

**Stillwater Town Board
Agenda Meeting
March 1, 2007 7:00 PM
Stillwater Town Hall**

Present: **Councilman Artie Baker
Councilman Ken Petronis
Councilwoman Joan Ronda
Councilwoman Jo Ann Winchell
Supervisor J. Gregory Connors**

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

Supervisor Connors called the Agenda Meeting to order and led everyone in the Pledge to the Flag.

Roll call was taken by the Town Clerk.

Approval of Minutes: Motion by Councilwoman Ronda and seconded by Councilman Petronis to approve the minutes of the February 1, 2007 Agenda Meeting of the Stillwater Town Board.
Motion carried.

Reports & Resolutions *(Town Board Members & Dept Heads)*

Supervisor Connors

Brown's Beach: Town Officials have met with the NYSDOT and developers regarding the proposed and submitted traffic study. Based on that meeting the town has asked and the developer has agreed to prepare a new traffic study for the project. We continue to receive inquiries from residents with respect to this project and try to respond in as quick a fashion as possible. Once the new traffic study is received and a revision to the proposed amendments, consistent with the Town Board's requests in the first workshop, is received the new information will be reviewed by the Town Board and another Public Workshop will be scheduled;

Cold Springs Road Corridor Project: The town has been advised that the preliminary design for this project is now complete. We have invited all residents living in the Cold Springs Road Corridor Project area to a 3rd Public Workshop now scheduled for Wednesday, March 7th at Panza's Restaurant. The workshop will begin at 7:00 PM. This project remains on schedule for final design completed by July 1st.

Comprehensive Plan: It has been recommended by our Town Engineer that the town-wide Comprehensive Plan be amended. The proposed amendment will give a more specific definition to transportation improvement needs that may be necessary to address future planned development throughout the Town. This recommendation has been brought forward as a result of the funding made available to the Town for Cold Springs Road. The amendment will position the Town to be considered for other transportation improvements in Stillwater using Multi-Modal money as provided by NYSDOT on an annual basis.

Office of the Aging Grant: I am pleased to report that the Saratoga County Office of the Aging has approved the Town of Stillwater's request for funds to assist in the purchase of a new van for use by CCEC. \$16,000.00 in funds, made available to Saratoga County through a state grant will be provided. The van is currently used to transport Stillwater and Stillwater area senior citizens to medical appointments and social events throughout the Capital District.

Financial Reports: I am pleased to distribute to the Members of the Town Board and Department Heads our Budget & Financial Reports for January 2007. In addition, I am distributing to the Members, consistent with Resolution 2006-211 a report by the Office of Fiscal Management of those transfers necessary to balance our books and close out our 2006 Budget. I want to acknowledge the efforts of our employees in Fiscal Management as well as our Department Heads. The Director of Fiscal Management reports that it was only necessary to transfer just over \$18,000.00 to balance our 2006 Budget. This low amount, the lowest in a number of years, is testimony to the sound budget proposed and adopted for 2006 by my office and this Town Board; makes good use of taxpayer funds and gives all of us a very clear understanding as to the actual cost of local government.

Empire State Development Corporation: We have been notified by the NYS Empire State Development Corporation that they have approved our grant for \$100,000.00 for use in the construction of the Multi-Use Trail. Grant funds now total \$470,300.00 in grant funds alone supporting this very important parks & recreation project.

Moll Conveyance to the Town of Stillwater: As an update to the Members, in our continuing effort to assist the Moll Family with problems created over 50 years ago by the construction of Route 4 & 32, I have met with the Moll Family and representatives of Saratoga PLAN with the intention of conveying to Saratoga PLAN the riverfront parcel intended to be donated to the Town. Saratoga PLAN does not have the same strict requirements for accepting conveyances and we hope that this new initiative will result in a win, win for all concerned.

NYSAOT Annual Conference & Training: I was very pleased to see the large number of town officials and employees attend this annual training opportunity. As Supervisor I picked up a number of tips ranging from Fiscal Management, Employee Relations, Emergency Management & Disaster Preparedness to Town Center Development and Administration of the day-to-day operation of Town Government. I am sure that all my colleagues had the same favorable experience.

HUD Rehabilitation Grant: As the Members are aware we have received an overwhelming response by our residents supporting an application to HUD for Housing Rehabilitation Funds. As the Members also know, the Town Board authorized a RFP to be returned by COB, Friday, February 23rd. We received one proposal from Camoin Associates in Saratoga Springs. Camoin Associates has extensive experience in preparing and submitting HUD Rehabilitation Grants. They have proposed an aggressive schedule in order for the Town to submit our grant application by April 9th. To that end, I will be asking the Town Board to consider a Resolution needed for our Business Meeting to authorize \$7,700.00 to prepare and submit this grant. I also propose that these funds be appropriated with the \$4,500.00 in health insurance savings we realized at the end of 2006 (now part of the 2006 unexpended balance) as well \$3,300.00 from the 2007 Town Budget Grant Appropriation.

