

**Stillwater Town Board
Agenda Meeting & Public Hearing
(Section 8 Housing)
September 6, 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

7:00 PM Public Hearing (Section 8 Housing)

Purpose: The Purpose of the Public Hearing is to receive comments from the public on the Towns proposed Agency Plan for 2007 for the Section 8 Housing Choice Voucher program

Supervisor Connors called the Public Hearing to order.
Supervisor Connors introduced Terri Ray who is the program director for the Section 8 Housing. He informed everyone that they were taking applications in the conference room for tenants and landlords who may be interested in the program.

Sue Cunningham, Town Clerk took the roll call.
Sue Cunningham verified for the record that notice for the hearing was properly published.

Terri Ray gave a brief overview of the program background, current program statistics and funding for the 2006 & 2007 year.

Supervisor Connors inquired about the auditing functioned.
Terri Ray went over the auditing process. She stated that they are audited once a year and that Stillwater would audit their own Town which has not happened to date.

Councilwoman Winchell questioned the number of families being assisted.
Terri Ray stated that they are able to assist a total of 125 family and to date they are assisting 107 families. She stated that they have openings right now for additional families.

Public Input

Resident I inquired about the rent subsidiary and asked how they could buy a home if they couldn't afford to pay rent.
Terri Ray stated that they have to participate in the Family Self-Sufficiency Program in order to buy a home.

Resident II asked about the Family Self-Sufficiency Program and if it was similar to the welfare to work program.
Terri Ray stated that it was very similar to the welfare to work program.

With everyone having the opportunity to speak the Public Hearing was adjourned at 7:12 PM.

Agenda Meeting

Supervisor Connors called the meeting to order and led everyone in the Pledge to the Flag.
Sue Cunningham, Town Clerk took the roll call.

Approval of Minutes: There was no Agenda Meeting in August.

Special Presentation: Attorney Beebe reported that the Appellate Court denied to rehear the case and sent it back to the Court of Appeals. He said that District #4 will be reviewed again by Judge Feradino. It is his recommendation that discussion be held off until a decision is made and if anyone wanted to review how the benefit formula worked they could look at the map, plan & report.

Supervisor Connors stated that the special presentation would be rescheduled after the court made a decision.

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

Supervisor Connors

Town Hall Fire: While we have been back in service for over a month, I would be remiss if I didn't state for the record my thanks and appreciation to the residents of Stillwater and to several Town employees for their efforts while Town Hall was out of service due to the electrical fire that occurred on July 30th. Despite the building being without telephone, voice-mail, electricity and computers for 3 days, we were still able to provide services to our residents. I would like to thank Tammy Russell and Lorraine Buchal for agreeing to handle all diverted incoming telephone calls to Town Hall to their homes and for both working at Town Hall to address the needs of our residents on a part-time basis and under difficult circumstances; Highway Supt. Mark Minick, Director of BPD David Connors for assisting with the administration of Town Government; our neighbors on Riverside for their support and assistance and the men & women of the Arvin Hart Fire Department for their rapid response and professionalism.

Patriot Day: I would encourage our residents to attend our annual Patriot Day Ceremonies on Tuesday, September 11th at Blockhouse Park. Patriot Day is organized by the Earl J. Manning American Legion Post #490 and is held to remember those whose lives were lost on September 11th 2001. The ceremony begins at 6:00 PM.

Open Space Preservation/Farmland Protection: The Advisory Committee preparing the Open Space Preservation and Farmland Protection Plan as an Appendix to our Comprehensive Plan has scheduled a Public Workshop for Tuesday, September 18th. The workshop will be held at the School Auditorium on North Hudson Avenue and will be held from 7:00 PM to 9:00 PM. This is a very important component of our long-term planning process and the Advisory Committee has worked very hard to date on this portion of the plan. We hope for a good attendance by residents interested in the future of our community.

Saratoga NHP: The National Park has announced the grand opening of their newest permanent exhibit. "At Saratoga – By Choice or By Chance" will be debuted on Friday, September 14th from 5:30 PM to 7:00 PM at the Visitors Center. Light refreshments will be provided. Residents are encouraged to attend and take an active part in the expansion of our community's most valuable historic resource.

Listening Forum: The Stillwater Area Community Center has announced the first of what is hoped to be many listening forums. The first forum will be held on Thursday, September 27th beginning at 7:00 PM. The topic open for discussion will be understanding the Town of Stillwater Social Host Responsibility Act. Representatives from the District Attorney's Office, Saratoga County Prevention Council and the local chapter of Students Against Destructive Decisions will facilitate a panel discussion regarding this recently enacted Town law.

