



# TOWN OF STILLWATER

ESTABLISHED 1788 – SITE OF THE TURNING POINT OF THE AMERICAN REVOLUTION

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## Town Board Meeting Minutes June 16, 2022, 7:00 PM at Stillwater Town Hall

**Present:** Supervisor Ed Kinowski  
Councilman Artie Baker (via speakerphone)  
Councilwoman Ellen Vomacka  
Councilwoman Valerie Masterson

**Also Present:** Danielle Cowin, Town Clerk  
Matt Harris, Superintendent of Highways  
James Trainor, Attorney for the Town  
Joe Lanaro, Engineer for the Town  
John Nett, Police Commissioner

**Absent/Excused:** Councilman Chris D'Ambro

- 1). Supervisor Kinowski called the meeting to order and led everyone in the Pledge to the Flag.
- 2). Danielle Cowin, Town Clerk took the roll call.

3.) **Adoption of Minutes:**

**Motion** by Councilperson Masterson and seconded by Councilperson Vomacka to adopt the minutes of June 2, 2022

**Motion carried.**

4.) **Agenda Items**

**Public hearing-** Bocrest Fields PDD Amendment continued from September 2021

Presentation by Frank Palumbo,

Mr. Palumbo stated some Factors:

- There will be stop signs throughout development.
- Two traffic studies thus far where numbers were consistent
- Went from a long rectangle to more compact shape, which gives more space, another 85 ft from road to give more opportunity for trees and landscape will be provided and allows us to move buildings farther away from neighbors.
- Accomplished designing a driveway from not directing lights right on houses. Now there is no traffic directly facing the houses.
- 13 buildings- 24 units, 312 apartments.
- Modifications were made with assessments.

- PDD language has made modifications and will need to be reviewed by TB.
- 2027 design year- projected time frame
- Traffic analysis is an educated guess. Counting is done on specific days and times.

Joe Lanaro from LaBella presented the traffic study conducted by independent company Creighton-Manning

Stats:

US RTE 4 and brickyard rd. 40 MPH

Halfway house 30 MPH.

Data collected using unmetered traffic devices- 7am- 9am and 4-6 pm peak hours were 730-

830 and 430-530 rte 4

7,915 vehicles a day.

120 new vehicles in AM and 150 in the PM peak hours.

Public Input-

Concerns from local residents:

Did traffic include buses and trucks?

questioned Vanness rd. and rte75 intersection with accidents

The traffic study was not done that far away.

Water lines:

Water line Bond will not be affected per Ed. There will be more use which will lower cost for the residents.

Three story buildings

only in the village

# of children going to school and the buses

**Public Hearing-** Scenic View

Dominick Ricco- representing Scenic View, displayed maps for residence to view

Site specifics-

Reviewed the property lines 500 ft of frontage

Single/family housing- 2700 ft for roadway.

20 acres of estranged land 53 acres left which give 64 units to build 16 single family and 48 apartments side by side 2 story 4 per block.

17 lot subdivision would be the apartments.

Owner building own house in the back.

Water line runs through the property.

Army Corps agreed where the water lines are located.

A large culvert will be placed.

Town rd. will be in place called scenic drive rd.

Public Input-

Resident concerns:

Dip in the road; when a car is in rd. you cannot see them.

Will traffic study be available on website.

Solid fence line be placed across from Bower residence.  
Wildlife is a concern.  
The army corps has restrictions.  
37 county rte. 76- concerned with frontage from driveway.  
Cty rte. 76- questioned with water and sewer line and school system.  
Cty rte. 76- Driveway at end has a huge dip. Concerned with increase in traffic and stop sign down by Legion.  
Traffic speeds through area.  
Was there an Environmental impact study?  
Questioned public benefit? And consider conservation easement? Buffer on Schyler Creek?  
Will there be a Ryder? Buffer?  
Storm water management? A full plan is not yet completed  
Residential homes will not have an easement  
Transfer developments?  
    TDRs are being considered, been on hold for COVID.  
41 Cty rte. 76- what are the amenities?  
    Indoor garages for 2 cars one in and one out. Basement included, pitched roofs.  
    Developer wants high-end looking apartments.  
Ash beetles are a problem.  
Would Developer consider them to be changed to residential housing instead of apts.  
    No  
Flooding on property, widening road on 76?  
Barriers next to current properties? More drainage?  
    The planning board will review  
Cty rte 76  
    Time frame to start construction? 1 year or so?  
    Traffic concerns  
Stratton Lane resident- Traffic concern, Air pollution, open green space.  
    Low density to planned development district? When is this ever going to end?  
17 Cty Rte. 76- concerned with water and sewer lines, fire, police, wildlife and don't utilize the riverfront. Open space is a big deal to longtime residents.

