



TOWN OF STILLWATER

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

Town Board Meeting Minutes December 15, 2022 7:00 PM at Stillwater Town Hall

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

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

Absent/Excused: Councilwoman Valerie Masterson
John Nett, Police Commissioner

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

Danielle Cowin, Town Clerk took the roll call.

Adoption of Minutes: Motion by Councilperson Vomacka and seconded by Councilperson D'Ambro to adopt the minutes of December 1, 2022 **Motion carried.**

Public Hearing- Local Law No. 9 of 2022; Senior Tax Exemptions

Supervisor Kinowski stated New York State has authorized towns to make available a partial real property tax exemption to qualified senior citizens. The Town Board of Stillwater has determined that it is appropriate to make this exemption available to qualified residents over 65 years old.

Public input: J. Yankowski, resident, asked if there are certain qualifications. Ed Kinowski replied with the Town Assessor will reach out to our residents. The application deadline is March 1, 2023

With everyone having the opportunity to comment, Supervisor Kinowski adjourned the public hearing at 7:04pm.

Agenda Items Resolutions: #106-112

Resolution No. 106

Meeting minutes will be approved at next meeting

A Resolution Appointing a Part-Time Town Historian

Introduced by: Supervisor

WHEREAS, Makenzie Macey is duly qualified by her education to act as an historian for the Town; and

WHEREAS, the position will be part-time at 30 hours per week and will require her to oversee the Town Historian’s office and the Blockhouse Museum.

Now, therefore, be it

RESOLVED, that Makenzie Macey is hereby appointed to the position of part-time Town Historian to work 30 hours per week overseeing the Town Historian’s office and the Blockhouse Museum, starting the first pay period in 2023.

Motion by Councilman D’Ambro, seconded by Councilwoman Vomacka, to adopt Resolution No. 106 of 2022.

A roll call was taken on Resolution No. 106 of 2022 as follows:

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

Motion carried. Resolution No. 106 of 2022 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on December 15, 2022.

The Board welcomed Mackenzie Macey, the new Town Historian, for the Town of Stillwater. Mackenzie will also oversee the Stillwater Blockhouse.

Resolution No. 107

**A Resolution Adopting Local Law No. 9 of 2022,
a Local Law Increasing Tax Exemptions for Certain 65+ Year Old Residents**

Introduced by: Supervisor

WHEREAS, Saratoga County has recently increased the allowable income and granted partial tax exemptions to persons over 65 years of age; and

WHEREAS, it is in the interest of Stillwater Town residents to consider implementing these same amendments and a public hearing was held on December 15, 2022.

Now, therefore, be it

RESOLVED, that Local Law No. ___ of 2022, a Local Law Increasing Tax Exemptions for Certain 65+ Year Old Residents, is hereby adopted; and be it further

RESOLVED, that Town Clerk is hereby directed to file the Local Law with the New York Secretary of State forthwith.

Motion by Councilwoman Vomacka, seconded by Councilman D'Ambro, to adopt Resolution No. 107 of 2022.

A roll call was taken on Resolution No. 107 of 2022 as follows:

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

Motion carried. Resolution No. 107 of 2022 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on December 15, 2022.

Resolution No. 108

Resolution Regarding Budget Adjustments

Introduced by: Supervisor

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

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board hereby approves the budget adjustments and transfers.