Correction: Several residents at our August Business Meeting asked for clarification on R-2007-143 which amended the Town Budget. The question was the proposed transfers from B-Fund to A-Fund. The Office of Fiscal Management has advised me that it was a simple typo in the resolution. The funds supporting the Town Engineer remain in the B-Fund and now ask the Members of the Town Board to correct Resolution 2007143 accordingly.

Motion by Councilwoman Ronda and seconded by Councilman Petronis to correct Resolution #143.

Discussion: Councilwoman Winchell inquired if this was any communication that this was going to be done at the Business Meeting.

Supervisor Connors stated that it was suggested that the resolution be corrected as soon as possible to facilitate the transfer of funds.

Councilwoman Winchell stated that she had not had an opportunity to look at this and asked for a review of the resolution.

Supervisor Connors stated that bringing on the Town Engineer is part of an effort to provide engineering services to the residents from Town Hall and to expand their responsibility as far as Planning & Zoning is concerned with the departure of the Director of BPD. The Office of Fiscal Management requested a transfer of funds, a question was brought up regarding funds being

transferred from the A-Fund to the B-Fund and that was a simple typo. The resolution should read from the B Fund to the B Fund.

Councilwoman Winchell stated that she believed the resolution was for twenty hours and asked if they were talking about an hourly rate of over \$100 an hour.

Supervisor Connors stated that he didn't believe so and that he believes that there are other expenses included in that amount.

Engineer Lanaro stated that there are two different rates; one is for David which is probably about \$100 an hour and one for Matt which is less.

Councilwoman Winchell asked if this is the resolution that was previously approved for 1 day a week for \$14,000. She inquired as to what his primary responsibility was.

Engineer Lanaro stated that David's role is to be available for technical issues and capital improvements projects. He stated that Matt would be handling more of the administrative duties for Planning & Zoning.

Supervisor Connors interrupted the discussion and ruled it out of order. He stated that the Town Board adopted this resolution after lengthy discussion at the last Town Board meeting. The purpose of this amendment is to simply correct a typo. The Town Board voted by majority and her negative vote was registered.

Councilman Petronis stated that he had more discussion. He inquired if it was his understanding that the Engineers would be doing inspections.

Supervisor Connors stated that that not necessarily an Engineer at \$100 an hour but the Town Engineer is going to be providing services to the Town for the purpose of inspections until they find someone to do it on a full time basis.

Councilman Petronis asked if anything has been set up so that they can interview for the position possibly next week.

Supervisor Connors stated that they have a stack of applications and resumes that they have received.

Councilman Baker commented that as long as they were going this route couldn't they just continue that way until the first of the year. Why would they put someone in that spot and then the first of the year give it to someone else?

Supervisor Connors stated that some of the preliminary discussion they have had has gone in that direction. He would rather have the committee come back and make that recommendation.

A roll call vote was taken as follows on amending Resolution #143:

Councilman Baker	Yes
Councilman Petronis	Yes
Councilwoman Ronda	Yes
Councilwoman Winchell	No
Supervisor Connors	Yes

Motion carried. Amended Resolution #143 was adopted by a 4 to 1 vote. (Winchell) (Copy attached and made part of the minutes.)

Senior Citizen Health Screening: The Saratoga County Office for the Aging and Public Health Office have announced that the next Health Care Screening Program for Seniors will be held at the Mechanicville Area Senior Citizens Center on Wednesday, September 26th from 10:00 AM to Noon. There is NO CHARGE for county seniors to take advantage of this preventative health care opportunity.

Veterans' Concert: A free concert, saluting Saratoga County's Military Veterans and sponsored by the County Board of Supervisors will be held at the SPAC on Friday, September 21st at 7PM. The United States Army Field Band and Soldiers Chorus will perform. Tickets are available in my office at Town Hall the County Office Building in Ballston Spa or any Stewart's. Fireworks will immediately follow the concert

HEAP: The federally funded program that offers low-income households with the cost of heating their homes during the winter months is now under way in Saratoga County. Those who received assistance last year will automatically receive a renewal application. Those who are new to the program for 2007-2008 are asked to call the County Office for the Aging at 884-4100. New applicants will receive applications in the mail after November 1st.

Multi-Use Trail: The public workshop on the multi-use trail was held on Wednesday, August 29th. I am very pleased to report that a large number of residents and contiguous property owners to the trail were in attendance. A number of concerns regarding the use of the trail were raised and continued privacy for those property owners were discussed. The plan and project approved by the Town Board, we believe, addresses those concerns but we continue to work with residents to make sure that they will be happy with the final project.

Financial Reports: Budget Reports for the Month of July have been distributed to the Members of the Town Board and Department Heads. Anyone with a question is encouraged to ask either myself or the Director of Fiscal Management.