Resolutions: #35 & 48 through #55

**2022 RESOLUTION NO. 35**  
**A Resolution Referring the Scenic View PDD**  
**to the Planning Board for its Review and Advisory Recommendation**

WHEREAS, Alfred Parella has submitted an application to the Town for the Scenic View PDD (“PDD”) and has presented the Project to the Town Board on April 21, 2022; and

WHEREAS, the application is being processed under Local Law No. 4 of 2018, which provides for an approval process for PDD applications.

Now, therefore, be it

RESOLVED, that the Town Board hereby opts to refer the Scenic View PDD application to the Town Planning Board for its review and advisory recommendation in accordance with the procedure set forth in Section 210-19C of the Town Code.

RESOLVED, that the Town Board hereby reaffirms this resolution and considers the public hearing officially closed.

A motion by Chris D'Ambro, seconded by Valerie Masterson, to adopt Resolution No. 35 of 2022.

A roll call was taken on Resolution No. 35 of 2022 as follows:

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

Resolution No. 35 of 2022 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on April 21, 2022.

Resolution No. 35 was reaffirmed at a meeting of the Town Board of the Town of Stillwater duly conducted on June 16, 2022.

**2022 RESOLUTION NO. 48**  
**A Resolution Regarding the Observance of the Juneteenth Holiday**

Introduced by: \_\_\_\_\_ Supervisor \_\_\_\_\_

WHEREAS, the Town Board wishes to establish Juneteenth, June 19, as an official holiday to be observed by all employees of the Town of Stillwater; and

WHEREAS, the Town Board acknowledges that since Juneteenth is an official holiday on both state and federal levels, the rules for observance should follow the Town's customary holiday rules as set forth below.

Now, therefore, be it

RESOLVED, the Town Board hereby adds Juneteenth (June 19) to the list of holidays observed by Town of Stillwater employees; and it is further

RESOLVED, that the rules of observance of Juneteenth will follow the customary rules of all other holidays for Town employees such that should the holiday fall on a Saturday, the employees will have Friday off and if it falls on a Sunday, it will be observed on Monday and should the employee work that day, it will be paid at the appropriate rate of pay.

A motion by Councilperson Artie Baker, seconded by Councilperson Ellen Vomacka to Adopt Resolution No. 48 of 2022.

A roll call was taken on Resolution No. 48 of 2022 as follows:

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

Resolution No. 48 of 2022 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on June 16, 2022.

**2022 RESOLUTION NO. 49**  
**A Resolution of the Town Board's Intent to Serve as Lead Agency**  
**And Refer the Bocrest Fields PDD Amendment**  
**to the Planning Board for Review**

Introduced by:           Supervisor          

WHEREAS, Bocrest Fields LLC has submitted an application to amend the Bocrest Fields PDD, a public hearing was held in September 2021 and a traffic study was completed in February 2022; and

WHEREAS, the Town Board feels it is appropriate to serve as SEQRA Lead Agency and to then refer the application to the Planning Board for review.

Now, therefore, be it

RESOLVED, that the Town Board hereby closes the Public Hearing; and be it further

RESOLVED, that the Town Board finds this to be a SEQRA Type I action and hereby declares its intent to serve as the Lead Agency of the PDD Amendment application submitted by Bocrest Fields LLC; and be it further

RESOLVED, that the Town Planner is hereby requested to send a Letter of Intent to Serve as Lead Agency to all involved or interested agencies regarding the application; and be it further

RESOLVED, that the Town Board hereby refers the PDD Amendment application by Bocrest Fields LLC to the Planning Board for review and comment.

A motion by Councilperson Artie Baker, seconded by Councilperson Ellen Vomacka to Adopt Resolution No. 49 of 2022.

A roll call was taken on Resolution No. 49 of 2022 as follows:

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

Resolution No. 49 of 2022 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on June 16, 2022.