BUDGET ADJUSTMENTS/ TRANSFERS			
A-9950.9 A-599	Transfer to capital proj Fund Balance Committed EMS	To transfer to capital projects for ems building prior to ban monies	5892.50 5892.50
Transfer \$5892.50 to	Capital Projects from A		
SW-9950.9 SW-599	Transfer to capital project Fund Balance	Water Tank Demolition Water Tank Demolition	180,700.00 180,700.00
Transfer \$180,700 to	Capital Projects from SW		
A-9950.9 A 3089	Transfer to capital Projects From Other Lab ARPA funds State Aid, Other ARPA	Water Tank Demolition	300,000.00 300,000.00
Transfer to capital proj	Arpa monies for tank	demolition	
SW-8340-466 SW-2147	Water Transmission operation Metered Sales	Increase Budget Increase Budget	8000.00 8000.00
SW-8320-465 SW-2146	Water Source Operation Metered Sales	Increase Budget Increase Budget	15,000.00 15,000.00
A-2770 A-7550.4	Miscellaneous Income Celebrations	Village/town share of fire works Village /town share of fire works	2250.00 2250.00
A-1345.4 A-3005	Grant Writing Mortgage Tax	Clothier Grant Writing Clothier Grant Writing	1200.00 1200.00
A-1420.41 A-3005	Attorney Contract Mortgage Tax	Addition legal fees Additional legal fees	15000.00 15000.00
B-7140-4683 B-599	Glen Hollow Park Parks and Rec Fund Bal	New Back Board New Back Board	1250.00 1250.00

Meeting minutes will be approved at next meeting

Motion by Councilwoman Vomacka, seconded by Councilman D’Ambro, to adopt Resolution No. 108 of 2022.

A roll call was taken on Resolution No. 108 of 2022 as follows:

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

Motion carried Resolution No. 108 of 2022 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on December 15, 2022.

Resolution No. 109

**A Resolution Authorizing the Supervisor to
Sign LaBella Engineering Engagement Agreement #23 of 2022
to Produce Bid and Construction Documents
for the SACC Re-Roofing Project**

Introduced by: Supervisor _____

WHEREAS, LaBella Associates has presented the Town with 2022 Engagement Agreement #23 which is to authorize professional engineering services to Produce Bid and Construction Documents for the SACC Re-Roofing Project in the Town of Stillwater; and

Now, therefore, be it

RESOLVED, that the Town Board hereby authorizes the Supervisor to sign 2022 Engagement Agreement #23 with LaBella Associates to authorize professional engineering services to Produce Bid and Construction Documents for the SACC Re-Roofing Project in the Town of Stillwater.

Motion A motion by Councilwoman Vomacka, seconded by Councilman D’Ambro, to adopt Resolution No. 109 of 2022.

A roll call was taken on Resolution No. 109 of 2022 as follows:

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

Motion carried. Resolution No. 109 of 2022 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on December 15, 2022.

Resolution No. 110

A Resolution Authorizing the Supervisor to Sign LaBella Engineering Engagement Agreement #24 of 2022 Regarding the Brown’s Beach Shoreline Erosion Study

Introduced by: Supervisor

WHEREAS, LaBella Associates has presented the Town with 2022 Engagement Agreement #24 which is to authorize professional engineering services regarding the Brown’s Beach Shoreline Study.

Now, therefore, be it

RESOLVED, that the Town Board hereby authorizes the Supervisor to sign 2022 Engagement Agreement #24 with LaBella Associates to authorize professional engineering services regarding the Brown’s Beach Shoreline Study.

Motion by Councilwoman Vomacka, seconded by Councilman D’Ambro, to adopt Resolution No. 110 of 2022.

A roll call was taken on Resolution No. 110 of 2022 as follows:

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

Motion carried. Resolution No. 110 of 2022 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on December 15, 2022.

Resolution No. 111

A Resolution to Adopt Year End Budget Transfers and Corrections

Introduced by: Supervisor

WHEREAS, certain year end budget transfers and corrections to contingent appropriations should be undertaken to maximize the use of 2022 appropriated funds; and WHEREAS, the Office of Fiscal Management will work with the Supervisor to finalize all transactions for fiscal close-out, ensure the necessary transfer and use of unexpended balances to balance the 2022 budget, make corrections to contingent appropriations with the 2022 budget, adjust the distribution of sales tax revenues between B and DB Funds, as required by the board, and encumber the necessary funds to pay unpaid 2022 obligations;

Now, therefore, be it

RESOLVED, that the Town Board hereby approves the described year end budget transfers, corrections to contingent appropriations and adjustments to the distribution of sales tax revenues; and be it further

RESOLVED, that the Town Board hereby directs the Office of Fiscal Management to work with the Supervisor to make the appropriate transfers and corrections and annotate the same in the Town's financial records.