Requested Resolutions:

1. Authorize the Supervisor to Execute a Contract with the Saratoga County Youth Bureau for funds connected with 2007 Youth Week. \$2,300.00
2. Accept the Office of Fiscal Management Financial Audit of the Town Justice Court
3. Authorize Amendments to the 2007 Town Budget
4. Any other RESOLUTIONS necessary to conduct the business of the Town of Stillwater

Councilwoman Ronda

Councilwoman Ronda had nothing at this time.

Councilman Baker

Community Center: Councilman Baker requested that if the quarterly funds to the Community Center have not been paid by the business meeting he requested a resolution to authorize the Deputy Supervisor to make payment ASAP.

Supervisor Connors stated that the condition to release payment is tied to the Community Center providing them with a quarterly profit and loss statement and program reports. He stated that they not provided them as of yet for the last quarter. He said that he has requested the reports twice for the reports and has not received them.

Sewer: Councilman Baker requested permission to authorize Chazen to get a price quote to install an alarm system for the Stillwater Gurba Pump Station. He stated that there are only three more circuits on the meter, four stations that can be turned over to the County by the end of the year and if they don't get online by the end of the year they will have to pay big bucks.

Supervisor Connors stated that they had a capital projects meeting today and they have already authorized them to do that.

Supt Minick asked Councilman Baker if he could get some information from the County on who they use and/or the actual equipment they say that they have to have.

A discussion was held on the equipment, expense, space & upgrade was held.

Councilman Petronis

Building, Planning & development: Councilman Petronis stated that he found out tonight that David Knowles is on vacation this week and requested that David Connors stay on one more week to cover that job. He asked if they could set up some time next week to go over resume & applications that have been received for the position.

Supervisor Connors stated that he would certainly ask him and that he couldn't see why he wouldn't.

Records Room & Grant: Councilman Petronis complimented Angela Cunningham on the fine job that she did on the records room downstairs.

Walking Trail: Councilman Petronis commented on the progress of the trail. He inquired about the sewer lines and manholes being putting in.

Engineer Lanaro stated that it looks like they just put down the material. They know that the sewer has to go in first and some details have to be work out.

A discussion was held on the progress of the trail.

Councilwoman Winchell

Community Center: Councilwoman Winchell stated that there was another issue with the funding. She stated that there was a balance of \$16,000 for the summer program. She stated that she helped prepare the documents that were requested by the Office of Fiscal Management, that they were delivered here and inquired if a resolution was needed to pay the balance.

Supervisor Connors stated that he doesn't believe they need a resolution to pay and that the resolution required those benchmarks in order for the funds to be released.

Assessor's Office: Councilwoman Winchell requested a resolution to reappoint Colleen Adamec as Sole Assessor. The Town Clerk forwarded us a communication dated June 26, 2007 from Sally Cooney at NYS Real Property Services stating that the appointment, or in this case, reappointment needs to be done before September 30.

The Assessor's Clerk, Shelia Silic reviewed the Stillwater website information regarding that department. She noted corrections that need to be made to ensure accuracy. I would like the Town Clerk to copy the changes for the Town Board members and forward the information to the webmaster.

Townwide Clean-Up: The Townwide Clean-Up held on Saturday, August 4 was successful. We serviced around 200 vehicles looking to discard their unwanted items. The crew worked very well together. I can report that we collected \$1,245.00, therefore, the program cost the Town of Stillwater approximately \$500 to run.

I reviewed the 2nd Quarter Landfill Monitoring Report prepared by the Town Engineers.

Everything seems to be acceptable and in order. I recommended to the Town Engineer at the Business meeting to go ahead and forward it to DEC.

Brown's Beach: I attended a workshop meeting sponsored by Saratoga Lake GARD in July.

This was the second meeting of this newly formed awareness group. After taking notes from the meeting and receiving numerous e-mails and two petitions, I believe we need to look into this application and make a request for additional information from the developers. I have examined the two PDD applications, the one submitted as Brown's Landing in 1988 and the newest version submitted as Brown's Beach Hotel, Resort and Conference Center. Councilwoman Winchell distributed a comparison chart that clearly indicates that there is significant change in density, as well as other key areas. Has there been any further submittals from the developers? When will be the next time we have the opportunity to discuss the project public ally? Two areas of concern could be the need to declare the project a Type I action and call for a Full Environmental Impact Statement and further description of the Condominium Hotel concept.

