



TOWN OF STILLWATER

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

Town Board Meeting Minutes July 18, 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 June 20th 2024.

Motion carried.

Agenda Items Resolutions No's 38-40

Resolution No. 38 Approving the Winding Brook PDD Extension

Introduced by: Supervisor Kinowski

WHEREAS the Winding Brook Planned Development District ("PDD") on NYS Route 423 (SBL 219.1-1 and 219.1-1.1) was originally approved in 1993 and significantly amended in 2012 and again in 2018; and

WHEREAS by Local Law 2 of 2018, the Town Board authorized the extension of the Winding Brook PDD to July 1, 2021, with further extensions authorized to be done by resolution if necessary; and

WHEREAS, by Resolution 53 of 2021, the PDD term was further extended to July 1, 2024; and

WHEREAS the PDD legislation authorizes a further extension of the PDD by resolution where the developer is able to demonstrate that:

- (1) All required infrastructure improvements to each, and every lot have been completed; and
- (2) The developer has completed 50% of the condominium units; and

WHEREAS Lansing Engineering has formally requested a 3-year extension of the Winding Brook PDD on behalf of Amedore Homes in the attached letter.

Now, therefore, be it

RESOLVED, that the Town Board hereby approves the request of Amedore Homes to extend the term of the existing PDD for 3 years to July 1, 2027.

A motion by Councilmember Vomacka, seconded by Councilmember Weaver to adopt Resolution No. 38 of 2024.

A roll call vote was taken on Resolution No. 38 of 2024 as follows:

Supervisor Kinowski	YES
Councilmember Baker	YES
Councilmember Vomacka	YES
Councilmember D'Ambro	RECUSED
Councilmember Weaver	YES

Resolution No. 38 of 2024 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on July 18, 2024.

Resolution No. 39 Authorizing Grant Application for Road Salt Reduction Equipment

Introduced by: Supervisor Kinowski

WHEREAS the Department of Environmental Conservation has made funds available for Road Salt Reduction Equipment through the Water Quality Improvement Program (WQIP) in the 2024 Consolidated Funding Application; and

WHEREAS the Town Board wishes to utilize funding for a brine system to manage wintry road conditions while using less salt, resulting in reduced salt levels that infiltrate storm runoff in nearby streams and drinking water sources; and

WHEREAS the costs associated with road salt reduction efforts are a financial commitment that would unreasonably burden the Town and its residents without additional funding sources to offset the project costs.

Now, therefore, be it

RESOLVED, that the Town Board hereby authorizes and empowers the Town Supervisor to sign and submit a grant application to the Department of Environmental Conservation and any associated documents in order to purchase road salt reduction equipment.

A motion by Councilmember Vomacka, seconded by Councilmember Weaver to adopt Resolution No. 39 of 2024.

A roll call vote was taken on Resolution No. 39 of 2024 as follows:

Supervisor Kinowski	YES
Councilmember Baker	YES
Councilmember Vomacka	YES
Councilmember D'Ambro	YES
Councilmember Weaver	YES

Resolution No. 39 of 2024 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on July 18, 2024.

Resolution No. 40 A Resolution Accepting Dedication of the Forest Ridge Water Line

Introduced: Supervisor Kinowski

WHEREAS, the Developer of the Forest Ridge Mixed-Use Development has requested to dedicate the transmission water line to the Town of Stillwater; and

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

Now therefore, be it

RESOLVED, that the Town accepts the dedication of the Forest Ridge Water Line conditional upon the Developer's provision of Title Insurance, Letter of Credit, Tax Escrow Deposit, Warranty Deeds, Offer of Cession, Lien Release(s), Corporate Resolutions, Recording Fees, Payment of Required Fees to the Town including those for Professional Reviews, completion of all obligations under the Development Agreement, and any other items reasonably required by the Town and to its satisfaction; and be it further

RESOLVED, that the Town Board has determined that the proposed dedication 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; and be it further

RESOLVED, that the acceptance of this dedication of infrastructure and property shall be further subject to the approval of, and additional 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 this Resolution authorizing the conveyance of Town real property is subject to a permissive referendum pursuant to NYS Town Law §§64 and 220; 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 Forest Ridge Line to the Town of Stillwater.