Councilwoman Ronda

Councilwoman Ronda requested two Resolutions for the next meeting.

1. A Resolution authorizing the purchase of 5 vertical blinds for the Historians Office at a cost not to exceed \$499.
2. A Resolution authorizing the Deputy Town Historian to attend the Annual Spring Conference held in Utica.

Election: Councilwoman Ronda reported that they need to notify the Board of Elections by May 1st of the polling places to be used.

Councilwoman Ronda stated that it has been discussed to move District #3 back to Arvin Hart on Campbell Rd and there has been a request to move District #2 & District #6 from the Community Center to St. Peter's Parish Center. She said that it has been discussed in the past to move District #4 from the Town Hall to the Riverside Fire Station.

A discussion was held on moving the districts around. The committee will have a recommendation on this at the next meeting.

Water: Councilwoman Ronda stated that they met with the City of Mechanicville in regard to negotiating the water contract. She requested executive session after the meeting to discuss contractual.

Councilman Baker

Councilman Baker requested a Resolution declaring the senior van as surplus property to be sold.

Councilman Petronis

Town logo: Councilman Petronis stated that he looked into having a new Town logo designed and submitted three different designs to the Board Members for their input. (The Board chose the design without the extra cannon balls).

Buildings: Councilman Petronis reported on several leaks to the Town Hall Roof and stated that the roof needs some major work. He also reported on a survey he had done regarding the outside of the building. He said that there was a structure crack, leaks, and mortar loose which resulted in bricks being loose.

Councilman Petronis stated that some repairs to the generator needed to be made.

Councilwoman Winchell

Landfill: Councilwoman Winchell announced that three 'Clean-Up Saturdays' have been scheduled for 2007. They will be held on May 26, August 4 and November 3. The transfer

station will remain the Highway Garage. The program will operate the same hours and same fees. She also provided advertisement for the Town Clerk to post regarding the five full-time Recycling Centers in Saratoga County. The listing states locations, hours of operation and items that are accepted.

In regards to the 4th Quarter Route 423 Land-fill Gas Monitoring Report submitted by the Town Engineers last week, it should be forwarded on because the data listed within does not exceed DEC standards.

Association of Towns Conference: Councilwoman Winchell distributed a listing of the workshops she attended during February's NYC Conference. She hopes to reproduce her notes relating to policy, State standards, and general information that will increase productivity in services and programs the Town currently has. She thanked the Board for the opportunity to attend. She further stated that there was a credit card issue upon arrival at the conference. Registrants informed her that the Town's credit card for deposit was not accepted. Councilwoman Winchell hopes that the status of the credit card can be investigated.

Saratoga County Water System: Councilwoman Winchell requested for the third time that a Workshop Session be planned very soon to update the Board on the status of the county-wide water system. She stated that she was recently contacted by a resident voicing concern for the proposed water tower on the site. It would be helpful to view documents from the County Water Committee and newly created Water Authority.

Assessor's Office: Councilwoman Winchell praised the Assessor, Colleen Adamec and her Clerk, Shelia Clothier-Silec for their efforts this week to contact as many residents as possible urging them to apply for the STAR exemption. They validated many new applications. Mrs. Silec volunteered to meet with residents after hours. She also appreciated the assistance of the Town Clerk's Office in assisting with the forms prior to the Taxable Status Date of March 1.

Attorney for the Town: (Robert Beebe)

Ambulance: Attorney Beebe stated that they are putting together an analysis in regard to the Stillwater Rescue Squad contract and becoming a taxing district.

Town Roads: Attorney Beebe stated that he received a call from the Court regarding signage stating no parking on Town roads between Nov and April. He said that signs should be posted at all entrances to the Town of Stillwater.

Councilman Baker stated that signs are already posted on Town roads.

A discussion was held on whether they should still have to post signs at the entrances to the Town.

Attorney Beebe stated that if signs are already posted on Town roads then they shouldn't have to post them at the entrances.

Litigation: Attorney Beebe stated that they are still working on two lawsuits and are preparing a summary of all 2006 litigation for the auditors.

Brown Beach: Attorney Beebe stated that he is preparing the draft legislation for Browns Beach.

Intermunicipal Agreement: Attorney Beebe stated that they are working on the agreement in regard to LFTC.

Sewer District #2: Attorney Beebe stated that the transactions have been completed.

White Sulphur Springs: Attorney Beebe stated that they were in the process of tying up loose ends.

Administrative Hearing: Attorney Beebe stated that there was a question as to whether the Board adopted the order to remedy in the recent unsafe buildings hearing that was held.