Supervisor Connors stated that there has not been anything forwarded and that he is reluctant to have a workshop until they submit their final application. He said that nothing has been submitted for review or approval. They submitted a concept that the Town Board and Planning Board asked them to provide further details, which they have not done. He said that he spoke with Scott Ronda what the Towns past practice is on declaring conceptual plans that have been proposed as dead or expired. He said that he was reluctant to create the impression that a formal process is ongoing when they haven't satisfied the first step.

A discussion was held on the process, the concept presented and requirements required.

Attorney Beebe stated that they came before the Board, an analysis was done and they said that the 1988 ordinance was in effect, the plan submitted was so different that it required an amendment. He stated that they have to come back to the Town and offer an amendment. If and when that happens there would have to be a public hearing.

2007 Grievance Report: I wish to commend the Town Assessor and her Clerk, as well as the members of the Board of Assessment Review for closely examining 44 grievances and making conscious adjustments to 20 applications.

Planning: I received a phone call relating to the eviction notices for mobile home owners within the Lakeside Trailer Park. The tenant stated they are being displaced and an agreement was made that each dwelling would receive \$1000 to help defray the cost of moving the mobile homes. They are asking for the Town to advocate on their behalf and would also like to review any documents submitted by the new property owner for development of the area.

Discussion was held on options and that there is nothing the Town can do.

Also a resident complained regarding excavation on a neighbor's property that is producing a negative impact on his property, such as a drastic change in clarity of his ponds. What recourse does the property owner have if fill permits are issued?

A discussion was held on permits issued, excavation permit, and the requirement of obtaining permits and whether this could be considered a civil issue.

I have also been following up on a request of a resident that appeared before us in June in relation to the Radar Road property. He mentioned the need to revisit the failed septic system. I visited the lot when they did some excavation; however, there still remain open pits. The resident who complained has since been evicted. I would like to review the evaluation report done by Chazen in 2004, in particular the remediation plan recommended.

Supervisor Connors stated that the Consolidated Health Board & DEC are monitoring the enforcement and installation on the septic system and the matter should be done by mid September.

Fixed Assets Report & Town Debt: Now that we are in the 2008 budget season, I would like to obtain a current Fixed Assets Report to use during budget discussions. I have also examined the Debt Registers and prepared a document I would like to share. I believe there may be one or two additional BANS that have yet to be included in the register. I would like the Chief Fiscal Officer to edit the amounts and add anything I may have missed.

Supervisor Connors stated that the particular type document appears in the annual audit as prepared by Cusack, which is in the final stages being readied for presentation.

Councilwoman Winchell requested to have the Building, Planning & Development Department be audited now that there is going to be a change in that department. She said that she would like to see that as soon as possible.

Stillwater Free Library: New Librarian...Sara Whitman Kipp, a long time resident of Stillwater and actively pursuing her degree in Library Studies at Syracuse University.

5 Campbell Rd: In speaking with a resident about the demolition of the Humphrey/Waters house on Campbell Road...we need to incorporate options in the process prior to making a resolution to demolish. I was fortunate enough to visit the house often as a neighbor and I am still upset over the decision to demolish it. There are salvage companies in our area that are willing to remove useful building items, such as doors, countertops, plumbing fixtures, etc. Habitat for Humanity on Delaware Ave in Albany is an excellent example of an area salvage yard. They send people trained in materials conservation.

Vouchers: Councilwoman Winchell stated that she reviewed the purchase orders and the practice in having to obtain purchase orders. She said that she noticed in the vouchers that certain purchases did not have a purchase order attached and inquired how this would fair at audit time. Supervisor Connors stated that if the Town has engaged in a practice that is inconsistent with the State Comptroller guidelines or good business practices it will be stated as a finding in the audit report.

Councilwoman Winchell commented that if it would be a good system that any voucher that requires a purchase order not be paid unless a purchase order is attached.

Councilman Baker said that it wouldn't be paid unless authorized by the Town Board.

Supervisor Connors said that it shouldn't be paid unless it has a purchase order attached.

Travel Policy: We are in need to control spending in all areas. With the absence of policies it can be difficult. I provided everyone with a Draft Travel Policy last fall that has yet to be addressed. I have supporting documents: a chart of expenses for the last two years' Association of Towns conferences and a generic NYS table that was provided by Karen Lorf in early spring. If there are no objections, I am requesting we have a resolution to adopt this policy.

Attorney for the Town (Robert Beebe)

Finances: Attorney Beebe commented on the BANS.

Assessor Appt: Attorney Beebe stated that the Assessor appointment is a six year term appointed by the Town Board. The term commences on October 1st, if nothing is done prior to October 1st the Assessor stays in office and it characterizes her term as a hold over position. He stated that this happens relatively frequently in case the Town is doing an investigation or further consideration. The incumbent stays in office.

