



TOWN OF STILLWATER

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

Town Board Meeting Minutes April 6, 2023 - 7:00 PM at Stillwater Town Hall

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

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

Absent/Excused: Councilwoman 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 Supervisor Kinowski and seconded by Councilperson Vomacka to table the minutes from March 16th, 2023

Motion carried.

Agenda Items Resolutions No.17-22 of 2023

Resolution No. 17

**A Resolution Adopting Local Law _____ of 2023, a Local Law Amending
Local Law No. 4 of 2022 Regarding the Scenic View Estates PDD**

Introduced by: Supervisor

WHEREAS, Scenic View Development, LLC submitted an application to the Town for an Amendment to the Scenic View PDD, which was originally approved by the Town Board in August, 2022; and

WHEREAS, the application seeks to amend the Scenic View PDD to allow sidewalks along County Route 76 instead of along the proposed Town Road inside the development and to allow the new interior Town Road to exceed the maximum grade of 7% up to 9.5%; and

WHEREAS, a public hearing was held on March 16, 2023, at 7:00 p.m. at Town Hall, 881 Hudson Avenue, Stillwater, New York, to receive comments from the public regarding the proposed Amendment to Scenic View PDD; and

WHEREAS, the Full Environmental Assessment Form was duly considered and the Town Board previously determined in Resolution No. 16 of 2023 that there were no significant environmental impacts as a result of the adoption of the amendments.

Now therefore be it,

RESOLVED, that the time period for receiving public comments and submissions is now closed; and be it further

RESOLVED, that the Town Board hereby adopts Local Law ___ of 2023, a local law amending Local Law No. 4 of 2022, regarding the Scenic View Estates PDD, conditioned upon the applicant being responsible for the maintenance of all sidewalks proposed as part of the PDD project; and be it further,

RESOLVED, that the Town Clerk shall immediately post and publish notice of the adoption of this Resolution in the Express or Gazette with a descriptive summary or extract of the PDD within 5 days pursuant to Article 16 of the Town's Zoning Code and obtain Affidavits of Publication therefore; and be it further

RESOLVED, that the Town Clerk file a certified copy of Local Law No. ___ of 2023 with the New York Secretary of State within 20 days of its adoption and shall file a copy of the local law with the County Planning Agency and the Town Planning Board; and be it further

RESOLVED, that the Town Clerk shall complete, file and maintain in the Office of the Town Clerk the Affidavits of Posting/Publication, and maintain a separate file for zoning changes, and be it further,

RESOLVED, that the Town Clerk shall include the text of the local law within or attached to the minutes of this Town Board meeting per Town Law §265(2).

Motion by Councilperson Baker, seconded by Councilperson Vomacka, to adopt Resolution No. 17 of 2023.

A roll call was taken on Resolution No. 17 of 2023 as follows:

| | |
|----------------------|-----|
| Supervisor Kinowski | YES |
| Councilman Baker | YES |
| Councilwoman Vomacka | YES |
| Councilman D'Ambro | YES |

Councilwoman Masterson ABSENT

Motion carried. Resolution No. 17 of 2023 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on April 6, 2023.

Resolution No. 18

A Resolution Authorizing the Highway Superintendent to Purchase a HAMM HD10C Roller off Source-Well Contract No. 060122

Introduced by: Supervisor

WHEREAS, Highway Superintendent Harris has requested to purchase a new HAMM HD10C Roller of Source-Well Contract No. 060122 not to exceed \$38,410.00, as budgeted; and

WHEREAS, purchases of equipment listed in the Source-Well Contract No. 060122 are not subject to the public bidding requirements in General Municipal Law Section 103; and

Now, therefore, be it

RESOLVED, that the purchase of a new HAMM HD10C Roller of Source-Well Contract No. 060122 not to exceed \$38,410.00, is hereby approved.

Motion by Councilperson Baker, seconded by Councilperson Vomacka, to adopt Resolution No. 18 of 2023.

A roll call vote was taken on Resolution No. 18 of 2023 as follows:

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

Motion carried. Resolution No. 18 of 2023 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on April 6, 2023.

