen** said the forecast keeps changing for Sunday but we have the dining hall, pavilions and the IP Lodge even if it is raining. Participants are very happy to use the facilities rain or shine. It is a drop in community event and free to the public. The school programs are charged a small fee but most of the other programs are offered free of charge like the nature walk, butterfly walks, nature crafts and the pond exploration. During summer camp, we work with the kids at Gavin Park on Mondays and Tuesdays.

**Ms. Olsen** said the new pavilion and the bathrooms are a big hit. In years past the only available facilities were the outhouses.

**American Red Cross**

**Supervisor Johnson** said there has been an emergency shelter agreement with Gavin Park has been in place for many years. Recently it was updated and the gym needs to be officially designated as a shelter in case of emergency.

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

**RESOLUTION #113**

**NOW, THEREFORE, BE IT RESOLVED,** to approve the Red Cross Shelter Agreement for use of the Gavin Park Recreation Building for disaster relief services.

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

**Community Action Month**

**Supervisor Johnson** said we received a request from Saratoga Economic Opportunity Council to declare the month of June as Community Action Month. They do a great job in Saratoga County fighting poverty and they have asked for our support.

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

**WHEREAS,** The Town of Wilton joins to support observances that raise awareness of the war on poverty that affects people across our state, nation, and the world, through various organizations such as the creation of Economic Opportunity Act in 1964 by President Lyndon Johnson; and

**WHEREAS,** the Community Action Agencies were developed to address poverty in local communities; and

**WHEREAS,** history has proven that coordinated community action efforts of government, business and local communities have had significant effects at reducing poverty. The key to this success is local people helping local people; and

**WHEREAS,** The Town of Wilton recognizes Saratoga County Economic Opportunity Council's work as the designated

Community Action Agency and their work to address poverty in our communities.

**NOW, THEREFORE,** Supervisor Arthur Johnson, does hereby proclaim June 2017 as

### **Community Action Month**

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

### **Independent Auditor's Report**

**Supervisor Johnson** noted the Independent Auditor's Report was presented to the Town Board last month and requires a motion to accept it.

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

### **RESOLUTION #114**

**NOW, THEREFORE, BE IT RESOLVED,** to accept the Independent Auditor's Report as presented by the Town Comptroller at the May 4, 2017 meeting.

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

### **Committee Reports**

**Councilman McEachron** said Highway Superintendent Woodcock is having a difficult time getting the employees out to the worksite due to the larger trucks only holding two passengers in the cab. He found a used truck with 15,000 miles that will hold six passengers. **Councilman McEachron** said he would like to get the approval to allow for bidding on the truck, following the town's procurement policy. The bus is now gone and that was used to transport employees to the job sites. **Highway Superintendent Woodcock** asked if there were other options if the truck isn't available. **Councilman McEachron** said something comparable would have to be found.

**Highway Superintendent Woodcock** said he has a quad cab truck for his own use. Is there an option to get something different and turn that truck over to the department? That truck is two years old; it's a brand new truck. **Councilman McEachron** asked what type of vehicle would be looking for. **Superintendent Woodcock** said whatever would be the cheapest or you can leave it the way it is.

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

**RESOLUTION #115**

**NOW, THEREFORE, BE IT RESOLVED,** to authorize the Highway Superintendent to solicit bids for a used six passenger truck.

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

**Councilman McEachron** congratulated Mike Monroe for completing the requirements for Level 1 of the Cornell University Road Master recognition program.

**Deputy Supervisor Streicher** said the committee to replace our retiring Parks and Recreation Director has been interviewing.

**Supervisor Johnson** said there was a study done on 1,200 towns in New York State. The Town of Wilton scored #8 in New York State for small businesses to operate.

**Supervisor Johnson** said the town won a significant court case today. The judge prevailed over the tax-ability of The Home of The Good Shepard. They challenged they were tax exempt. Congratulations to Dan Vincelette, our tax attorney, Kathy Austin, Nicole Monroe and Tina Weber.

**Comptroller's Report**

**1.) 2017 Budget Amendments and Transfers**

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

**RESOLUTION #116**

**NOW, THEREFORE, BE IT RESOLVED,** to approve the 2017 budget transfers requested for and listed in the Comptroller's 6/1/2017 Report (attached) to the Town Board.

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 Councilman McEachron, the board adopted the following resolution:

**RESOLUTION #117**

**NOW, THEREFORE, BE IT RESOLVED,** to approve the 2017 budget amendments requested for and listed in the Comptroller's 6/1/2017 Report (attached) to the Town Board.

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

**2.) Personnel**

**a.**

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

**RESOLUTION #118**

**NOW, THEREFORE, BE IT RESOLVED,** to approve overnight travel for Tina Weber to attend the New York State Assessors Association in Ithaca, NY, July 16-21, 2017.

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

**b.**

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

**RESOLUTION #119**

**NOW, THEREFORE, BE IT RESOLVED,** to accept the resignation of William Lloyd from the Maintenance Worker position effective 5/30/2017.

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

**c.**

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

**RESOLUTION #120**

**NOW, THEREFORE, BE IT RESOLVED,** to accept the resignation of Stephen Porto from the Recreation Director position effective 6/12/2017.

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

On a motion introduced by **Deputy Supervisor Streicher** and seconded by **Councilman McEachron** all board members in favor, the meeting was adjourned at 7:58 p.m.

Respectfully Submitted,

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Susan Baldwin, Town Clerk

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

\_\_\_\_\_ Deputy Supervisor, Steve Streicher

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

\_\_\_\_\_ Councilman, John McEachron

\_\_\_\_\_ Councilwoman Joanne Klepetar