

**Stillwater Town Board Meeting
April 2, 2020 7:00 PM
Agenda Meeting
Stillwater Town Hall**

Present: Councilman Chris D'Ambro
Councilwoman Ellen Vomacka
Councilwoman Valerie Masterson
Supervisor Ed Kinowski

Also Present: Sue Cunningham Town Clerk
Supt Matt Harris
Joe Lanaro, Engineer for the Town
James Trainor, Attorney for the Town

Absent: Councilman Artie Baker

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

Sue Cunningham, Town Clerk took the roll call.

Adoption of Minutes: Motion by Councilwoman Vomacka and seconded by Councilman D'Ambro to adopt the minutes of March 19, 2020. **Motion carried.**

Bid Opening: Gas Equipment installation

1 bid was received and opened.

S&W Services \$74,946.00

After a brief discussion the Highway Supt will review the bid.

Agenda Items Resolutions #20---#23

Resolution #20 Awarding Contracts For Gas, Diesel Fuel and Heating Oil

Introduced by: Supervisor

WHEREAS, as authorized by Resolution No. 13 of 2020 adopted on February 20, 2020, Highway Superintendent Harris solicited bids for Gas, Diesel Fuel and Heating Oil; and

WHEREAS, the Town received two responsive bids, that being from John Ray & Sons for Diesel and #2 Heating Oil and G.A. Bove Fuels, for non-ethanol 91 Octane and 89 Octane;

Now, therefore, be it

RESOLVED, the Town Board finds John Ray & Sons to be the lowest responsive bidder for Diesel at .18 cents markup and #2 Heating Oil at .18 markup; and be it further

RESOLVED, the Town Board finds G.A. Bove Fuels to be the lowest responsive bidder for Non-ethanol 91 Octane at .41 markup and 89 Octane at .20 markup; and be it further

RESOLVED, that the Town Board hereby awards contracts for the supply of Gas, Diesel Fuel and Heating Oil to John Ray & Sons and G.A. Bove Fuels at their respective bid prices; and be it further

RESOLVED, that the Supervisor is authorized to sign Agreements with John Ray & Sons and G.A. Bove Fuels for Gas, Diesel Fuel and Heating Oil at their respective prices listed.

Motion by Councilwoman Vomacka and seconded by Councilman D'Ambro to adopt Resolution No. 20 of 2020.

A roll call was taken on Resolution No. 20 of 2020 as follows:

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

Motion carried. Resolution No. 20 of 2020 was adopted unanimously.

**Resolution #21 Authorizing the Supervisor to Renew
A Bond Anticipation Note**

Introduced by: Supervisor _____

WHEREAS, the Supervisor recommends that a Bond Anticipation Note (“BAN”) of \$5,395,000.00 maturing on June 5, 2020 be renewed to temporarily finance the capital requirements for the SCWA Connection and other Projects; and

WHEREAS, the Supervisor recommends paying down \$55,000.00 of the expiring BAN, leaving a principal balance for the new BAN of \$5,340,000.00 maturing on June 4, 2021;

Now, therefore, be it

RESOLVED, that pursuant to, and in accordance with, the provisions of the New York Local Finance Law, the Supervisor of the Town of Stillwater be and hereby is authorized and empowered to issue and sell, in the manner provided by the Local Finance Law, a Bond Anticipation Note or Bond Anticipation Notes in an amount not to exceed \$5,340,000.00, at such rate of interest as the said Supervisor of the Town of Stillwater shall prescribe, for the SCWA Connection and other Projects in anticipation that a Bond may become necessary at the BAN’s maturity date of June 4, 2021.

Motion by Councilwoman Vomacka and seconded by Councilman D'Ambro to adopt Resolution No. 21 of 2020.

A roll call was taken on Resolution No. 21 of 2020 as follows:

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

Motion carried. Resolution No. 21 of 2020 was adopted unanimously.

