

OPEN BIDS: Spec. No. HE-1 (Attachments for Back Hoe)

The required Notice to Bidders was legally advertised in the Daily Gazette, the Post Star and the Saratogian Newspapers.

At 7:04 p.m., Supervisor Johnson called the bid opening to order. There were no bids for the Attachments for the Back Hoe.

OPEN BIDS: Spec. No. HE-2 (Live Bottom Trailer)

The required Notice to Bidders was legally advertised in the Daily Gazette, the Post Star and the Saratogian Newspapers.

Immediately following the first bid opening Supervisor Johnson called the second bid opening to order. The Town Clerk opened and read the one bid received aloud as follows:

Tracey Road Equipment Trailer Package Price	\$49,980.00
115 Railroad Ave. Ext. Air Suspension	2,942.50
Albany, NY 12205 Electric Tarp	462.00
Crank Landing Gear	<u>506.00</u>
	\$53,890.50

REGULAR TOWN BOARD MEETING

Immediately following the bid openings, Supervisor Johnson called the regular 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
Raymond O'Connor-Deputy Supervisor
Lawrence Gordon-Councilman
Ian McGaughey-Councilman
Charles Gerber-Councilman

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

Organizational Resolutions #1-#54

Supervisor Johnson noted that there are a couple of changes and a few new resolutions this year. He then pointed out those changes and additions and asked for a motion and a second to approve the following annual resolutions:

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.

RESOLUTION #7: **EMPLOYEE SALARIES-RESOLVED**, to pay Elected, Management and Hourly Appointed employees according to the Wage & Salary Schedule effective 1/1/07-12/31/07 under separate cover.

RESOLUTION #8: **STANDARD WORKDAY FOR TOWN EMPLOYEES-RESOLVED**, that

the Town Board hereby establishes the following standard workday for elected and appointed officials for the purpose of determining days worked reportable to the New York State and Local Employees Retirement System:

Elected Officials

Supervisor 5 day work week, 6 hour day Councilman 5 day work week, 6 hour day Justice 5 day work week, 6 hour day Receiver of Taxes 5 day work week, 6 hour day Town Clerk 5 day work week, 7 hour day Highway Superintendent 5 day work week, 8 hour day

Appointed Officials

Highway Department 5 day work week, 8 hour day
All Other Departments/Ees. 5 day work week, 7 hour day

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, 2007	(Monday)	New Year's Day
January 15, 2007	(Monday)	Martin Luther King Day
February 12, 2007	(Monday)	Lincoln's Birthday
February 19, 2007	(Monday)	Washington's Birthday
May 28, 2007	(Monday)	Memorial Day
July 4, 2007	(Wednesday)	Independence Day
September 3, 2007	(Monday)	Labor Day
October 8, 2007	(Monday)	Columbus Day (Obs.)
November 12, 2007	(Monday)	Veterans Day
November 22, 2007	(Thursday)	Thanksgiving Day
November 23, 2007	(Friday)	Post Thanksgiving Day
December 25, 2007	(Tuesday)	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:

Town Clerk	200
Town Justices (2) (\$50 each)	100

Planning Board Chairman	50
Zoning Board Chairman	25
Tax Collector	150
Recreation Director	200
Highway Superintendent	50
Dog Control Officer	50

TOTAL PETTY CASH ALLOCATED \$ 825

RESOLUTION #12: CELLULAR PHONES-RESOLVED, that the following employees are authorized to use cellular telephones:

Kirklin Woodcock, Highway Superintendent
Michael Monroe, Working Foreman
Frank Holden, Working Foreman
Ronald Stunzi, Dog Control Officer
Keith R. Manz, Town Engineer
Roger Blauvelt, Building Inspector
Robert Roeckle, Fire Marshall
Steve Porto, Recreation Director
Arthur J. Johnson, Supervisor
Larry Gordon, Councilman/Highway Liaison
Delbert Kenyon, Maintenance Worker
Mark E. Mykins, Assistant Building Inspector
Jeff Reale, Comptroller

RESOLUTION #13: LIAISONS-RESOLVED, that the following will serve as liaisons to the departments indicated:

Keith Manz Wilton Water & Sewer Authority
Larry Gordon Vector Control
Nancy Riely Insurance
Larry Gordon Highway Department
Charles Gerber Parks & Recreation
Charles Gerber Americans w/Disabilities Committee
Arthur Johnson Wilton Emergency Squad
Ian McGaughey Justice Department
Ian McGaughey Safety Review Committee

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 DEPARTMENT (EN CON MEMORANDUM

OF UNDERSTANDING)-RESOLVED, to enter into a Memorandum of Understanding with the New York State Department of Environmental Conservation for the period January 1, 2006 through December 31, 2010 for the protection of the water resources of certain classified waters in New York State as set forth in Article 15, Title 5 of the Environmental Conservation Law.

