



TOWN OF STILLWATER

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

Town Board Meeting Minutes February 15, 2024 - 7:00 PM at Stillwater Town Hall

Present: Supervisor Ed Kinowski
Councilmember Artie Baker- via Zoom
Councilmember Chris D'Ambro
Councilmember Ellen Vomacka
Councilmember Jennifer Weaver

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

Absent/Excused: None.

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 Councilmember Vomacka and seconded by Councilmember D'Ambro to adopt the minutes of February 1, 2024.

Motion carried.

Agenda Items

Resolutions No. 6-11

Presentation- Browns Beach Paddock Proposal- **Tabled** until March 7th meeting.

Resolution No. 6

Resolution Authorizing the Supervisor to Sign LaBella Engagement Agreement 10 of 2024 re: Highway Garage Programming Study

Introduced by: Supervisor

WHEREAS upon the Supervisor's request, LaBella Associates presented the Town with 2024 Engagement Agreement #10, a copy of which is attached hereto, which is to authorize professional services to conduct a Highway Garage Programming Study; and

WHEREAS the Study is estimated to cost the Town \$17,750.

NOW, therefore, be it

RESOLVED, that the Town Board hereby authorizes the Supervisor to sign the attached 2024 Engagement Agreement #10 with LaBella Associates to conduct a Highway Garage Programming Study for the Town of Stillwater at aa cost of \$17,750.00.

A motion by Councilman Baker, seconded by Councilwoman Weaver, to adopt Resolution No. 6 of 2024.

A roll call was taken on Resolution No. 6 of 2024 as follows:

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

Resolution No. 6 of 2024 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on February 15, 2024.

Resolution No. 7

Resolution Appointing the Deputy Supervisor as the alternate FOIL Appeal Officer

Introduced by: Supervisor

WHEREAS New York's Freedom of Information Law ("FOIL") requires that the Town Board appoint a FOIL Officer and a FOIL Appeal Officer, and the Town Clerk and the Town Supervisor have been appointed in those capacities, respectively; and

WHEREAS from time to time the Town Supervisor may feel the need to recuse him or herself from deciding a particular FOIL appeal, thus necessitating that an alternate FOIL Appeal Officer be appointed.

NOW, therefore, be it

RESOLVED, that the Town Board hereby appoints the Deputy Supervisor, currently Councilwoman Vomacka, as the Town's Alternate FOIL Appeals Officer in the event of a recusal by the Town Supervisor as the appointed FOIL Appeals Officer.

A motion by Councilman Baker, seconded by Councilwoman Weaver, to adopt Resolution No. 7 of 2024.

A roll call was taken on Resolution No. 7 of 2024 as follows:

Supervisor Kinowski	YES
Councilman Baker	YES

Councilwoman Vomacka	YES
Councilman D'Ambro	YES
Councilwoman Weaver	YES

Resolution No. 7 of 2024 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on February 15, 2024.

Resolution No. 8

Resolution Changing the Title of the MS4 Program Coordinator

Introduced by: Supervisor

WHEREAS, the New York State Department of Environmental Conservation has issued the new [General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems Permit, GP-0-24-001](#) under the MS4 Program requiring MS4s designate a position titled Stormwater Program Coordinator; and

NOW, therefore, be it

RESOLVED, that the Town Board hereby designates the current Stormwater Management Officer, Lindsay Buck as the Stormwater Program Coordinator;

AND BE IT FURTHER RESOLVED, that the duties and title of the Stormwater Program Coordinator will be assigned to the Senior Planner or Planner Position(s), and meeting the qualifications as outlined in the MS4 Permit, within the Building and Planning office.

A motion by Councilman Baker, seconded by Councilwoman Weaver, to adopt Resolution No. 8 of 2024.

A roll call was taken on Resolution No. 8 of 2024 as follows:

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

Resolution No. 8 of 2024 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on February 15, 2024.

