# Stillwater Town Board Agenda Meeting February 6, 2020 7:00 PM Stillwater Town Hall

**Present:** Councilman Artie Baker

Councilman Chris D'Ambro Councilwoman Ellen Vomacka Councilwoman Valerie Masterson

Supervisor Ed Kinowski

Also Present: Sue Cunningham, Town Clerk

Supt of Highways Matt Harris Joe Lanaro, Engineer for the Town James Trainor, Attorney for the Town

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

Sue Cunningham, Town Clerk took the roll call.

<u>Adoption of Minutes:</u> <u>Motion</u> by Councilwoman Vomacka and seconded by Councilman D'Ambro. **Motion carried.** 

Agenda Item Resolutions #6--#12

**Resolution #6** Authorizing the Supervisor to

Sign Proposal Authorizing Purchase of New Firewall

Introduced by: Supervisor

WHEREAS, the firewall at the Police and Highway Building has a subscription service that will expire February 16, 202; and

WHEREAS Edmunds GovTech BAS has given the Town a quote for the IT service and Highway Firewall; and

WHEREAS, Labor is discounted to \$120 per hour for contracted IT clients; and

WHEREAS, one hour is needed to configure and install the device on site.

Now, therefore, be it

RESOLVED, that the Town Board hereby authorizes the Supervisor to sign the attached proposal quote for IT services and Highway Firewall and schedule installation at an estimated cost of \$1,120.00.

<u>Motion</u> by Councilman D'Ambro and seconded by Councilman Baker to adopt Resolution No. 6 of 2020.

A roll call was taken on Resolution No. 6 of 2020 as follows:

Supervisor Kinowski YES
Councilman Baker YES
Councilwoman Masterson YES
Councilman D'Ambro YES
Councilwoman Vomacka YES

<u>Motion carried.</u> Resolution No. 6 of 2020 was adopted unanimously.

### Resolution #7 Authorizing the Supervisor to Sign Proposal Authorizing Purchase of New Laptop

Introduced by: <u>Supervisor</u>

WHEREAS, the Town Supervisor's office has identified the need for a new laptop; and

WHEREAS the purpose of the laptop will be to conduct grant training and manage projects by the Deputy Supervisor; and

WHEREAS, Edmunds GovTech BAS has given the Town a quote for the Laptop including IT Service and configuration; and

WHEREAS, Labor is discounted to \$120 per hour for contracted IT clients; and

WHEREAS, two hours is needed to configure the laptop on the domain, update and applications to be installed properly.

Now, therefore, be it

RESOLVED, that the Town Board hereby authorizes the Supervisor to sign the attached proposal for the purchase of a new laptop and configuration on site at an estimated cost of \$1,715.00.

<u>Motion</u> by Councilman D'Ambro and seconded by Councilman Baker to adopt Resolution No. 7 of 2020.

A roll call was taken on Resolution No. 7 of 2020 as follows:

Supervisor Kinowski	YES
Councilman Baker	YES
Councilwoman Masterson	YES
Councilman D'Ambro	YES
Councilwoman Vomacka	YES

Motion carried. Resolution No. 7 of 2020 was adopted unanimously.

## Resolution #8 Authorizing the Supervisor to Sign an Engagement Agreement with Chazen and Advertisement to Solicit Bids for the Construction of a Trail Bridge

	Introduced by:	Supervisor
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WHEREAS, the construction of a Trail Bridge has been recommended by the Chazen Companies and an Engagement Agreement to support bidding of the elevated walkway portion of the trail project, as well as the construction phase survey stakeout is being prepared; and

WHEREAS: competitive bidding for the construction of the Project is necessary in accordance with NYS General Municipal Law ("GML") §103;

Now, therefore, be it

RESOLVED, that the Town Board hereby authorizes the Supervisor to sign the Engagement Agreement with Chazen and the Town Clerk is authorized and directed to advertise an Invitation to Bid to solicit bids for opening at 11AM on May 1, 2020 at Stillwater Town Hall regarding the construction of the Trail Bridge.

<u>Motion</u> by Councilman D'Ambro and seconded by Councilman Baker to adopt Resolution No. 8 of 2020.

A roll call was taken on Resolution No. 8 of 2020 as follows:

Supervisor Kinowski	YES
Councilman Baker	YES
Councilwoman Masterson	YES
Councilman D'Ambro	YES
Councilwoman Vomacka	YES

Motion carried. Resolution No. 8 of 2020 was adopted unanimously.

### Resolution #9 Authorizing the Advertisement to Solicit Bids for the Construction of the West Street Water Line

Introduced by: Supervisor

WHEREAS, the reconstruction of the West Line Water Line has been recommended by the Chazen Companies; and

WHEREAS, competitive bidding for the construction of the Project is necessary in accordance with NYS General Municipal Law ("GML") §103;

Now, therefore, be it

RESOLVED, that the Town Clerk is authorized and directed to advertise an Invitation to Bid to solicit bids for opening at 10 AM on May 1, 2020 at Stillwater Town Hall regarding the reconstruction of the West Street Water Line .

<u>Motion</u> by Councilman D'Ambro and seconded by Councilman Baker to adopt Resolution No. 9 of 2020.

A roll call was taken on Resolution No. 9 of 2020 as follows:

Supervisor Kinowski	YES
Councilman Baker	YES
Councilwoman Masterson	YES
Councilman D'Ambro	YES
Councilwoman Vomacka	YES

Motion carried. Resolution No. 9 of 2020 was adopted unanimously.