RESOLUTION #16: 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 FURTHER 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 #17: 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 \$500.

RESOLUTION #18: 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 #19: 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 #20: 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 #21: 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 #22: INDEPENDENT BOARD OF ASSESSMENT & REVIEW

RESOLVED, to establish a five-member Independent Board of Assessment & Review with terms of office effective from October 1 to September 30 (5-year terms).

RESOLUTION #23: 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 1/1/07- 12/31/07.

b.) Zoning Board _____ Joseph O'Brien _____ Current term 1/1/07-12/31/07 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 # 24 ELECTRICAL INSPECTIONS-RESOLVED, pursuant to a unanimous decision of the Town Board on February 17, 1994 and January, 2004, that the following agencies are approved to perform electrical inspections in the Town of Wilton:

N. Y. Board of Fire Underwriters (Albany, N. Y.)
Allied Electrical Agency (Queensbury, N.Y.)
Atlantic Inland, Inc. (Greenwich, N. Y.)
Independent Consolidated Inspection Serv., Inc. (Hudson Falls, N.Y)
Commonwealth Electrical Inspection Service, Inc. (Glens Falls, N.Y)
Tri-State Inspection Agency, Inc. (Warwick, N. Y.)
Middle Department Inspection Agency, Inc. (Watervliet, NY)
"The Inspector" LLC (Chateaugay, N. Y.) (7/1/99)

RESOLUTION #25: 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 #26: 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 #27: 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 & Assessments shall include with each tax bill a notice that elderly and disabled taxpayers may designate an adult third party to receive duplicate copies of tax bills and notices of unpaid taxes
AND, BE IT FURTHER RESOLVED, that all eligible taxpayers must file said application on or before the first day of November of each year.

RESOLUTION #28: TAX COLLECTOR DEPOSITS-RESOLVED, pursuant to Gen Mun Lw §11, to authorize the Receiver of Taxes & Assessments 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 #29: OFFICIAL DEPOSITORIES-RESOLVED, pursuant to Tn Lw §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
Trustco Bank
Key Bank of New York
NBT Bank
Ballston Spa National

All Official Depositories must enter into a Custodial Agreement with the Town of Wilton if deposits exceed \$100,000.

RESOLUTION #30: INVESTMENT POLICY-RESOLVED, pursuant to a unanimous decision of the Town Board on June 3, 1993 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.

RESOLUTION #31: FIXED ASSETS PROGRAM-RESOLVED, pursuant to a unanimous decision of the Town Board on May 7, 1987 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. The town has established the following criteria for expenditures that are considered inventoriable fixed assets:

- (a) At time of purchase, item must have a life of two years or more.
- (b) Must have a cost of \$500 for a single item or \$750 for a group purchase.

RESOLUTION #32: 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, and amended on December 4, 2003 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 and;

FURTHER, BE IT RESOLVED, pursuant to Resolution #69 adopted January 4, 2007, the new "Regulations for Contract and Spending" would amend the Purchase Order System/Procurement Policies & Procedures.

RESOLUTION #33: RETURN CHECK CHARGE-RESOLVED, pursuant to Resolution #247 adopted on 9/8/98, to charge \$20.00 for checks returned as unpaid.

RESOLUTION #34: TOWN COMPTROLLER-RESOLVED, pursuant to Resolution #301 adopted on January 15, 1992, 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 #35: 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 #36: TELEPHONE TRANSFERS-RESOLVED, pursuant to a unanimous decision of the Town Board on August 13, 1987, that the Principal Account Clerk is authorized to make 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.**

RESOLUTION #37: CERTIFIED PUBLIC ACCOUNTANTS-RESOLVED, to retain Certified Public Accountants to provide professional services (under separate contract).