Resolution #22 Authorizing Town Code Update

WHEREAS, prior to 2008 no consolidated Town Code existed such that the Town was regulated via a series of independent ordinances and resolutions; and

WHEREAS, in 2007 General Code was hired to compile the Town’s independent ordinances into a comprehensive Town Code, which was formally adopted by local law in early 2009; and

WHEREAS, in 2008 the Town Board requested that the Attorney for the Town, James P. Trainor, Esq. review the ordinances soon to be comprising the new Town Code for relevant updating and coordination throughout the Code but funding and other resources were reprioritized to other large projects, such as the Cold Springs Road Reconstruction Project, so the Code update was not completed; and

WHEREAS, updating the Town Code to reflect current laws, more streamlined procedures and easier enforcement should immediately benefit the residents of the Town through the increased collection of fines and fees;

NOW, therefore, be it

RESOLVED, that the Attorney for the Town, James P. Trainor, Esq. and the law firm of Trainor Law PLLC are hereby engaged to perform a comprehensive review and update of the Stillwater Town Code in coordination with departments throughout our town government.

Motion by Councilwoman Vomacka and seconded by Councilman D’Ambro to adopt Resolution No. 22 of 2020.

A roll call was taken on Resolution No. 22 of 2020 as follows:

Supervisor Kinowski	YES
Councilman Baker	ABSENT
Councilwoman Masterson	YES
Councilman D’Ambro	YES
Councilwoman Vomacka	YES

Motion carried. Resolution No. 22 of 2020 was adopted unanimously.

Separate vote

Discussion was held on Resolution #23.

Councilwoman Masterson was not in favor of a councilperson receiving a stipend.

Councilwoman Vomacka stated that she has the time to help out, stipend doesn’t matter and she is dedicated to the job.

After further discussion held on employees already maxed out, planning ahead, cross training, budget etc. Councilwoman Masterson said she would vote in favor as long as an end date was added to the resolution.

Resolution #23 Authorizing Administrative Assistance to the Town Supervisor

WHEREAS, the duties and responsibilities of the Supervisor have increased significantly over recent years to include management of many diverse projects including, but not limited to, running the Pony Paddock at Brown’s Beach; and

WHEREAS, in addition to the Town’s existing projects, recent grant awards necessitate that further projects be undertaken this year and the COVID-19 pandemic has also required the urgent attention of the Supervisor; and

WHEREAS, additional administrative assistance for the Supervisor was contemplated and funded in the Town’s 2020 budget but the additional help needed for responding to the COVID-19 crisis was not foreseeable when the budget was compiled last Fall.

NOW, therefore, be it

RESOLVED, that the Supervisor is hereby authorized to engage Deputy Supervisor Ellen Vomacka as an Administrative Assistant to the Supervisor to assist him with managing a variety of town projects, especially the Town’s response to the COVID-19 crisis, at a temporary stipend amount of \$25/hour and will be reviewed 30 days from March 22, 2020.

Motion by Councilman D’Ambro and seconded by Supervisor Kinowski to adopt Resolution No. 23 of 2020.

A roll call was taken on Resolution No. 23 of 2020 as follows:

Supervisor Kinowski	YES
Councilman Baker	ABSENT
Councilwoman Masterson	YES
Councilman D’Ambro	YES
Councilwoman Vomacka	ABSTAINED

Motion carried. Resolution No. 23 of 2020 was adopted unanimously.

Updates due to the C-19 Virus:

Supervisor Kinowski

Supervisor Kinowski stated that by the net meeting the Town Board should be able to conduct virtual meetings, he is working with DOH in regard to BB operations this summer, use of emergency management, he will be capturing all financial expenditures & associated impacts on the Town, and discussed current town hall operations.

Highway: Supt Harris stated that at this time the Highway is running on summer hors and has divided the days between two crews.

Emergency Management: John Nett spoke on cost & reimbursement of C-19 virus, wearing masks, and best thing is to follow stick guidelines; social distance, handwash and sanitize.

Public Input No public comments at this time.

Audited Claims

Motion by Councilwoman Vomacka and seconded by Councilman D'Ambro to pay the audited claims.

General	\$16,354.64	
Town Outside	\$17,119.99	
Highway	\$55,420.81	
Water & Sewer	\$317.50	\$40.25
Capital projects	\$9,205.32	

Motion carried.

Motion by Councilman D'Ambro and seconded by Councilwoman Masterson to adjourn the Town Board meeting at 8:30pm. **Motion carried.**

Respectfully submitted by

Sue Cunningham
Stillwater Town Clerk