**2022 RESOLUTION NO. 50**  
**A Resolution to Approve the Submission of a RS 2417-A Retirement Form**  
**Regarding Amber Paffen and Christopher D'Ambro**

Introduced by: Supervisor Kinowski

WHEREAS, the RS 2417-A Retirement form is required to be enrolled in the New York State and Local Retirement System; and

WHEREAS, Town Board wishes to authorize the submission of New York State and Local Retirement System form RS 2417-A with regard to Tax Collector Amber Paffen and Councilman Christopher D'Ambro.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board hereby authorizes the submission of NYSLRS Form RS 2417-A with regard to Tax Collector Amber Paffen and Councilman Christopher D'Ambro.

A motion by Councilman Artie Baker, seconded by Councilwoman Ellen Vomacka to adopt Resolution No. 50 of 2022.

A roll call was taken on Resolution No. 50 of 2022 as follows:

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

Resolution No. 50 of 2022 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on June 16, 2022.

**2022 RESOLUTION NO. 51**  
**A Resolution Authorizing the Supervisor to**  
**Sign LaBella Engagement Agreement #18 of 2022**  
**Regarding the Stillwater Area Community Center**

Introduced by: Supervisor \_\_\_\_\_

WHEREAS LaBella Associates has presented the Town with 2022 Engagement Agreement #18 which is to authorize professional engineering services related to the Stillwater Area Community Center located at 19 Palmer Street in the Town of Stillwater; and

WHEREAS the engineering services are needed to provide a limited building condition assessment of the Stillwater Area Community Center building.

Now, therefore, be it

RESOLVED, that the Town Board hereby authorizes the Supervisor to sign 2022 Engagement Agreement #18 with LaBella Associates to provide a limited building condition assessment of the Stillwater Area Community Center.

A motion by Councilperson Artie Baker, seconded by Councilperson Ellen Vomacka, to adopt Resolution No. 51 of 2022.

A roll call was taken on Resolution No. 51 of 2022 as follows:

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

Resolution No. 51 of 2022 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on June 16, 2022.

### **2022 RESOLUTION NO. 52 Resolution Regarding 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.

RESOLVED, that the Town Board hereby authorizes the above proposed adjustments to the 2022 Budget.

A motion by Councilperson Artie Baker, seconded by Councilperson Ellen Vomacka, to Adopt Resolution No. 52 of 2022.

BUDGET INCREASE			
B 1420-4	Attorney Contractual	Increase in Attorney FEES	20,000.00
B599	Fund Balance	Increase in Attorney Fees	20,000.00
A-1680-4	Central Data Processing Contractual	Error in 2021 invoice	8,000.00
A-599	Fund Balance	Error in 2021 invoice	8,000.00
A-8510.4	Community Beautification	Legion Post 490 Paving Community service	53,000.00
A-599	Fund Balance	Legion Post 490 Paving Community service	53,000.00
BUDGET ADJUSTMENTS			
A-3010.4	Emergency Management	Richard French	200.00
A-7270.4	Culture & Recreation	Richard French	-200.00
B-7510.2	HISTORIAN EQUIP	NEW COMPUTER LAP TOP	1,000.00
B-7510.100	HISTORIAN SALARIES	NEW COMPUTER LAP TOP	-1,000.00
A-1220.2	Supervisor Equipment	Tiara new computer	1,300.00
A-1220.4	Supervisor Contractual	Tiara New Computer	-1,300.00

A roll call was taken on Resolution No. 52 of 2022 as follows:



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

Resolution No. 52 of 2022 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on June 16, 2022.

**2022 RESOLUTION NO. 53**  
**A Resolution Authorizing the Purchase of a John Deere**  
**RX 84 Rotary Cutter and a John Deere BP84C Pick Up Broom**  
**from NYS OGS Contract # 3PC69403**

WHEREAS, Highway Superintendent Harris has requested to purchase a John Deere RX 84 Rotary Cutter and a John Deere BP84C Pick up broom from NYS OGS Contract #3PC69403; and

WHEREAS, purchases of equipment listed in a NYS OGS contract is not subject to the public bidding requirements in General Municipal Law section 103; and

WHEREAS, in conjunction with the purchases of the John Deere RX 84 Rotary Cutter and a John Deere BP84C Pick up broom the Town will trade in the surplus John Deere 310 Backhoe Loader Vin # T0310DG784333 owned by the Town toward the purchases in an amount not to exceed \$12,000.00.

Now, therefore, be it

RESOLVED, that Highway Superintendent Harris is hereby authorized to purchase a John Deere RX 84 Rotary Cutter and a John Deere BP84C Pick up broom from NYS OGS Contract #3PC69403, as well as trade in the surplus John Deere 310 Backhoe Loader Vin # T0310DG784333 owned by the Town toward these purchases not to exceed \$12,000.00.