RESOLUTION #38: 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 at "no cost" to the Town. **(NEW) Please review**

RESOLUTION #39: CONTRACTS-RESOLVED, that the following is a true list of all contracts/agreements with the town:

*on-going contracts:

DeVall, Richard F. (Town Attorney) *
Grant, Ulysses S. (Friends/Cottage) *
Heritage Society (Wilton)*
Klepetar, Thomas, M.D. (Health Officer) *
Manz, Keith ., P.E. (Town Engineer) (10/1/92 as amended 5/5/94 & 12/2/04)
Pulsifer, Robert., Sr. (Asst. Town Attorney) *
Reale, Jeffrey, (Town Comptroller) 1/1/06-12/31/07)
Saratoga Co. Animal Shelter (Impoundment of Dogs) *
Saratoga Co. (Co. maint. & operate shelter dogs)
Saratoga Co. Office of Aging (Nutrition Agmt.) *
Saratoga Co. Office of Aging (Transportation Agmt.)*
Saratoga Co. Youth Bureau (Youth Week program) (7/24/03)
Saratoga Springs City School District (7 Summer camp buses)
Saratoga Springs City School District (Dorothy Nolan)(use voting machines) (9/23/04)
Saratoga Youth Court (The prevention Council)(Yearly)
South Glens Falls School Dist. (Use of Voting Machines) (9/23/04)
Wilton Emergency Squad *
Wilton Wildlife Preserve & Park (Annual Contract) *

RESOLUTION #40: 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 Carol Maynard to the position of Records Management Officer.

RESOLUTION #41: 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 Carol Maynard to the position. Amount

included in salary. (This appointment is the responsibility of the Supervisor).

RESOLUTION #42: 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 #43: SAFETY OFFICER, RESOLVED, to appoint Nancy Riely to the position. Established 2/1/96 (Hazard Communication Program).

RESOLUTION #44: FIRE MARSHALL, RESOLVED, to appoint Robert Roeckle to the position of Fire Marshall, established in 1998.

RESOLUTION #45: 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 \$13,260 per annum.

RESOLUTION #46: 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 \$ 10,426 per annum.

RESOLUTION #47: TOWN CONSTABLE- RESOLVED, to establish the position of Town Constable **AND, BE IT FURTHER RESOLVED**, to appoint Ronald Stunzi to the position at no remuneration.

RESOLUTION #48: TOWN HISTORIAN-RESOLVED, to establish the position of Town Historian **AND, BE IT FURTHER RESOLVED**, to appoint Jeannine Woutersz to the position at \$ 1,764 per annum.

RESOLUTION #49 INSECT CONTROL COORDINATOR- RESOLVED, to establish the position of Insect Control Coordinator **AND, FURTHER BE IT RESOLVED**, to appoint Larry Gordon to position at no remuneration.

RESOLUTION #50: TOWN HEALTH OFFICER- RESOLVED, to establish the Position of Town Health Officer **AND, FURTHER BE IT RESOLVED**, to appoint Dr. Thomas Klepetar to the position at \$3,000_____ per annum (under separate contract).

RESOLUTION #51: TOWN ATTORNEY-RESOLVED, to establish the position of Town Attorney, **AND, BE IT FURTHER RESOLVED**, to appoint Richard F. DeVal to the position at \$26,750 per annum and at \$145 per hour for services involving formal litigation and bond counsel (under separate contract).

RESOLUTION # 52: ASSISTANT TOWN ATTORNEY-RESOLVED, to establish the position of Assistant Town Attorney **AND, BE IT FURTHER RESOLVED**, to appoint Robert Pulsifer, Sr. to the position at \$11,570 per annum (under separate contract).

RESOLUTION #53: DEPUTY SUPERVISOR-RESOLVED, to establish the position of Deputy Supervisor **AND, BE IT FURTHER RESOLVED**, to appoint Raymond F. O'Connor, to the position at \$4,225 per annum. (This appointment is the responsibility of the Supervisor).

RESOLUTION #54: 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**. **(NEW) Please review.**

On a motion introduced by Deputy Supervisor O'Connor, the board adopted the following resolution:

RESOLUTION # 55

NOW, THEREFORE, BE IT RESOLVED, to approve the annual Organizational Resolutions #1-#54 as submitted with amendments and additions.

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

Deputy Supervisor O'Connor abstained from voting on Resolution #29 due to his relationship to Saratoga National Bank.

Resolution #29 (Official Depositories)

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

RESOLUTION # 56

NOW, THEREFORE, BE IT RESOLVED, to approve resolution #29 (Official Depositories) of the Annual Organizational Resolutions.

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

Deputy Supervisor O'Connor and Councilman Gerber, abstained from voting.

Approve Pending Minutes

Supervisor Johnson asked for a motion and a second to approve the pending minutes from the last meeting.