Resolution No. 19

A Resolution Authorizing the Highway Superintendent to Purchase a John Deere 624 Wheel Loader off NYS OGS Contract No. #PC69403 with a Trade-ins of 2016 CAT 950m Wheel Loader and 2010 CAT CB-24 Roller

Introduced by: Supervisor

WHEREAS, Highway Superintendent Harris has requested to purchase a new John Deere 624 Wheel Loader off NYS OGS Contract No. #PC69403 not to exceed \$44,632.00; and

WHEREAS, as part of this purchase the Highway Superintendent proposes to trade-in a 2016 CAT 950m Wheel Loader VIN# CATA0950MPEMB02194 and a 2010 CAT CB-24 Roller VIN# CATOCB24P24001159 as surplus to the Town; and

WHEREAS, purchases of equipment listed in the NYS OGS Contract No. PC69403 are not subject to the public bidding requirements in General Municipal Law Section 103; and

Now, therefore, be it

RESOLVED, that the purchase of a new John Deere 624 Wheel Loader off NYS OGS Contract No. #PC69403 not to exceed \$44,632.00, and the trade-ins of a 2016 CAT 950m Wheel Loader VIN# CATA0950MPEMB02194 and a 2010 CAT CB-24 Roller VIN# CATOCB24P24001159 as surplus, are hereby approved.

Motion by Councilperson Baker, seconded by Councilperson Vomacka, to adopt Resolution No. 19 of 2023.

A roll call vote was taken on Resolution No. 19 of 2023 as follows:

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

Motion carried. Resolution No. 19 of 2023 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on April 6, 2023.

Resolution No. 20

A Resolution Approving the Highway §284 Plan for 2023

Motion carried. Resolution No. 20 of 2023 was **tabled** at a meeting of the Town Board of the Town of Stillwater duly conducted on April 6, 2023.

Resolution No. 21

A Resolution Authorizing Highway Superintendent to Advertise For Gas, Diesel Fuel and Heating Oil

Introduced by: Supervisor

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 advertise for bids with the assistance of the Town Clerk, for Gas, Diesel and Heating Oil to be provided to the Town and to be opened at the April 20, 2022 Town Board Meeting.

Motion by Councilperson Baker, seconded by Councilperson Vomacka, to adopt Resolution No. 21 of 2023.

A roll call vote was taken on Resolution No. 21 of 2023 as follows:

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

Motion carried. Resolution No. 21 of 2023 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on April 6, 2023.

Resolution No. 22

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

| <i>BUDGET ADJUSTMENTS/ TRANSFERS</i> | | | |
|--|-----------------------------|--|-----------------|
| <i>DB-5130.2</i> | <i>Equipment</i> | <i>Purchase of new pick up</i> | <i>28225.69</i> |
| <i>DB-2680</i> | <i>Insurance Recoveries</i> | <i>Purchase of new pick up</i> | <i>28225.69</i> |
| <i>DB-5130.2</i> | <i>Equipment</i> | <i>Purchase of new pick up</i> | <i>20805.61</i> |
| <i>DB-599</i> | <i>Fund Balance</i> | <i>Purchase of new pickup. Insurance monies received 2022</i> | <i>20805.61</i> |
| <i>B 7140.4681</i> | <i>Blockhouse</i> | <i>TO COVER COMPUTER FOR MAKENZIE MACEY DESKTOP TRANSFER</i> | <i>-1000.00</i> |
| <i>B-7510.2</i> | <i>Historian Equipment</i> | <i>TO COVER COMPUTER FOR MAKENZIE MACEY DESKTOP TRANSFER</i> | <i>1000.00</i> |

RESOLVED, that the above Budget Adjustments and Transfers are hereby approved.

Motion by Councilperson Baker, seconded by Councilperson Vomacka, to adopt Resolution No. 22 of 2023.

A roll call vote was taken on Resolution No. 22 of 2023 as follows:

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

Motion carried. Resolution No. 2022 of 2023 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on April 6, 2023.

Public Input

With no public input, we will carry onto other business.

Other Business

Supervisor Ed Kinowski

Meeting with LaBella in regards to the roof at Stillwater Area Community Center and RFP contract to proceed. Councilman Kinowski asked Ken Ingersoll to escort folks up to the roof and added the kitchen roof needs replacement as well.

