

**Stillwater Town Board Meeting  
March 4, 2021 7:00 PM  
Stillwater Town Hall**

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

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

**Via Phone:** Councilwoman Artie Baker  
**Via Zoom:** Councilwoman Valerie Masterson

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

Sue Cunningham, Town Clerk took the roll call.

Business Meeting

**Adoption of Minutes:** **Motion** by Councilwoman Vomacka and seconded by Councilman D'Ambro to adopt the minutes of February 18, 2021. **Motion carried.**

**Agenda Items**                      **Resolutions #13--#16**

**Resolution #13**                      **Budget Adjustments**

WHEREAS, Anne Marie Hallum, Director of Fiscal Management has recommended that the following budget transfers and adjustments be accomplished:

BUDGET IMPACT STATEMENT: as stated below:

Increase Budget

B-9950.9	Transfer to Capital Projects	Additional Funds to CDBG Contractor	\$75,000.00
B-599	Parks & Rec and Space Fund Bal	Additional funds to CDBG Contractor	\$75,000.00
B-9710.7	Interest Bond SCWA	Premium Funds from 2020 Ban used to pay interest 2021	\$29,998.52
B-599	Interest Bond SWCA	Premium funds from 2020 Ban used to pay interest 2021	\$29,998.52

**Motion** by Councilman Baker and seconded by Councilwoman Vomacka to Adopt Resolution No. 13 of 2021.

A roll call was taken on Resolution No. 13 of 2021 as follows:

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

**Motion carried.** Resolution No. 13 of 2021 was adopted unanimously.

**Resolution #14            Authorizing Highway Superintendent to Advertise  
   For Gas, Diesel Fuel and Heating Oil**

Introduced by: Supervisor (Highway Superintendent)

WHEREAS, Highway Superintendent Harris recommends that he be authorized to solicit bids now for Gas, Diesel and Heating Oil to lock in today's price; and

WHEREAS, the Town Board agrees that it would be prudent to do so;

Now, therefore, be it

RESOLVED, that the Highway Superintendent is hereby authorized to solicit bids with the assistance of the Town Clerk, for Gas, Diesel and Heating Oil to be provided to the Town to be opened at the March 18, 2021 Town Board Meeting.

**Motion** by Councilman Baker and seconded by Councilwoman Vomacka to Adopt Resolution No. 14 of 2021.

A roll call was taken on Resolution No. 14 of 2021 as follows:

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

**Motion carried.** Resolution No. 14 of 2021 was adopted unanimously.

**Resolution #15            Appointing Donna Rutland as Assistant Court Clerk**

Introduced by: Supervisor

WHEREAS, Carrie Urdang submitted her letter of resignation effective December 31, 2020 and it is necessary to appoint an Assistant Court Clerk to fill the position; and

WHEREAS, Donna Rutland is qualified to serve as Assistant Court Clerk and can start March 15, 2021;

NOW, therefore be it

RESOLVED, that the Town Board hereby appoints Donna Rutland as the Assistant Court Clerk to replace Carrie Urdang beginning March 15, 2021 and at a rate of pay of \$16.00 per hour.

**Motion** by Councilman Baker and seconded by Councilwoman Vomacka to Adopt Resolution No. 15 of 2021.

A roll call was taken on Resolution No. 15 of 2021 as follows:

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

**Motion carried.** Resolution No. 15 of 2021 was adopted unanimously.

**Resolution #16            Authorizing the Highway Superintendent  
   To Purchase Equipment for the Park Areas and Declare the Current Equipment  
   As Surplus and to be Auctioned**



WHEREAS, as per the regulations implementing the New York State Environmental Quality Review Act (SEQRA), the adoption or update of a Comprehensive Plan is classified as a Type I Action; and

WHEREAS, pursuant to Title 6, Part 617 of the New York Code, Rules and Regulations of the State of New York (“NYCRR”), the Town may waive the requirement for an Environmental Assessment Form (“EAF”) if a DGEIS is prepared or submitted under 6 NYCRR 617.6(a)(4); and

WHEREAS, the DGEIS may be treated as an EAF for the purpose of determining significance of the action; and