A motion by Councilperson Artie Baker, seconded by Councilperson Ellen Vomacka, to adopt Resolution No. 53 of 2022.

A roll call was taken on Resolution No. 53 of 2022 as follows:

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

Resolution No. 53 of 2022 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on June 16, 2022.

**2022 RESOLUTION NO. 54**  
**A Resolution Awarding Contract for**  
**Riverside Water Tank Demolition**  
**to DSA Services, Inc.**

Introduced by: Supervisor

WHEREAS, Town Board authorized the C.T. Male Associates to begin accepting bids for the demolition of the Riverside Water Tank on May 5, 2022; and

WHEREAS the Town subsequently received and reviewed a single responsive bid from DSA Services, Inc. and said bid was verified and deemed to be acceptable; and

WHEREAS the Town wishes to award the Contract for the demolition of the Riverside Water Tank to DSA Services, Inc.

Now, therefore, be it

RESOLVED, the Town Board accepts the bid from DSA Services, Inc. dated May 5, 2022 to be the winning bid; and be it further

RESOLVED, the Town Board awards the Contract for the demolition of Riverside Water Tank in the amount of \$649,000.00; and be it further

RESOLVED, that the Supervisor is authorized to sign Agreements with DSA Services, Inc..

A motion by Councilperson Artie Baker seconded by Councilperson Ellen Vomacka, to adopt Resolution No. 54 of 2022; and

A roll call was taken on Resolution No. 54 of 2022 as follows:

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

Resolution No. 54 of 2022 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on June 16, 2022.

**2022 RESOLUTION NO. 55**  
**A Resolution Approving the Filing of Grant**  
**Applications with the Consolidated Funding Application**  
**Process to Fund Bemis Heights Historic Trail**

Introduced by: Supervisor

WHEREAS, Town Board wishes to file one or more applications through the Consolidated Funding Application process to fund the survey, engineering, and construction of the Town of Stillwater's Champlain Canalway; and

WHEREAS the Town wishes to utilize the grant money for the construction of a segment of trail between Price Road and Bemis Heights, to be known as Bemis Heights Historic Trail.; and

WHEREAS the Town wishes to support this Bemis Heights Historic Trail by requiring a grant match through the provision of in-kind services during the construction portion of the project.

Now, therefore, be it

RESOLVED, the Town Board approves of the filing of one or more applications using the Consolidated Funding Application process for the survey, engineering, and construction of the creation of Bemis Heights Historic Trail; and be it further

RESOLVED, the Town Board agrees to require the Town of Stillwater to a grant match through the provision of in-kind services during the construction of Bemis Heights Historic Trail.

A motion by Councilperson Artie Baker, seconded by Councilperson Ellen Vomacka, to adopt Resolution No. 55 of 2022; and

A roll call was taken on Resolution No. 55 of 2022 as follows:

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

Resolution No. 55 of 2022 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on June 16, 2022.

5.) Public Input-

Resident questioned Street Signs  
no actions

Update on Train issues

Engine is supposed to be shut down after 4 hours but not happening.

Sound bite- Going to move it back about 300 ft. More notices going out and fines may be issued.

Quiet zone questioned  
not pursued because of safety concern.

6.) Other Business

Artie recommends a cab be purchased for Canine control truck and an increase rate for gasoline. The cab for truck is \$3194.00. To be approved by Town Board.

Fence on Halfway House Rd. will be completed tomorrow.

The Town Clerk presented the following reports for the Town Boards review. The Town Clerk's monthly report and the Financial Officer's report for the month of May 2022.

7.) Audited Claims

**Motion** by Councilperson Baker and seconded by Councilperson Masterson to pay the audited claims.

General	\$79,556.40
Town Outside	\$27,078.71
Highway	\$20,7658.39
Water & Sewer	\$5,284.89

Prepays

General	\$6,688.69
Town Outside	\$357.35
Highway	\$359.44
Water & Sewer	\$35.02

**Motion carried.**

8.) Adjournment (Executive Session if Necessary)

**Motion** by Councilperson Baker and seconded by Councilperson Vomacka to adjourn the Town Board meeting at 9:35 pm **Motion carried.**

Respectfully submitted by

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Danielle Cowin  
Stillwater Town Clerk