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

RESOLUTION # 57

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes from the December 7, 2006 meeting as typed, without amendment.

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

Highway Equipment (Awarding Bids)

Supervisor Johnson asked Highway Superintendent Kirklin Woodcock, if he was ready to discuss the bids and award them. **Superintendent Woodcock** told the board that the original bid was for \$49,980, but there is a list of options on the back page of the specs. that is not included and there are two options that should be included. One is the electric asphalt tarp for \$462.00 and the two speed crank style landing gear for \$506.00. It would also be nice to have the air suspension for the trailer, if the board would like to spend \$2,942.50. **Supervisor Johnson** asked if Superintendent Woodcock recommends getting the three options. **Superintendent Woodcock** agreed.

On a motion introduced by Deputy Supervisor O'Connor, the board adopted the following resolution:

RESOLUTION # 58

NOW, THEREFORE, BE IT RESOLVED, to award the bid for the Live Bottom Trailer with options 1, 4 and 5 to Tracey Road Equipment total amount \$53,890.50 and;

FURTHER, BE IT RESOLVED, to approve a budget amendment in the amount of \$3,890.50 for the difference over the \$50,000 budgeted amount.

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

**Approve Bids for Highway Garage
Fuel Island**

Supervisor Johnson asked Engineer Manz to discuss this item. **Engineer Manz** told the board that there was one bid from R.M. Dalrymple Co. last month in the amount of \$85,661.16. The budgeted amount was \$80,000. We would like to add at least \$5,000, maybe \$10,000 for unforeseen extras. After some discussion, Supervisor Johnson asked for a motion and a second to adopt.

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

RESOLUTION # 59

NOW, THEREFORE, BE IT RESOLVED, to accept the bid submitted by R.M. Dalrymple Co. in the amount of \$85,661.16 and add an additional amount for unforeseen extras. Total amount \$95,000.

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

Deputy Supervisor O'Connor, abstained from voting due to his relationship with the company.

Supervisor Johnson asked Comptroller Reale, if the extra amount required a budget amendment since it was not budgeted for. Comptroller Reale told the board it could come out of contingency.

Wilton Wildlife Preserve & Park **Quarterly Report**

Supervisor Johnson recognized Wilton Wildlife Preserve & Park Director Sarah Clarkin. **Ms. Clarkin**, introduced Cheri Brunault, an intern from the Student Conservation Association Education & Conservation program. She started her 39 week internship October 9th. Ms. Clarkin then discussed some of the highlights mentioned in her report such as: The Community Outreach & Education expanding the program this year to include first and second graders at Dorothy Nolan and Ballard Rd. School; A local contributor is donating a weather station and accompanying computer to WWPP to be located at 80 Scout Rd.; Deegan Brook/Wetland Signage, A combination of public and private dollars is funding this sign, to be located on the Old Gick Farm Parcel; Trail Brochures, work continues on the development of a new trail brochure that will incorporate all trails in one publication. Ms. Clarkin went to explain all the upcoming educational programs and upcoming events in her report the board. (See the quarterly report for additional information). Supervisor Johnson asked if anyone had any questions. No questions, he then thanked Ms. Clarkin for coming.

Zoning Changes

Supervisor Johnson asked Deputy Supervisor O'Connor, to discuss this item. Deputy Supervisor O'Connor, stated that a month ago there were a number of issues that came up regarding our Zoning regulations; Planned Unit Development in the RB-1 Zone and others that have been around for some time that needed to be addressed just because they have been miswritten. Others need minor modifications in order to make them consistent and also make sure they were accomplishing the goals that were set forth in the Comprehensive Plan for the Town. The Town Board members have a copy of the proposed changes and we are looking to set a public hearing for February. Deputy Supervisor O'Connor also stated that the board had a particular situation where we had a proposed Planned Unit Development that the board didn't necessarily agree was consistent with the PUD Ordinance. But our regulations stated that the Town Board was required to refer any Planned Unit Development proposals to the Town Planning Board and the County Planning Board. So we went through this referral process and the project was voted down. It was a proposal that should not have gotten that far. One of the key changes is when the board receives any Planned Unit Development proposals it will be in the Town Boards sole discretion whether or not to make a referral and that we have 90 days to make a referral, to give the board time to look at an application and get more information. Supervisor Johnson set the public hearing for February 1, 2007, at 7:00 p.m..