A motion by Councilmember Vomacka, seconded by Councilmember Weaver to adopt Resolution No. 40 of 2024.

A roll call was taken on Resolution No. 40 of 2024 as follows:

Supervisor Kinowski	YES
Councilmember Baker	YES
Councilmember Weaver	YES
Councilmember D'Ambro	YES
Councilmember Vomacka	YES

Resolution No. 40 of 2024 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on July 18, 2024.

Lansing Engineering, Jason Dell, was present in the audience to answer any questions regarding an extension of the Winding Brook PDD. See Resolution No. 38 of 2024 and letter attached. Mr. Dell answered a couple questions from the board. "Not all condos are done at this point as they are starting infrastructure, however 50% threshold is done and completion will be at the end of 3rd year extension date. The extension was approved by the board. Amedore Homes existing term was extended for 3 more years to July 1, 2027.

Public Input Hearing None.

Other Business

Councilmember Vomacka

Read aloud the building and planning department's report. See attached.

Councilmember Baker

Supervisor Kinowski

Questioned Castle Drive water/sewer district and if the residents were charged any fees as the town formed the sewer district. Currently no one was charged, however, either the town or village residents in that area should be charged.

Councilmember Weaver reported E waste program was successful on Saturday. The 20ft storage unit was full within the hour. All residents were verified by showing their drivers license. The next one is scheduled for Saturday July 27 from 9am-12pm. All current waste will be picked up before the next one. She also complimented on the Highway employee's assistance.

Highway Superintendent Harris stated, if we stay busy and consistent, we should order another container. Ed reinstated the limited amounts of items per vehicle.

Police Commissioner, John Nett

Read the police report for the month of June, see attached.

Highway Superintendent, Matt Harris

Reported they will be milling and paving George Thompson, McDermott & Graves Road over the next 3 weeks and at the end of August will be shutting down Kellogg road for a week.

Supervisor Kinowski asked if he would coordinate with the police and fire departments.

Monthly Report/Audited Claims

The Town Clerk presented the following for the Town Board review. The Town Clerk’s Monthly report for June and the audited claims.

<u>July 10</u>	General	\$47134.38
	Town Outside	\$10876.65
	Highway	\$27871.11
	Water	\$474.08
<u>July 18</u>	General	\$15373.46
	Town Outside	\$37205.44
	Highway	\$119525.26
	Water	\$2654.82

Prepays for month of June

General A Fund	\$62022.72
General B Fund	\$31458.85
Highway	\$60947.31
Capital Projects	\$171624.80
Lighting	\$1678.04
Water/Sewer	\$140.54
Trust & Agency Fund	<u>\$4550.62</u>
	\$331422.88

Motion by Councilmember Vomacka and seconded by Councilmember Weaver 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 7:25pm and enter into executive session to discuss PD contract, phone system and SACC contract.

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

Respectfully submitted by,

Danielle Cowin, Stillwater Town Clerk

May 29, 2024

Edward Kinowski
Town Supervisor
Town of Stillwater
881 Hudson Avenue
Stillwater, NY 12170

RE: Winding Brook PDD

Dear Mr. Kinowski:

The purpose of this letter is to formally request an extension of the Winding Brook PDD. The approved Winding Brook PDD legislation includes an expiration date of July 1, 2024. The applicant intends to start construction of the project in late May or early June of this year. We are requesting a 3-year approval extension to July 1, 2027.

If you have any questions or if any additional information is needed, please do not hesitate to contact me at (518) 899-5243 extension 102. Thank you.