Resolution No. 9

Resolution Approving an Expenditure to the Historic Hudson Hoosic Partnership

Introduced by: Supervisor

WHEREAS the Historic Hudson Hoosick Partnership was provided a \$150,000 reimbursement grant from the State of New York, but the partnership needs upfront cash to spend in order to seek reimbursement; and

WHEREAS thus far, the County contributed \$15,000, Northumberland \$10,000, and the Towns of Saratoga and Waterford \$10,000 each with more promised; and

WHEREAS the Partnership’s Visitor Center is at the crossroads of Saratoga and Washington Counties and can help preserve, enhance, and develop the historic, agricultural, scenic, natural and recreational resources and the significant waterways within the Partnership region for Saratoga County; and

WHEREAS the Partnership will also advance collaborative projects with non-profit and governmental entities with an emphasis on both agricultural and open space protection, economic and tourism development, and the protection and interpretation of our natural and cultural heritage; and

WHEREAS the Partnership will foster collaborative approaches to preserve a landscape supporting the historic, cultural and environmental assets of the upper Hudson Valley watershed, to protect its traditional land uses and environmental quality and to develop the economic potential of heritage and outdoor recreational activities.

NOW, therefore, be it

RESOLVED, that the Town Board hereby authorizes the expenditure of \$10,000.00 to send to the Historic Hudson Hoosick Partnership so it will be able to continue the good work it currently does on behalf of the residents of the Town of Stillwater, to be utilized in conjunction with the reimbursement grant it obtained from the State of New York.

A motion by Councilman Baker, seconded by Councilwoman Weaver, to adopt Resolution No. 9 of 2024.

A roll call was taken on Resolution No. 9 of 2024 as follows:

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

Resolution No. 9 of 2024 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on February 15, 2024.

Resolution No. 10
Resolution Making a SEQRA Determination re: Shenendowa Drive

Introduced by: Supervisor

WHEREAS Forest Ridge Development, LLC wishes to dedicate Shenandoah Drive to the Town; and

WHEREAS the Town Board has compared the proposed action with the criteria for determining significance in SEQRA 6 NYCRR 617.7 and has duly considered the Environmental Assessment Form previously prepared by Applicant as part of its application.

NOW, therefore, be it

RESOLVED, that the Town Board has determined that the proposed dedication of Shenandoah Drive from Forest Ridge Development, LLC is an Unlisted action pursuant to 6 NYCRR Parts 617.2 and 617.3 (SEQRA), has determined that the Town Board should serve as Lead Agency for the dedication, finds pursuant to the criteria in Part 617.7 that the proposed action will not have an adverse environmental impact and hereby issues a negative declaration.

A motion by Councilman Baker, seconded by Councilwoman Weaver, to adopt Resolution No. 10 of 2024.

A roll call was taken on Resolution No. 10 of 2024 as follows:

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

Resolution No.10 of 2024 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on February 15, 2024.

Resolution No. 11

A Resolution Accepting Dedication of Shenandoah Drive from Forest Ridge Development, LLC

Introduced: Supervisor

WHEREAS, Forest Ridge Development, LLC as requested to dedicate Shenandoah Drive to the Town of Stillwater to satisfy a condition of their subdivision approval; and

WHEREAS, the applicant has now substantially complied with the Town's procedures for acceptance and dedication of roads as reviewed by the engineers and attorneys for the Town;

NOW, therefore, be it

RESOLVED, that the Town accepts the dedication of Shenandoah from Forest Ridge Development, LLC conditional upon the items on the Highway, Planning, Zoning and Building

checklists, the legal review requirements, letter of credit, tax payments or escrows, and as-built profiles being supplied to the Town Highway Superintendent, and all conditions being satisfied prior to the recording of the transfer documents; and be it further

RESOLVED, that the acceptance of this dedication of property shall be further subject to the approval of, and conditions required by, the Town Supervisor, and the Highway Superintendent as well as the engineers and attorneys for the Town as they deem appropriate; and be it further

RESOLVED, that the Supervisor is hereby authorized to sign and the attorneys and engineers to the Town are directed to prepare and file all necessary documents to effectuate the transfer of the roads and drainage areas specified herein.

A motion by Councilman Baker, seconded by Councilwoman Weaver, to adopt Resolution No. 11 of 2024.

A roll call was taken on Resolution No. 11 of 2024 as follows:

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

Resolution No. 11 of 2024 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on February 15, 2024.

Public Input

M. Wells resident of Riverside, Town of Stillwater, informed the Board that the West bound trains (usually 12) are once again parking down on the South End. Taxis are picking the railroad employee(s) and the train remains idling/running the entire time.