Litigation: Attorney Beebe stated that the Appellate Court denied Mr. VanAmburgh motion to rehear the case or to send it to the Court of Appeals. He said that Mr. VanAmburgh has made a motion directly to the Court of Appeals so that case is not over.

Codification: Attorney Beebe stated that the codification should be completed soon.

Town Engineer (Joe Lanaro)

Engineer Lanaro submitted the Engineers Report to the Town Board for review. (A copy is filed in the Town Clerk's Office for review)

Councilman Baker inquired if the existing pump station is going to be turned over to the County. Councilwoman Winchell commented on the cost of the zoning books vs. what the Town charges and asked Engineer Lanaro to look into this.

Supt of Highways (Mark Minick)

Hydro-seeder: Supt Minick requested a resolution authorizing him to seek bids to purchase a hydro-seeder for the Town.

Councilman Baker asked if he was anticipating this to come out of this years budget and next years budget.

Supt Minick stated he was looking at it for this years' budget.

Fuel: Supt Minick requested a resolution authorizing him to seek bids for fuel.

Roller: Supt Minick requested a resolution to seek bids for the possible purchase of a roller.

Demolitions: Supt Minick reported that the demolition cost of the house on 5 Campbell Rd was \$7,788.92 and the Sherman House was \$6,512.27.

Supervisor Connors requested the numbers for the Sherman House to be placed on the tax bill.

Supt Minick stated that he would make sure that the numbers are firm and get to them to him.

Champlain Ave Bridge: Supt Minick reported on the repairs made.

Roads: Supt Minick reported on road work done on George Thompson Rd, Sweeney Rd, & Cold Springs Rd.

Councilwoman Winchell requested that Supt Minick try to take the white Community Center van to the auction.

Discussion was held on authorizing for this. It was decided that the vehicle has already been surplused and authorized to sell.

Supt Minick has been authorized to take the van & the old aluminum panel van to the auction.

Councilman Petronis inquired about the work done on Champlain Ave Bridge and asked if the bridge would have to be widened and replaced in the future.

Supt Minick at some time the bridge is going to need major replacement but he doesn't feel that their at that point.

Town Clerk (Sue Cunningham)

Town Clerk, Sue Cunningham stated that she already submitted her monthly report to all Board members.

911 Administrator/Fire Marshall (Bob Palmieri)

Emergency Training: Bob Palmieri reported on a recent emergency training program that was held. The training held was in regard to a possible train derailment.

Bob Palmieri reported on training he attended on the County reverse 911 program.

A discussion was held on the training, uses and guidelines of the program.

Burn Permits: Bob Palmieri commented on burn permits being issued, how the resident must call the County and watch for red flag days.

Councilman Petronis commented on a 911 problem in regard to Whitney Rd So. and Whitney Road.

A discussion was held on how to correct without changing numbers.

Town Historian (Linda Sanders)

Linda Sanders gave a brief update on the Blockhouse and displays shown there. She gave a brief update on Heritage Week and events planned.

Golden Cane: Linda Sanders reported that the golden cane was presented to Mrs. McClements. She said that she would like to do a pictorial montage of the golden cane members to be hung in the Town & Village Hall.

Heritage Hunters: Linda Sanders reported that a member of the Heritage Hunters has been working up at the Dunham Cemetery repairing some of the stones. She requested that the Town reimburse this person for the epoxy she has bought for the repairs.

Supervisor Connors stated to have her send in the receipts to be submitted to the Board for payment.

Conference: Linda Sanders requested a resolution authorizing the Historians to attend the semi annual conference in Hunter, NY. The cost would be \$485 not including mileage.

Public Input

Resident I inquired about a rumor he heard that the Supervisor was taking a new job with the NYS Lottery Division.

Supervisor Connors stated no.

Resident II commented that it was his understanding that the residents of Water District #4 would be notified of any meetings. He said that he sees that it is on the agenda tonight and that he received no notice.

Supervisor Connors said that it was his understanding that it wasn't originally scheduled until the business meeting. He said that the Town Clerk put it on the Agenda. He stated that the representation to the residents stands. When he saw it on the agenda he spoke to the Town Attorney and it has been cancelled. He promised to notify the residents and that will be the case. Town Clerk, Sue Cunningham stated that the Supervisor did announce at the last meeting a special presentation would be on the September 6th meeting and it was on the tape from the last meeting.

Resident II stated that at a previous meeting it was questioned on obtaining a list of other municipalities that use the same benefit assessment the Town used. He inquired if this list has been created.

Supervisor Connors stated that he hasn't produced a list.

Engineer Lanaro stated that they were waiting for the judge to act on the case.