Sincerely,

LANSING ENGINEERING, PC



Jason M. Dell, PE, CPESC, CPSWQ

cc: Applicant
Lindsay Buck-Town of Stillwater Planning Department

BUILDING, PLANNING AND DEVELOPMENT DEPARTMENT
Date 4/18/2024

QUARTERLY REPORT 4/19 THRU 6/30/ 2024

1. Building Department

- i** *Building Permits Received 70*
 - Increase in Permits from 2023 6*
 - Building Permits Issued 71 (Some permits that were issued are from 2023)*
 - Building Permits Canceled 2*
 - Building Permits Not Issued 13*
 - Building Permits Denied 1*
 - Building Permits Waiting on Information 5*
 - Building Permits Issued (Includes Burns Permits/Operating Permits/Renewals)*
 - Eric Rutland 6*
 - Lloyd Moses 80*
 - Paul Male 4*
 - Building Permit Renewals 8*
 - Burn Permits Issued (No Fee) 10*
 - Certificates of Occupancy Issued 18*
 - Certificate of Compliance Issued 22*
 - Total Number of Complaints 16*
 - Total Number of Building Inspections (Lloyd Moses) 137*
 - Total Number of Building Inspections (Eric Rutland) 19*
 - Total Number of Building Inspections (Paul Male) 2*
 - Total Number of Construction Inspections (Not including Shared Facility Building)*
 - Eric Rutland 0*
 - The Building Department has collected \$106,040.32*

2. Planning Board (Planning Department)

i *Planning Applications Submitted 6*

Site Plans Received 6

Special Use Applications 1

Minor Subdivision Applications 4

Major Subdivision Applications 1

Lot Line Adjustments 3

PDD Application 0

Time Extension 2

Home Occupation (Reviewed Under Site Plan & Special Use Permit) 0

The Planning & Development Department has collected (Minus Public Hearing Fees) \$21,676.00

3. Zoning Board of Appeals (Planning Department)

i *Area Variances Received 0*

Area Variances Withdrawn 0

The Zoning Board of Appeals has collected \$0.00

4. Public Hearings

i *The Public Hearing fees that have been collected for 2023 \$125.84*

5. FOIL REQUEST

fi *The Building, Planning & Development Department Received 20*

6. All Fees Associated with the GEIS Fee Schedule

i *The Building, Planning & Development Department has collected \$118,064.35*

**7. Water Installation Fees Collected for the Highway Water Department by Sheila Silic
Administrative Assistant to the Building Department**

i *Revolutionary Heights (Camelot Associates) \$00.00*
Luther Woods (DeGraff Bloom) \$0.00
Olympia Gardens (Bordeau Builders) \$2,2.00
Stillwater Apartments (Blue Iron Construction) \$0.0
The Luther Forest Corp (White Plains LLC) \$.00
The Building Department has collected \$4,400.00

8. Fire Inspections

i *Fire Inspection (Eric Rutland/Lloyd Moses) 5*
The Building Department has collected \$875.00.00

9. Totals Collected for the Year

Name	Title	Date
Building Department	BUILDING PERMIT FEES COLLECTED FOR THE YEAR	\$106,040.32
Planning Board & Zoning Board of Appeals	PROJECTS & PUBLIC HEARING FEES COLLECTED FOR THE YEAR	\$21,676.00

Fire Inspections	TOTAL COLLECTED FOR THE YEAR	\$875.00.00
Building, Planning & Development Department (This Includes Fire Inspection Fees)	TOTAL COLLECTED FOR THE YEAR (Excluding Water Installation Fees & GEIS Fees)	\$128,591.32
GEIS Fees	TOTAL COLLECTED FOR THE YEAR	\$118,064.35
Building Department for Water Department (Highway)	WATER INSTALLATION FEES COLLECTED FOR THE YEAR	\$2,200.00



July 18, 2024

**TOWN OF STILLWATER, NEW YORK
POLICE COMMISSION**

Police Activities Report for June 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	4858
Fuel Used	482
Complaints & Request for Service	72
Closed by Investigation	70
Open Cases	2
Follow Up Investigations	18
Arrests	10
Use of Force	0
Tickets Issued	31
Motor Vehicle Crashes	8
Assist Other Agencies	16
Property Checks Conducted	178
Special Events / Details	1
Meetings & Training	2
Request for Records	6
Portable Radar Unit Placement	2
Sexual Offenders Registered	0
Total Call for Services	295

Respectfully submitted,

John Nett
Police Commissioner
(Signed Copy on file)