Motion by Councilwoman Vomacka, seconded by Councilman D'Ambro, to adopt Resolution No. 111 of 2022.

A roll call was taken on Resolution No. 111 of 2022 as follows:

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

Motion carried. Resolution No. 111 of 2022 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on December 15, 2022.

Resolution No. 112

A Resolution Authorizing the Supervisor to Sign an Agreement with SLPID

Introduced by: Supervisor

WHEREAS, the Saratoga Lake Protection & Improvement District ("SLPID") has proposed the attached five-year renewal Agreement among the municipalities adjacent to Saratoga Lake; and

WHEREAS, the proposed Agreement commits the Town of Stillwater to contribute \$5000 per year to protect and improve the lake;

Now, therefore, be it

RESOLVED, that the Town Board hereby authorizes the Supervisor to sign the attached five-year renewal Agreement with SLPID with other municipalities to help protect and improve Saratoga Lake.

Motion by Councilwoman Vomacka, seconded by Councilman D'Ambro, to adopt Resolution No. 112 of 2022.

A roll call was taken on Resolution No. 112 of 2022 as follows:

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

Motion carried. Resolution No. 112 of 2022 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on December 15, 2022.

Public Input

J. Yankowski, resident, thanked the Board for a copy of the previous months meeting minutes and the handouts for tonight's meeting.

C. Manning and M. Sweeney, residents, asked about an update on Saratoga Glen Hollow Water Company complaints that were addressed at meeting previously.

Supervisor Kinowski replied, that is a private corporation and not the towns but he is in conversation with the company and they are working on improvements.

K. Carpenter, resident, questioned the time frame for answers on the water Company.

Supervisor Kinowski replied it will be in January or February.

K. Carpenter also asked about a follow up on her requests: hold a public hearing to inform the public on projects in Stillwater and to create a policy for placing the agenda out 24 hours in advance of the meetings.

Supervisor Kinowski responded; Councilwoman Masterson is working on the first item and the other item needs to be discussed among the Town Board.

Other Business

Supervisor Kinowski spoke about SLIPID (Saratoga Lake Protection & Improvement District) The SLPID municipality agreement is between Town boards of Malta, Saratoga, Stillwater and the City of Saratoga Springs all in which are located within the County of Saratoga. Each municipality will jointly contribute funding to protect and improve Saratoga Lake. With that, there is damage on the shoreline of the beach that will need repair sooner than later. LaBella Engineering Associates will conduct a shoreline erosion study for Browns Beach.

Councilman Baker was concerned and questioned who is paying for the repairs.

Mackenzie Macey thanked the Board for their patience as she moves into her new position and reorganizes.

Supervisor Kinowski thanked the Highway department for their hard work this past week with 2 water main breaks and having to stand out in the cold for many hours with the repairs. The Town Board wished everyone a Merry Christmas and Happy New Year.

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 November 2022.

Audited Claims

Motion by Councilperson D’Ambro and seconded by Councilperson Vomacka to pay the audited claims.

General	\$ 8713.76
Town Outside	\$ 5575.68
Highway	\$44947.19
Water & Sewer	\$ 909.54

Prepays

General	\$156804.89
Town Outside	\$ 50763.37
Highway	\$143483.24
Lighting	\$ 2987.66
Water & Sewer	\$ 33443.97
Trust and Agency	\$ 11946.11
Capital Projects	\$711094.29

Motion carried.

Adjournment (Executive Session if Necessary)

Motion by Councilperson Baker and seconded by Councilperson D’Ambro to adjourn the Town Board meeting at 7:45 pm.

Motion carried.

Respectfully submitted by,

Danielle Cowin
Stillwater Town Clerk