Supervisor Connors stated that perhaps they could have the list for them when they do have the special presentation.

Engineer Lanaro stated that there was no way he could identify what other municipalities use as benefit assessment formula.

A discussion was held the previous request, the formula used, and the possibility of putting together a list. It was decided to see if it was possible to put something together by using just Saratoga County Communities.

Resident II thanked Councilwoman Ronda for sitting down with her to regarding prior questions she has asked at various meeting and apologized to Councilman Petronis for incorrectly suggesting he spoke on something when in fact it was Attorney Beebe who had spoken. Resident II stated that she read back through prior minutes regarding the 5 Campbell Rd and demolition of the building. She stated that when the resolution was being discussed it was stated that the building would not be demolished. She inquired as to when the decision was made to demolition the building.

Supervisor Connors stated that every meeting he was at the intent was to demolish the building. Resident II stated that a question was brought regarding the demolition of the building and Councilman Petronis said that the building wouldn't be demolished.

Councilman Petronis stated that he didn't believe he said that.

Supervisor Connors stated that he recalls talking about it at the special meeting and that the purchase was because of land value only.

Councilman Petronis stated that his recollection from the beginning was that the building was going to be demolished.

Councilman Baker stated that the first discussions were that they were going to keep the land and resell the house. At the next meeting when he inquired he was told that it was necessary to demolish the house because of drainage issues and that is when he jumped on board.

Councilwoman Winchell stated that the resolution was tabled at first because it was brought to their attention at the business meeting and they did not have ample enough information.

Supervisor Connors stated that it was his intention all along to demolish the building.

Resident II inquired about the funding source for the purchase of the property, the demolition of the building and who is the provider of the monies.

Supervisor Connors stated that it was the Empire State Development Grant. The total cost of acquisition, pre-demolition survey and asbestos removal which was rewarded as a result of the trail project. He stated that it is some arm of the State of New York and that the documents are all Empire State Development Corporation of New York.

Resident II inquired if was possible to find out where that money comes from.

Supervisor Connors stated that the grant that was awarded was from Senator Bruno's Office. He said that the application was completed, and sent all the paperwork and they are waiting for the \$100,000 check.

Resident II inquired if was possible to obtain a copy of the grant.

Supervisor Connors stated that it was.

Resident II commented on FOIL's. She stated she submitted a FOIL in regard to the Blackberries purchased by Supervisor Connors and David Connors; she received an answer back stating no information on Blackberries in this office, and inquired what the proper name is that she should have used. She asked if she used handheld electronic device would be enough.

Supervisor Connors stated that would be good enough.

Resident II commented on the time frame of acknowledging FOIL's and that she still has not had a response from FOILs submitted. She requested a response in writing on how the process works in a timely manner.

Councilwoman Winchell stated that FOIL process goes through the Town Clerk and she has a process in place.

Resident II stated that she interprets the law as if she doesn't receive a written response within a certain timeframe that constitutes a denial. What she hears from the Town Attorney he doesn't interpret it that way so she just wants clarification on this.

Resident II inquired about the discrepancies in the description for the test that was offered for Saratoga County and the discrepancies between the Town law and what the Building & Planning department submitted in regard to minimum qualifications.

Supervisor Connors stated that the process starts with the Town Board, goes to the County and if the County changed it, she needs to speak with the County.

Resident II stated that the minimum qualifications and responsibilities submitted by the Supervisor doesn't match what the Town law has or what Building & Planning Dept submitted in what they were planning to do. That is the discrepancy that she has been asking.

Supervisor Connors stated that he has not researched it all and that it was not high priority in consideration to the responsibilities he has here.

Resident II stated that that it has been seven months now and feels that is inappropriate.

Resident II inquired about the vacancy in the Building Planning & Development and the procedure being used to fill that position or fill the code enforcement position. Councilwoman Ronda said resumes have already been sent in. Resident II asked if they had advertised for the position. Supervisor Connors said no and that he requested the eligible list from the county. Resident II asked what eligible list. Supervisor Connors stated that he believed it was the code enforcement officer list. Resident II quoted an article from the local newspaper in which the Supervisor told the paper said it was an exempt position at 19 and _ hours per week, and a person can be hired without having to take a civil service test. Supervisor Connors stated that the town plans to hire someone full time. Resident II commented on recent exams given for other municipalities, salaries paid and stated for the Town of Stillwater to hire Chazen at \$35,000 for the rest of the year seemed like a waste of money. Supervisor Connors stated that the matter was in the hands of the committee of Building, Planning and Development and they would do what was best for the residents of the Town of Stillwater. Resident II then asked if there had been any inclination to look for someone to fill the entire position open in the BPD department and not just the code enforcement position. Supervisor Connors stated that there had not been a committee meeting yet, but the engineers could serve the purpose for the needs of the residents. Resident II then asked for a time frame being that it was wasting tax dollars. Councilman Petronis stated that if it were up to him the position would be abolished and he would keep the clerical staff and hire code enforcement officers. A further discussion was held on the position of the Director of Building, Planning & Development vs. Code Enforcement Officer and the County list.