## Resolution #10 Authorizing the Supervisor to Sign an Undertaking For the Benefit of The New York State Department of Transportation

Introduced by: Supervisor

WHEREAS, the Town from time to time receives permits from the NYSDOT in order to do work within a State right-of-way; and

WHEREAS the Town conducts activities and operations upon highways and/or within right-of-way controlled by the State of New York for such purposes as the obstruction, installation, construction, maintenance and/or operation of facilities; and

WHEREAS, the NYSDOT has presented an Undertaking to be applicable to all permitted activities and operations further described in the attached Undertaking document.

Now, therefore, be it

RESOLVED, that the Town Board hereby authorizes the Supervisor to sign the attached Undertaking with NYSDOT.

<u>Motion</u> by Councilman D'Ambro and seconded by Councilman Baker to adopt Resolution No. 10 of 2020.

A roll call was taken on Resolution No. 10 of 2020 as follows:

Supervisor Kinowski	YES
Councilman Baker	YES
Councilwoman Masterson	YES
Councilman D'Ambro	YES
Councilwoman Vomacka	YES

Motion carried. Resolution No. 10 of 2020 was adopted unanimously.

### Resolution #11 Regarding A Contract For the Expenditures of Highway Monies

Introduced by: Supervisor

WHEREAS, pursuant to Section 284 of the New York State Highway Law, the Town Board is required to have a written agreement with the Highway Superintendent for the expenditure of budgetary funds related to the repair and improvement of all roadways, sluices, culverts and bridges having a span of less than 5 feet and boardwalks and renewals thereof; and,

WHEREAS, the Highway Superintendent has proposed the attached Agreement for the Town Board's consideration; and

WHEREAS, pending approval of said agreement, the Highway Superintendent has and will submit proposed expenditures on vouchers for Town Board approval prior to the expenditure being made except in cases of actual emergencies;

Now, therefore, be it

RESOLVED, that the Town Board hereby approves the attached 2020 written agreement with the Highway Superintendent pursuant to Section 284 of the New York State Highway Law for the expenditure of budgetary funds related to the repair and improvement of all roadways, sluices, culverts and bridges having a span of less than 5 feet and boardwalks and renewals thereof; and be it further

RESOLVED, that each of the Town Board Members are to sign the Section 284 Agreement indicating the Board's support of its terms.

<u>Motion</u> by Councilman D'Ambro and seconded by Councilman Baker to adopt Resolution No. 11 of 2020.

A roll call was taken on Resolution No. 11 of 2020 as follows:

Supervisor Kinowski	YES
Councilman Baker	YES
Councilwoman Masterson	YES
Councilman D'Ambro	YES
Councilwoman Vomacka	YES

Motion carried. Resolution No. 11 of 2020 was adopted unanimously.

#### **Resolution #12** Sponsor Stillwater Family Day 2020

Introduced by: Councilman Baker

WHEREAS, the Town of Stillwater, in order to promote community relations and in keeping with historical tradition, has sponsored an annual Family Day, and

WHEREAS, the Town Board has decided the annual Family Day Celebration will be held on Friday, June 5th and Saturday, June 6, 2020 in Riverside Park on East Street; Now, therefore, be it

RESOLVED, that the Town Board has scheduled the Family Day for June 5<sup>th</sup> and June 6<sup>th</sup>, 2020 at Stillwater Riverside Park.

<u>Motion</u> by Councilman D'Ambro and seconded by Councilman Baker to adopt Resolution No. 12 of 2020.

A roll call was taken on Resolution No. 12 of 2020 as follows:

Supervisor Kinowski	YES
Councilman Baker	YES
Councilwoman Masterson	YES
Councilman D'Ambro	YES
Councilwoman Vomacka	YES

Motion carried. Resolution No. 12 of 2020 was adopted unanimously.

### **Public Input**

Harold w inquired about the location of the trail bridge.

Supervisor Kinowski stated that it was at the south end of the multi-use trail which would come out by Brickyard Road.

Dick D inquired about Resolution #10.

Supervisor Kinowski stated that it is a contact with the State that needs to be updated. It allows the Town to work in State right away if needed.

Greg P inquired about the feasibility of a baseball field.

Supervisor Kinowski stated the best place at this time would be the Riverside Park. Discussion was held on the size, accommodations, grants available and forming a committee.

Jimel W commented on some concerns he received from residents this past fall while campaigning. Two of the biggest concerns were internet service and residents in a local mobile home park feeling like they were being pressures from management.

Supervisor Kinowski explained different attempts he is making to broaden internet service to all areas of the Town.

Supervisor Kinowski stated that if any resident has complaints they should contact the Towns Fair Housing Officer with specifics.

Further discussion was held resident's contracts with the park, communication between the residents & management, expansion, and redesigning of the park to conform to new laws.

### **Audited Claims**

<u>Motion</u> by Councilman Baker and seconded by Councilwoman Vomacka to pay the audited claims.

General	\$14,740.86
Town Outside	\$11,688.17
Highway	\$185,074.25
Water & Sewer	\$3,334.89
Capital Projects	\$11,068.29

### Motion carried.

<u>Motion</u> by Councilman Baker and seconded by Councilwoman Vomacka to adjourn the Town Board meeting at 7:50pm to e3nter into executive session to discuss a litigation matter. <u>Motion carried.</u> (Note: The Town Board will not resume into the regular meeting.)

Respectfully Submitted by

Sue Cunningham Stillwater Town Clerk