M. Wells also commented on the repairing of the train rails and that no trains were parked in the area during the entire time repairs were made and were able to park elsewhere. He was also curious where the old used spikes were dumped as they were very large and heavy and he didn't see a vehicle or receptacle taking them away.

Supervisor Kinowski responded as the spokesperson /PR with the Railroad. He gets numerous emails with complaints and is meeting with them on Friday. He asked to continue to send the emails.

Other Business

Supervisor Kinowski

In regards to the foil resolution, this is an additional person in Supervisor Kinowski's absence as the appeals officer.

Name/title change of the MS4 coordinator is an unpaid mandated position which may require more man power. Looking at budget for monies for hiring another person.

Announced the 4th of July fireworks will be held on Browns Beach this year on Saturday July 6th.

Each area (court, police, EMS) of the Public Safety Complex has their own responsibilities of maintenance.

Councilmember Vomacka

Stated, she and Supervisor Kinowski met with Ariel, chef from Ugly Rooster, about taking over the Pony Paddock (snack bar at the beach) this summer. They will provide extended hours and expand the area. Ariel will present to the board more information at the March 7th Town Board Meeting.

Reported the blockhouse brick program is coming along. Brian Baker found a local engraver for the bricks.

Councilmember Baker

Asked the board if they knew if anything was being done with the Panza's building. Superintendent Harris stated the building was coming down in March and he received the dig safe letter.

Councilmember D'Ambro

Reported he and councilmember Weaver met with the Community Center Board to finalize the SACC lease agreement and funding contract. The SACC Board will provide an audited financial statement within 180 days of fiscal year end as a condition of the lease agreement. Additionally, the SACC contract will require an audited financial statement within 180 days of fiscal year end; a Budget for the upcoming year will be due by September 20th for budgeting purposes for the town and company prepared financials including an income statement and balance sheet which will be due within 90 days of June 30th and December 31st. The lease will remain the same and retroactive for 2024 with the requested minor edits.

Councilmember Weaver

Also commented on the SACC board meeting and stated the board felt good being heard. After discussing their concerns about earlier proposals, they were agreeable to the proposed contract changes.

Police Commissioner, John Nett

Announced the commission interviewed Matt Dunn today for an open position of police officer. They found him to be highly qualified with experience and training. Matt was offered the position to become a Stillwater Police Department officer and he accepted as a hire.

Read aloud the police activities report for January 2024. Report attached.

Highway Superintendent, Matt Harris

Reported roadside clean-up has concluded and they picked up 290 bags of garbage and lots of other misc. garbage.

He also mentioned the possibility of putting up littering signs.

Questioned the phone system.

Supervisor Kinowski reported he just received a new file with revisions and will need to review. He is hoping the phone will be up and running by the end of this month.

Audited Claims

The Town Clerk presented the following for the Town Board's review.

General	\$15,796.17
Town Outside	\$ 4,204.62
Highway	\$18,785.44
Water	<u>\$ 173.80</u>
	\$ 38,960.03

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

Motion carried.

Adjournment

Motion by Councilmember Vomacka and seconded by Councilmember D'Ambro to adjourn the Town Board meeting at 7:44pm and enter into executive session to discuss two litigations.

Motion carried.

(Note: The Town Board will not resume back into the regular Town Board meeting.)

The next meeting is scheduled for March 7, 2024.

Respectfully submitted by,

Danielle Cowin, Stillwater Town Clerk

Police Activities Report for January 2024

Stillwater Police Department Activities Report for distribution to the Town Board, the general public and to be posted in The Mechanicville Express.

Patrol Miles	4614
Fuel Used	334
Complaints & Request for Service	64
Closed by Investigation	63
Open Cases	1
Follow Up Investigations	24
Arrests	8
Use of Force	0
Tickets Issued	32
Motor Vehicle Crashes	6
Assist Other Agencies	9
Property Checks Conducted	163
Special Events / Details	3
Meetings & Training	4
Request for Records	10
Portable Radar Unit Placement	0
Sexual Offenders Registered	2
Total Call for Services	275

Respectfully submitted,

John Nett
Police Commissioner
(Signed Copy on file)