

Stillwater Town Board
Business Meeting/Public Hearing
(Utility permit-Village)
January 20, 2010 7:00 PM
Stillwater Town Hall

Present: **Councilman Artie Baker**
 Councilman Ken Petronis
 Councilwoman Lisa Bruno
 Councilwoman Virginia Whitman
 Supervisor Ed Kinowski

Also Present: **Sue Cunningham, Town Clerk**
 Mark Minick, Supt of Highways
 James Trainor, Attorney for the Town
 Joe Lanaro, Engineer for the Town

Supervisor Kinowski called the meeting to order and led everyone in the Pledge to the Flag.

Town Clerk, Sue Cunningham took the roll call.

Special Presentation Resolution #13 & 14

Supervisor Kinowski made a special presentation to Michael Marshall (20 years of employment) and Robert Wood (33 years of employment) upon their retirement of dedicated service to the Town of Stillwater Highway Department.

Supervisor Kinowski also presented them with a similar proclamation from Senator Roy McDonald.

7:06 PM Public Hearing

The purpose of the Public Hearing is to consider granting a Utility Permit to the Village of Stillwater in the Town's permanent easement areas along Cold Springs Road.

Supervisor Kinowski called the public hearing to order.

Public Input

John V. requested the Town Board postpone the public hearing.

With everyone having the opportunity to be heard Supervisor Kinowski declared the public hearing adjourned at 7:10 PM.

7:00 PM Regular Business Meeting

Communications: Sue Cunningham, Town Clerk reported that due to extreme cold temperatures moving in the outdoor activities for this weekends Frost Faire has been cancelled.

Appointment of Deputy Town Clerk: Sue Cunningham, Town Clerk appointed Barbara McManus as Deputy Town Clerk.

Adoption of Minutes: Motion by Councilwoman Whitman and seconded by Councilman Petronis to adopt the Re-Organizational minutes of January 6, 2011. **Motion carried.**

Reports

Councilwoman Whitman

Hudson Ave Signs: Councilwoman Whitman inquired if new Hudson Ave road signs were ever ordered do to the 911 change.

Supt Minick stated that he did not order any signs but will look into it.

Entrance Signs: Councilwoman Whitman requested the Town Board consider replacing some of the smaller welcome to Stillwater signs.

Emergency Management: Councilwoman Whitman reported when the next emergency management meeting would be.

Yearly Report: Councilwoman Whitman gave her yearly report. (Attached)

time and made available to employees for review and approval as necessary. The employees will initial said time sheet and the Highway Superintendent will sign for certification prior to submittal for payment to the Bookkeeper.

“Said time sheets will be forwarded to the Bookkeeper by 10:30 AM on the Monday following each pay period. Time sheets not approved by employee and supervisor, or received by the bookkeeper beyond 10:30 AM, could delay payment until the next scheduled payroll.”

Motion by Councilman Baker and seconded by Councilwoman Bruno to adopt Resolution #9.

Discussion: Councilwoman Whitman commented on making an insert available to the personnel policy
Supervisor Kinowski stated an insert would be made to replace the current pages affected by the change.

A roll call vote was taken as follows on Resolution #9:

Supervisor Kinowski	Yes
Councilman Baker	Yes
Councilman Petronis	Yes
Councilwoman Bruno	Yes
Councilwoman Whitman	Yes

Motion carried. Resolution #9 was adopted unanimously

Resolution #10 **Appoint a Professional Service Contractor as the
Acting Director of the Department of Building,
Planning and Development**

Introduced by: _____ Supervisor _____

WHEREAS, the Town of Stillwater is reorganizing the Department of Building, Planning and Development and finds it necessary to hire an independent contractor; and

WHEREAS, said contractor will replace Mr. Raymond Abbey as the Acting Director of the Department of Building, Planning and Development effective on or about the first pay period in February 2011; and

WHEREAS, said contractor, will be a licensed professional with the necessary skills and abilities to perform the duties as the Acting Director;

Now, therefore, be it

RESOLVED, that the Supervisor is authorized to enter into a contract with Richard R. Butler, Architect, to serve as the Acting Director of the Department of Building, Planning and Development, and shall be paid an annual retainer of \$45,000.00 payable monthly for personal services rendered to the Town Board, Planning Board and Zoning Board of Appeals, respectively; and be it further

RESOLVED, additional architectural services, as directed by the Town Board, shall be payable to Mr. Butler on an hourly basis at the rate of \$70 per hour.

Motion by Councilman Baker and seconded by Councilwoman Bruno to adopt Resolution #10.

Discussion: Councilwoman Bruno inquired when the new acting director would be starting and if he has resigned from the Planning Board yet.

Supervisor Kinowski stated that he would be starting the first pay period in February and as of today he has not received his resignation from the Planning Board.

A roll call vote was taken as follows on Resolution #10:

Supervisor Kinowski	Yes
Councilman Baker	Yes
Councilman Petronis	Yes
Councilwoman Bruno	Yes
Councilwoman Whitman	Yes

Motion carried. Resolution #10 was adopted unanimously.