Reappointments

- a.) **Planning Board**
Don Needham (Alternate) Current term to expire 12/31/06

On a motion introduced by Deputy Supervisor O'Connor, the board adopted the following resolution:

RESOLUTION # 60

NOW, THEREFORE, BE IT RESOLVED, to reappoint Donald Needham as an alternate member of the Planning Board current term to expire 12/31/06, new term 1/1/07-12/31/07.

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

- b.) **Wilton Water & Sewer Authority**
 Scott Duffy (Member) Current term to expire 12/31/06

On a motion introduced by Deputy Supervisor O'Connor, the board adopted the following resolution:

RESOLUTION # 61

NOW, THEREFORE, BE IT RESOLVED, to reappoint Scott Duffy to the position of member of the Wilton Water & Sewer Authority, current term to expire 12/31/06, new term 1/1/07-12/31/11.

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

- c.) **Ethics Board**
 Eugene Cole (Member) Current term to expire 12/31/06

 Patricia Studenroth (Member) Current term to expire 12/31/06

 Tim Huff (Member) Current term to expire 12/31/06

On a motion introduced by Deputy Supervisor O'Connor, the board adopted the following resolution:

RESOLUTION # 62

NOW, THEREFORE, BE IT RESOLVED, to reappoint Eugene Cole, to the position of

member of the Ethics Board, current term to expire 12/31/06, new term 1/1/07-12/31/10 and;

FURTHER BE IT RESOLVED, to reappoint Patricia Studenroth to the position of member of the Ethics Board, current term to expire 12/31/06, new term 1/1/07-12/31/10 and;

AND FURTHER BE IT RESOLVED, to reappoint Tim Huff to the position of member of the Ethics Board, current term to expire 12/31/06, new term 1/1/07-12/31/10.

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

- d.) **Zoning Board**
 Mike Worth (Member) Current term to expire 12/31/06

 David Towne (Alternate) Current term to expire 12/31/06

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

RESOLUTION # 63

NOW, THEREFORE, BE IT RESOLVED, to reappoint Mike Worth to the position of member of the Zoning Board of Appeals, current term to expire 12/31/06, new term 1/1/07-12/31/13.

AND, FURTHER BE IT RESOLVED, to reappoint David Towne to the position of alternate member of the Zoning Board of Appeals term to expire 12/31/06, new term 1/1/07-12/31/07.

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

Road Acceptance

Preston Court (Northern Pines PUD)

All criteria met

Supervisor Johnson asked Town Attorney DeVal, if everything was in order for the board to accept the road. **Attorney DeVal**, stated that everything is in order, however, there is a drainage basin that is going to be deeded to the town as well. That is not ready to be accepted tonight, but the road can be accepted.

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

RESOLUTION # 64

NOW, THEREFORE, BE IT RESOLVED, to accept Preston Court Sta 0+00 to 4+10.55 located on Northern Pines Road as a Town Roadway.

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

Contract for Shared Highway Services
For all surrounding Municipalities

Supervisor Johnson stated that the town needed to put an updated contract in place for shared services. The Town Attorney has reviewed this as well as the Highway Superintendent. I would like to set a fee schedule with this. **Deputy Supervisor O'Connor**, questioned how the town would be compensated financially for the use of equipment borrowed. **Comptroller Reale** stated that he had contacted Malta and they keep a tally of all the times they help out other communities and the times other communities help Malta out and at the end of the year if Malta helped out more then other communities there will be a bill. **Councilman McGaughey** asked if there would always be a dollar amount to each of these transactions. **Comptroller Reale** stated it would be up to the highway department to keep track of. They will know how many hours a vehicle will be in another municipality. **Highway Superintendent Kirklin Woodcock** explained the way he has handled sharing equipment with other municipalities and stated he did not want to change it. **Deputy Supervisor O'Connor** stated that he believed in the system of municipal cooperation, what I am more concerned about is the accountability of it. So that when our books get audited or we get some sort of inquiry from an outside agency how is that documented. I would like to see a report on a quarterly basis. **Supervisor Johnson** stated he would like to see a set fee schedule for renting equipment.

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

RESOLUTION # 65

NOW, THEREFORE, BE IT RESOLVED, to accept the contract for Shared Highway Services with an amendment to number 12 of the contract to state quarterly rather then yearly.

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

Committee Reports (If Any)

Supervisor Johnson asked if there were any committee reports. There were none.