Met with Global Foundries. Presentation will be on May 4, 2023 at 6pm at the Town Hall in Stillwater.

Public Safety Building is moving along with a rough plumbing and slab coming next.

NYS grant came through regarding walking sidewalks and Supervisor Kinowski asked Labella to write the grant.

Suggested the language be revised in the Town Code according to the change in sidewalks.

Supervisor Kinowski is meeting with Norfolk Railroad next week and will address the continued issues.

The town will utilize the Post 490 for emergency management area and would like to purchase a defibrillator. This will live at the legion.

Our contractor for Plowing, has repaired the broken fence out in from of the town hall parking lot. Clayton will pressure wash the fence and it will remain in place instead of replacing the whole fence.

Opening Day for the ballfield at Riverside park has been cancelled due to weather. Supervisor Kinowski is working on the lighting at the park.

Baseball field at the legion had an engineer firm, hired by the school and was told to raise the field up 2ft. The school is normally done using the fields in mid-June every year. There is discussion on joint shared services with the town and the school. Supervisor Kinowski will connect with Joe Lanaro and Patty Morris and ask for recommendations.

Councilperson Vomacka

Working with Boy Scouts on projects pertaining to painting the Blockhouse, flower boxes and benches.

Collecting applications for admission employees for Browns Beach. Sue Cunningham hires the lifeguards and VivaVista will hire for concessions and rentals.

Patriots are looking for high school student tours/trails and conform a committee for cemetery fund maintenance. Ellen is working with Ken Ingersoll with volunteers as they need a funding mechanism. Supervisor Kinowski suggested Ellen to meet with Town Attorney regarding funding for cemetery operations.

Town Clerk Danielle Cowin

Our Historian Mackenzie Macey invited residents to a meeting to create a Historical Society, which has been empty for some time. About 8 residents attended and agreed to be part of the town historical society as well as some of them being part of the 250 Revolution Committee with the Town of Saratoga and the Town of Stillwater.

Attended the Yellow Ribbon Day in Halfmoon this year, celebrating our veterans and dropped off items collected at Town Hall. Thank you to all that participated in the donations.

Artie Baker, Clayton Russom and Danielle Cowin are working on replacing the Town Hall sign located above the entrance of the Town Hall building. The current was is disintegrating and needs replacement. Also, working on landscaping at town hall, Glen Hollow and Browns Beach areas.

Licensed Notaries are now required to report their services. In other words, keep a journal of all notary services provided.

Ethics Committee- Mike Caufield (chairman) and Danielle Cowin with assistance from Diane at Jim Trainor's office is coordinating to reproduce the Ethics Committee. Mike and Danielle are reaching out to residents as we need a couple of residents to join.

As of March 28, 2023, Town Clerks are now required to issue one-day marriage officiant licenses in accordance with Domestic Relations Law 11-d. There is a \$25.00 statutory application fee to be collected before the license can be issued. This means that anyone seeking a one-day marriage officiant license must apply at the same town clerk's office who issued the marriage license for the whose marriage the individual will be solemnizing and expires on the date the couple is married or their marriage license expires, whichever occurs first.

Audited Claims

The Town Clerk presented the following reports for the Town Board review. The Town Clerk's Monthly report and the Financial Officer's report for the month of December 2022.

| | |
|--------------|------------|
| General | \$43935.32 |
| Town Outside | \$28023.00 |
| Highway | \$39342.60 |
| Water | \$17616.02 |

Pre-Paid

| | |
|------------------|-------------|
| General | \$33522.00 |
| Town Outside | \$8498.80 |
| DB Highway | \$39001.55 |
| Capital Projects | \$291263.19 |
| Lighting | \$1492.71 |
| Water/Sewer | \$2724.38 |
| Trust & Agency | \$11175.06 |

Motion by Councilperson D'Ambro and seconded by Councilperson Baker to pay the audited claims.

Motion carried.

Adjournment

Motion by Councilperson D'Ambro and seconded by Councilperson Baker to adjourn the Town Board meeting at 8:00 pm.

Motion carried.

Respectfully submitted by

Danielle Cowin
Stillwater Town Clerk