Resident III commented on comments made in regard to things being done by previous practice and not by Town policy. She inquired about the policy of spending over \$250 and purchase orders.

Supervisor Connors stated that he didn't want to discuss the policy without having it in front of him

Councilwoman Winchell commented on vouchers before them tonight over \$250 with no purchase order attached.

A discussion was held on purchase orders.

Resident III inquired as to what steps were going to be taken for an exit interview in regard to the Director of Building, Planning & Development leaving. She asked if criteria has been established for an exit interview.

Supervisor Connors replied that he was not aware of any employee that has left the Town of Stillwater; since he has been Supervisor, have an exit interview. He commented that she didn't have one when she left.

Resident III stated that she didn't have any equipment, software, or cell phone.

Resident III inquired about the County doing the reverse 911 and where the money would go that was put in the Town budget.

Supervisor Connors stated that it would go back into the general fund.

Resident III inquired if the job description for the building dept. would be established by the Board.

Supervisor Connors stated that they are looking at the code enforcement/building inspector from the county.

Resident IV inquired about the hydro-seeder and if it would be cheaper to rent, how many times it would actually be used, or if the Supt of Highways looked at other options.

Supt Minick stated that it would be used quite often, it would be more cost effective to buy and he has consider other options but it is his recommendation to purchase & move forward..

Councilwoman Winchell inquired if this was available under state contract.

Supt Minick stated that he wasn't sure.

Resident V commented on the Lakeside Mobile Home Park and on Saratoga Hills being under new ownership.

Resident V commented on the code violations in Saratoga Hills in regard to the roads, cul-de-sac and there not being two entrances. He stated that seeing there was no inspector he would call Chazen.

Supervisor Connors stated that he would call them here at the Town.

Resident VI inquired on how much was spent last year and this year on hydro-seeding?
Supt Minick stated that he did not know off hand.

Resident VII questioned if the Chazen Companies would be doing building inspections.
Supervisor Connors stated that a representative from Chazen would do them.

Resident VIII questioned if the house on Campbell Rd has been taken down yet.

Supervisor Connors stated that it has been.

Resident VIII inquired how long the contact with the City of Mechanicville regarding water was.

Supervisor Connors stated that it was a three year contract.

Resident III commented on the county courthouse and the work being done.

Supervisor Connors explained the defects in the surface of the membrane, the work that needs to be done, and the cost to the County.

Resident III commented on Resolution #143 and the Supervisor asked her to look up the resolution concerning the appointment of the temporary administrative services for the Supervisor's Officer.

Supervisor Connors commented that was the resolution where the temporary employee was assigned to the Department of Building, Planning & Development.

Resident III stated that she had a copy of the two resolutions.

Supervisor Connors asked if she got a copy of the friendly amendment made by the Deputy Supervisor and seconded by Councilman Petronis to also assign that person to the Department of BPD as required.

Resident III asked when that friendly amendment was made.

Supervisor Connors stated at the time the resolution was adopted.

A discussion was held on when the resolution was adopted. It was noted to be the June 21st meeting.

Resident III asked why it wasn't made part of the Resolution.

Supervisor Connors stated that there was a lot of discussion about the additional services and opportunities that this particular employee would provide.

Councilwoman Winchell commented on a previous voucher that was questioned because it was coded for the two offices. She stated that there was discussion by the Deputy Supervisor and by Councilman Petronis but there was no friendly amendment at the time of the resolutions because the discussion was held later in the evening as they discussed vouchers.

Resident III inquired as to the point of a resolution.

Supervisor Connors stated that it conducts the business of the Town.

Councilman Winchell stated that she was always told that the Office of Fiscal Management required a resolution in order to pay that person.

Resident III commented that if the resolution doesn't say something in the resolution that action shouldn't be conducted.

Supervisor Connors stated that the minutes should reflect that there was a friendly amendment made by the members of the Town Board that amended the resolution that was adopted.

Discussion was held on the friendly amendment, whether the employee should be paid out of any other funds, an additional resolution extended her time and the legal standings of a friendly amendment.

Attorney Beebe stated that a friendly amendment is incorporated into the resolution.

Resident III asked when the resolution was finalized if it should have the friendly amendment written into the resolution.

Attorney Beebe stated that he would assume so.