Supervisor Connors stated that they did.

Councilwoman Winchell stated that she didn't believe that they did.

A discussion was held on Administrative Hearings in regard to unsafe buildings.

Attorney Beebe stated that they need to come to terms of whether they adopted the order to remedy because it needs to be adopted to proceed further.

Engineer for the Town (Joe Lanaro)

Engineer Lanaro submitted a report to the Board Members and briefly went over the report. (A copy is filed in the Town Clerks office for anyone wishing to review).

Town Clerk (Sue Cunningham)

Sue Cunningham submitted the monthly report for the Building Planning & Development Department.

Sue Cunningham stated that she received an amendment to the zoning ordinance and asked if the Board received their copy from their mailboxes.

Sue Cunningham reminded the Board that a member of the Board of Assessment term has expired and they need to reappoint/appoint someone to that position.

Fire Marshall/911 Administrator (Bob Palmieri)

Code Enforcement Technician: Bob Palmieri stated that he completed his training which certifies him as a code enforcement technician.

Hillside Colony: Bob Palmieri stated that upon renaming a couple of the roads for 911 purposes they will be ready to proceed with the renumbering of the lots.

Public Input

(Names of residents are on original minutes filed in Town Clerk's Office)

Resident I commented on his driveway being part of Town Property and that he doesn't feel he should have to shovel it when it snows. He also stated that the owners of Hillside should build an office, clubhouse and mailbox as one unit and move the election district back up there.

Resident II commented on how the conduct of business is held at the Community Center in regard to the removal of Board Members. He suggested that the Town Board form a committee to investigate how meetings are held, finances, etc.

Resident III commented on how he has been removed from the Community Center Board. He stated that he has spent many hours volunteering for different functions and felt that his being removed from the board was not justified.

Supervisor Connors asked if he felt that money the Town appropriated to the Center was being administered properly.

Resident III stated that bills are being paid on time but maybe the Board should look into salaries of personnel and how money is spent.

Councilwoman Winchell stated that she was notified of this situation on Sunday morning. She said that the Town liaison committee met on Tuesday with the Community Center for two hours and discussed several items and issues.

A discussion was held on the meeting that Councilwoman Winchell and Councilman Baker had with the Center.

Resident IV commented on the situation at the Community Center and stated that he was confused on why the Board member was removed from the Community Center Board.

Resident V commented on the Trail Grant and inquired how long the trail was.

Supervisor Connors stated that it was approximately 1 1/2 miles. It went from Halfway House Rd down to the Riverside section of Town.

Resident V asked which water District was involved in the lawsuit.

Supervisor Connors stated that residents in Water District 4 & 3 initiated the lawsuit.

Resident V inquired on the zoning in regard to the height of the buildings proposed for the Brown's Beach development and asked why they have zoning when they change it constantly.

Supervisor Connors stated that the Brown's Beach PDD is consistent to what was adopted in 1988 and that nothing has been granted yet in regard to the developer's proposal.

Resident VI inquired about the budget, the reorganizing of the Building, Planning & Development Dept and the hiring process.

Supervisor Connors stated that the hiring would be consistent with civil service.

Resident VI stated that there really hasn't been much of an increase in building permits so if the Town hires through civil service would the Town be stuck with employees that are not needed.

She also inquired if the Town would follow other Towns which would require the director to have certain qualifications, such as a degree?

Supervisor Connors stated that he doesn't feel the Town would be stuck with employees that are not needed and positions within the Town are subject to Town Board Approval.

Town Board

Supervisor Connors stated that he would consult with the Village regarding the issue at the Community Center. He said that a task force would be set up to check on the concerns presented this evening and to be assured that money is spent well.

Town Court (Ralph Peluso)

Association of Towns: Judge Peluso reported that he received his recertification while attending the NYC Conferences.

Court of Record: Judge Peluso reported that the digital recording system is working and that the court is officially a court of record now.

A brief discussion was held on the storage of information and the release of the information on the tapes.

Agenda Items (Resolution #79)

Resolution # 79: The Town Board hereby increases the income limitation for low income senior citizens to \$25,000 based upon a sliding scale.

A discussion was held on the wording of the Resolution and on the advice of the Attorney Resolution #79 was pulled until the next meeting.

Supervisor Connors requested that the Attorney have this resolution ready for the next meeting.

Audited claims

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

General	#104--#135	\$20,854.29
Highway	#79--#96	\$15,982.98
Town Outside	#12--#22	\$10,777.30
Water		\$210.60
Capital Projects	#10--#13	\$9,477.15

Motion carried.

Motion by Councilwoman Ronda and seconded by Councilman Petronis to adjourn into executive session at 8:50 PM. (Contractual) **Motion carried.**

Respectfully submitted by

Sue Cunningham
Stillwater Town Clerk