Comptroller's Report
(Including Bills & Transfers)

Budget (Transfers) (2006)

On a motion introduced by Deputy Supervisor O'Connor, the board adopted the following resolution:

RESOLUTION # 66

NOW, THEREFOR, BE IT RESOLVED, to approve the budget transfers requested for and listed in the Comptroller's 1/4/07 report to the Town Board.

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

Personnel

a.) Employee Policy Changes/Additions/Deletions

Comptroller Reale stated that at the last Town Board meeting the supervisor set up a committee to go over the proposed employee policy changes. Comptroller Reale went over some of the changes that were in the copies given to the board.

On a motion introduced by Deputy Supervisor O'Connor, the board adopted the following resolution:

RESOLUTION # 67

NOW, THEREFORE, BE IT RESOLVED, to approve the proposed Employee Policy Changes, Additions and Deletions effective January 1, 2007.

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

b.) Education (Zoning Conference)

On a motion introduced by Deputy Supervisor O'Connor, the board adopted the following resolution:

RESOLUTION # 68

NOW, THEREFORE, BE IT RESOLVED, to approve the request submitted from the following employees/officials to attend the Saratoga County Planning and Zoning Conference to be held in Saratoga Springs on January 24, 2007 at a cost of \$30/person.

a.) Al Mottau	d.) Walt Jennings
b.) William Rice	e.) Dave Towne
c.) Hal Van Earden	f.) Tammy Morgan

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

Regulations for contracts and Spending

Comptroller Reale explained that he had looked at the County's Regulations for Contract and Spending and he liked it. So he reworded it to fit the town. We are mandated to have our own internal policy and this explains what a contract is and define the procedures. Comptroller Reale stated he would like see departments get back to using the Procurement Worksheets. Also it will give the Town Comptroller the authority to sign contracts up to \$10,000 if it is already in the budget.

On a motion introduced by Deputy Supervisor O'Connor, the board adopted the following resolution:

RESOLUTION # 69

NOW, THEREFORE, BE IT RESOLVED, to amend Organizational Resolution # 32 (Purchase Order System/Procurement policies & Procedures) and refer to the new "Regulations for Contract and Spending" effective January 4, 2007.

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

Capital Projects #432 Gurn Springs

On a motion introduced by Deputy Supervisor O'Connor, the board adopted the following resolution:

RESOLUTION # 70

NOW, THEREFORE, BE IT RESOLVED, to close out Capital Project # 432 Gurn Springs account as of 12/31/06.

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

Wilton Emergency Squad Contract

On a motion introduced by Deputy Supervisor O'Connor, the board adopted the following resolution:

RESOLUTION # 71

NOW, THEREFORE, BE IT RESOLVED, to authorize the Supervisor to enter into an agreement with Wilton Emergency Squad to provide emergency services for the Town of Wilton. Total amount of contract is \$428,236.

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

Comptroller Reale stated that the County has approved our request to move Robert Roeckle up to the Temporary Building Inspector position to fill in while Roger Blauvelt is out. **Supervisor Johnson** explained that he had asked the county to approve this position for 90 days due to the fact that Roger has been out a lot and Bob has been taking over the supervisory responsibilities.

On a motion introduced by Deputy Supervisor O'Connor, the board adopted the following resolution:

RESOLUTION # 72

NOW, THEREFORE, BE IT RESOLVED, to approve the 90 day, temporary appointment of Building Inspector for Robert Roeckle, to move to a grade 9, effective January 7th to April 7th, 2007.

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

Executive Session

Supervisor Johnson asked for a motion and a second to adjourn to executive session to discuss a litigation matter and a personnel issue.

On a motion introduced by Deputy Supervisor O'Connor, and seconded by Councilman McGaughey, the board adjourned to executive session at 8:00 p.m..

On a motion introduced by Deputy Supervisor O'Connor, and seconded by Councilman Gordon, the board reconvened the Regular Town Board Meeting at 8:45 p.m..

Items discussed in executive session

Supervisor Johnson stated there was no action taken in executive session on the items discussed.

Supervisor Johnson: If there is no other business, I will entertain a motion to adjourn.

On a motion introduced by Deputy Supervisor O'Connor, and seconded by Councilman McGaughey, the meeting was adjourned at 8:46 p.m., all in favor.

Respectfully Submitted,

Carol Maynard, Town Clerk

Supervisor, Arthur Johnson

Councilman, Raymond O'Connor

Councilman, Charles Gerber

Councilman, Larry Gordon

Councilman, Ian McGaughey