Councilwoman Winchell stated that she has the same concerns; this individual has exceeded the hours she was to work but with the absence of an employment policy it is very hard to find out what her charges were, who told her to come in, at what time and who she reported to. She stated that this person did not get approval from the entire Town Board.

Resident VII inquired about his FOIL regarding 5 Campbell Rd. that he filed on August 20th.

Supervisor Connors stated that he did not receive any FOIL.

Town Clerk, Sue Cunningham stated that the FOIL was submitted to his office.

Resident VII inquired if a demolition permit was secured, if it would be on file and who filed for the permit. He stated that he has found that there are three separate parcels but is only finding title change on two of them. He stated that the abstract company that did work for the Town of Stillwater that shows them paying taxes on this property. The name of the company was Bennett Abstract Co. owned by Nancy Tedeschi showing that she paid back taxes on the property.

A discussion was held on whether back taxes were owned on any of them, all of them or just one of them.

Supervisor Connors stated that they went t to the closing, a closing statement was prepared by the Town Attorney, agreed to by the sellers of the property and they closed. He stated that he believes that adjustments were made at that time.

Resident VII inquired as to the total cost of the property.

Supervisor Connors stated that if he wanted to give him a call he would give him the exact number. They had to itemize everything for the ESD grant.

Resident VII commented on the realty company that representative the Town of Stillwater and how they were compensated by the Town of Stillwater. He commented that this was somewhat of a conflict of interest seeing that the person who owns the realty company is on the Town Planning Board. He inquired if this individual signed an ethical violation form that excused him being in violation of the ethics law.

Supervisor Connors stated that compensation for the realty co. was part of a resolution that was adopted by the Town Board. Supervisor Connors stated that this individual is a very ethical person and is sure that if he was in violation of code of ethics he wouldn't have participated.

Resident VII inquired about Bennett Abstract, if she was compensated for her services and who hired them.

Supervisor Connors stated that he knows who the “her” is that he is referring to but that he didn't know who owned the company. He said that Bennett Abstract was hired by the Town Attorney at their request.

Resident VII inquired about Resolution #152 and when the start date and completion date was. Engineer Lanaro stated that they have already started and not sure when the completion date would be.

Resident IV who was the Town Attorney at the closing.

Supervisor Connors stated that it was Scott Ronda.

Resident VI inquired why there was a need for another realtor when the Town Attorney and the Supervisor, who has worked in realty was at the closing. It's not necessary for both sides to be represented by a realtor and asked him if he ever attended a closing that both sides were not represented by a realtor.

Supervisor Connors stated that he has attended closings where both sides were not attended by a realtor.

Resident III inquired what realtor offered the property.

Supervisor Connors stated that Prudential listed the property and Buck Land & Cattle acted as the agent for the Town.

Discussion was held on the reason for hiring another realtor to act on behalf of the Town, what services the realtor provided on behalf of the Town and what the attorney did.

Resident VI inquired who the closing Attorney was for the seller.

Supervisor Connors stated that Mr. Beebe represented the purchaser and could not remember who represented the seller, but both attorneys' were present at the closing.

Resident I commented on the realtor who represented the Town who is also on the Planning Board and the fact that it looks bad.

Supervisor Connors stated that he is a member of the Planning Board who provided a service to the Town for a fee and that he didn't think it looked bad.

Action Items (Resolution #165)

Resolution #165: Renewal of BAN—Water District #3.

Motion by Councilwoman Ronda and seconded by Councilman Petronis to adopt resolution #165.

Supervisor Connors explained the purpose of the BAN.

A roll call vote was taken on resolution #165 as follows.

Councilman Baker	Yes
Councilman Petronis	Yes
Councilwoman Ronda	Yes
Councilwoman Winchell	Yes
Supervisor Connors	Yes

Motion carried. Resolution #165 was adopted unanimously. (Copy attached and made part of the minutes.)

Audited Claims

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

General	#403-#423	\$6723.95
Highway	#362-#398	\$132,963.37
Town Outside	#85-#87	\$4,492.64
Water & Sewer	#58-#60	\$454.83
Capital Projects	#57-#62	\$23,763.09
(Boilerhouse, Cold Springs Rd & Multi-Use Trail)		

Roll call vote was taken as follows:

Councilman Baker	Yes
Councilman Petronis	Abstained
Councilwoman Ronda	Yes
Councilwoman Winchell	Yes
Supervisor Connors	Yes

Motion carried.

Motion by Councilman Petronis and seconded by Councilman Baker to adjourn the Agenda meeting of the Stillwater Town Board.

Respectfully submitted by

Sue Cunningham
Stillwater Town Clerk