Resolution #11 Regarding Lakes to Locks Passage Community

Introduced by: _____ Supervisor _____

WHEREAS, Lakes to Locks Passage was created through a grassroots planning process, resulting in New York State Byway designation in 2002; and

WHEREAS, Lakes to Locks Passage applied for, and received, designation by the Federal Highway Administration as an All-American Road in 2002; and

WHEREAS, Lakes to Locks Passage, Inc. is a 501c3, not-for-profit corporation with the mission to further the appreciation, recognition, stewardship and revitalization of the natural, cultural, recreational and historic assets of the communities along the interconnected waterway of the upper Hudson River, Champlain Canal, Lake George, Lake Champlain, Chambly Canal and Richelieu River; and

WHEREAS, Lakes to Locks Passage consists of four sub-regions – Champlain Canal, Lake George, Lake Champlain, Richelieu Valley – to recognize the “geographical sense of place’ and the grassroots planning process to develop the policy, program and product of the organization; and

WHEREAS, the vision of Lakes to Locks Passage, Inc. is of public, private and non-profit organizations working together to balance the scenic, historic, natural, cultural, recreational, and working landscape resources in harmony with community revitalization; and

WHEREAS, Lakes to Locks Passage strives to unify the region’s historic, cultural, natural and recreational resources to establish a world-class destination for national and international travelers; and

WHEREAS, Lakes to Locks Passage promotes The Byway as “a great place to live, establish a business, invest public resources, and to visit” to national and international markets; and

WHEREAS, Lakes to Locks Passage, Inc. has established a working relationship with communities in the Richelieu Valley of Quebec through a 2005 Memorandum of Understanding with the CRE Montérégie Est in Quebec to implement cross-boarder tourism promotion; and

WHEREAS, Lakes to Locks Passage has brought the byway communities opportunities for funding community revitalization and quality-of-life improvements through the Federal Highway Administration’s National Scenic Byway Program and the Transportation Enhancements Program, as well as numerous other public and private funding sources; and

WHEREAS, further implementation of the initiatives of Lakes to Locks Passage requires on-going support and commitment at the grassroots level;

Now, therefore, be it

RESOLVED, the Town Board recognizes that Lakes to Locks Passage, Inc. has come into existence with the purpose and ability to plan and carry out projects and programs to benefit the communities of the Lake Champlain, Lake George, and Champlain Canal regions; and be it further

RESOLVED, that the Town will benefit as a supporter of Lakes to Locks Passage and as a Lakes to Locks Passage Waypoint Community will participate in the planning, implementation and promotion of Lakes to Locks Passage initiatives to the furthest extent possible; and be it further

RESOLVED, that the Waypoint Community Heritage Center for the Town shall be The Blockhouse.

celebrated at The Stillwater Town Hall, Stillwater, New York, on Thursday, January 20, 2011; and

WHEREAS, with him throughout has been his Wife, Mary; together they have two Children, all of whom feel privileged to be a part of his life and rejoice in his achievements; and

RESOLVED, that as a duly elected Supervisor of the Town of Stillwater, I congratulate

Michael Marshall

We are blessed to have such an outstanding citizen, one who is truly worthy of the honor and esteem of his community, the Town of Stillwater and the great State of New York. I am proud of Michael Marshall's accomplishments and honored to recognize his efforts.

Motion by Councilman Baker and seconded by Councilwoman Bruno to adopt Resolution #13.

A roll call vote was taken as follows on Resolution #13:

Supervisor Kinowski	Yes
Councilman Baker	Yes
Councilman Petronis	Yes
Councilwoman Bruno	Yes
Councilwoman Whitman	Yes

Motion carried. Resolution #13 was adopted unanimously.

Resolution #14 **Roberts Woods 33 years Retirement**

CONGRATULATING Robert Wood upon the occasion of his retirement after 33 years of dedicated service to the Town of Stillwater Highway Department.

WHEREAS, A Great Town is only as great as those people who give exemplary service to their community; and

WHEREAS, Robert Wood's remarkable career of professional and public service to the Town of Stillwater and the citizens of the Town warrants the recognition and praise of the Town Board; and

WHEREAS, Attendant to such concern, and on behalf of the Town of Stillwater Town Board, I am justly proud to congratulate Robert Wood upon the occasion of his retirement after 33 years of dedicated public service to the Town of Stillwater Highway Department, to be celebrated at The Stillwater Town Hall, Stillwater, New York, on Thursday, January 20, 2011; and

WHEREAS, with him throughout has been his Wife, Kathy; together they have three daughters and six beautiful grandchildren, all of whom feel privileged to be a part of his life and rejoice in his achievements; and

WHEREAS, Robert Wood has given not only of his time and energies, as a lifelong volunteer with the Arvin Hart Fire Company, and currently serving as Fire Chief, but also of his expertise, intelligence, leadership and thus has been designated for special honor; now, therefore, be it

RESOLVED, that as a duly elected Supervisor of the Town of Stillwater, I congratulate

Robert Wood

We are blessed to have such an outstanding citizen, one who is truly worthy of the honor and esteem of his community, The Town of Stillwater and the great State of New York. I am proud of Robert Wood's accomplishments and honored to recognize his efforts.

Motion by Councilman Baker and seconded by Councilwoman Bruno to adopt Resolution #14.

Mike C. inquired about the cost the Town acquired to pay off some Community Center debt and consolidation of shared services.

Supervisor Kinowski stated that the Town paid approximately \$16,000 towards a back fuel bill but the Board took in consideration that the Town has used the building on several occasions and not paid for anything. He also stated that he was forming a citizen committee regarding shared services and asked him to consider being put on the committee.

John V. commented on Resolution #10 as to why they were not naming a director instead of acting director and commented on trailer park zoning laws being grandfathered in.

Audited Claims

Motion by Councilwoman Whitman and seconded by Councilman Baker to pay the audited claims.

General	#22-#53	\$18527.61
Highway	#18-#36	\$7102.64
Town Outside	#12-#23	\$9010.03
Water & Sewer	#1-#6	\$7502.26
Capital Projects (CSR)	#3-#9	\$24457.04

Motion carried.

Motion by Councilman Baker and seconded by Councilman Petronis to adjourn into executive session for personnel reasons at 8:05 PM. **Motion carried.**

Respectfully submitted by

Sue Cunningham
Stillwater Town Clerk.