WHEREAS, the Town Board has caused the preparation of the Draft Generic Environmental Impact Statement evaluating the cumulative impacts of growth on the community, is the only involved agency for the purpose of this project, and was declared SEQR Lead Agency for the review of the proposed action on October 15, 2020; and

WHEREAS, the draft Comprehensive Plan Update incorporates a DGEIS, which was submitted to the Town Board on September 17, 2020 and the Town Board has reviewed the same in order to determine the potential for significant adverse environmental impacts and the adequacy of the DGEIS pursuant to SEQR;

WHEREAS, the Town Board previously determined that the Comprehensive Plan Update had the potential for significant adverse impacts and directed that a Positive Declaration be prepared, filed, and published on its behalf, as required in 6 NYCRR Part 617 State Environmental Quality Review; and

WHEREAS, the Town Board previously determined the DGEIS is adequate for public review and directed that a Notice of Completion of the DGEIS be prepared, filed, and published on its behalf, as required in 6 NYCRR Part 617 State Environmental Quality Review; and

WHEREAS, a public hearing to receive public comment on the DGEIS and Comprehensive Plan Update was duly noticed and conducted on January 21, 2021 at 7 PM; and

WHEREAS, the written comment period continued until close of business day on January 31, 2021 or ten (10) days after the close of the public hearing, whichever was later.

Now, therefore, be it

RESOLVED, that the Town Board hereby adopts the Comprehensive Plan and GEIS update posted on the Town Website at <https://www.youtube.com/watch?v=OKE6Bp8gOXY&feature=youtu.be>; and be it further

RESOLVED, that the Town Clerk is directed to publish a Notice of Adoption of the Comprehensive Plan and GEIS Update in the Town’s official newspaper, and be it further

RESOLVED, that Chazen is directed to file the final Comprehensive Plan and GEIS update as required under SEQRA, 6 NYCRR Part 617.

**Motion** by Councilman D’Ambro and seconded by Councilman Baker to untable Resolution No. 9 of 2021.

A roll call was taken on Resolution No. 9 of 2021 as follows:

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

Resolution No. 9 of 2021 was untabled at a meeting of the Town Board of the Town of Stillwater duly conducted on March 4, 2021.

**Motion** by Councilwoman Vomacka and seconded by Councilman D’Ambro to Adopt Resolution No. 9 of 2021.

A roll call was taken on Resolution No. 9 of 2021 as follows:

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

**Motion carried.** Resolution No. 9 of 2021 was adopted unanimously.

## **Reports (Town Board, Department Heads & Committees)**

### **Supervisor Kinowski**

Supervisor Kinowski reported that a resident who recently passed away had left the Town with an opportunity to purchase from his estate a carousel for \$10,000. He stated that once to knows the condition of the carousel and the will has been satisfied he will bring more information to the Town Board.

### **John Nett, Police Commission Chair**

Mr. Nett submitted the Police Reform and Reinvention Plan to the Town Board for their review. He also gave a brief summary on the Police and Reinvention Collaborative Process. Through this process they have found that the policies and operational procedures of the Police Department meet or exceed the community’s expectations, the statutory requirements set by law and have identified areas of opportunity for the police department to meet the needs of the community more effectively.

### **COVID**

Supervisor Kinowski commented that the Town is preparing a list of seniors 65 and over to update contact information and updated them on the vaccine availability. He stated that Shirley Herrington and Jen Weaver are making the calls. Jen Weaver gave a brief update on calls made to date.

Attorney Trainor reported that the VA has now lowered the age to 55 for veterans who are interested in receiving the shot.

### **Public Input**

Dick D commented on the recent mailer the Town mailed out.

### **Audited Claims**

**Motion** by Councilman D’Ambro and seconded by Councilman Baker to pay the audited claims.

General	\$5768.46
Town Outside	\$10661.59
Highway	\$22853.29
Water & Sewer	\$509.04
Capital Projects	\$7537.50

**Motion carried.**

**Motion** by Councilwoman Vomacka and seconded by Councilman D’Ambro to adjourn the Town Board meeting at 7:25pm.

Respectfully submitted by

Sue Cunningham  
Stillwater Town Clerk