



# TOWN OF STILLWATER

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

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## Town Board Meeting Minutes November 21, 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:** Bill Doughty, Superintendent of Highways  
Barbara McManus, Deputy Town Clerk  
James Trainor, Attorney for the Town  
Joe Lanaro, Engineer for the Town  
John Nett, Police Commissioner  
Danielle Cowin, Town Clerk

**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 November 7, 2024.

**Motion carried.**

**Agenda Items** PUBLIC HEARING on Formation of Water District # 7  
Resolution No. 61-66

### **Public Hearing:**

Joe Lanero, Engineer for La Bella, presented on the map plan and report for water district #7 formation. The Town of Malta purchased private water company (Saratoga Water Service, Inc. and formed Town of Malta Water District 7. There is a total of 3025 properties that will be served by this water system and 147 of them are located within the Town of Stillwater. The purpose for the formation of the proposed water district #7 is to service our 147 residents through and IMA (Intermunicipal Agreement) between the Town of Malta and Town of Stillwater.

See full handout attached and or in the Town Clerks office.

### **Public Input**

Hearing none, public hearing closed at 7:08pm.

**Resolution 61**

A Resolution to Set a Public Hearing to Adopt the Section 8 Housing Choice Voucher Program

Introduced by: Supervisor

WHEREAS, the Town of Stillwater operates a Section 8 Housing Choice Voucher program funded by the U.S. Department of Housing and Urban Development; and

WHEREAS, the Town of Stillwater is required by the U.S. Department of Housing and Urban Development to prepare and adopt a written annual plan that establishes local policies for administration of the Section 8 Housing choice Voucher program in accordance with regulations of the U.S. Department of Housing and Urban Development; and

WHEREAS, prior to adopting the annual plan for 2025 which establishes local policies for the administration of the Section 8 program, a public hearing is required on the proposed plan.

Now, therefore, be it

RESOLVED, that a public hearing is hereby scheduled for 7:00 p.m. on January 16, 2025, at the regularly scheduled Town Board meeting for that evening at Town Hall, 881 Hudson Avenue, Stillwater, New York 12170; and be it further

RESOLVED, that the Town Clerk shall publish appropriate notice of the public hearing.

A motion by Councilmember D’Ambro, seconded by Councilmember Vomacka to adopt Resolution No. 61 of 2024

A roll call was taken on Resolution No. 61 of 2024 as follows:

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

Resolution No. 61 of 2024 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on November 21, 2024.

**Resolution No. 62**

SEQRA Resolution regarding the Formation of Water District # 7

Introduced by: Supervisor

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 LaBella when the application was submitted; and

WHEREAS, the Map, Plan and Report dated September 2024 indicates no significant environmental impacts as a result of the proposed water district extension formation; and

WHEREAS, a Public Hearing was conducted at the Town Board meeting on November 21, 2024, at which time the environmental impacts of the project were presented and discussed.

Now, therefore, be it

RESOLVED, that the Town Board as lead agency has determined that the proposed Formation of Water District 7 is an Unlisted Action pursuant to 6 NYCRR Part 617 (SEQRA) and finds pursuant to the criteria in Part 617.7 that the proposed action will not have a significant adverse environmental impact and hereby issues a negative declaration.

A motion by Councilmember D'Ambro, seconded by Councilmember Vomacka, to adopt Resolution No. 62 of 2024.

A roll call was taken on Resolution No. 62 of 2024 as follows:

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

Resolution No. 62 of 2024 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on November 21, 2024.

### **Resolution No. 63**

Resolution Approving the Formation of Water District # 7

Introduced by: Supervisor

WHEREAS, a Map Plan and Report, ("MPR") dated September 2024 provided by LaBella on behalf of The Town of Stillwater (the "Town"), has been filed with the Town Clerk requesting the approval of a water district to be known as Water District 7 (the "District") as more particularly described in the MPR attached hereto; and

WHEREAS, a certified copy of the Resolution of this Board calling for a hearing thereon, which Resolution is dated October 17, 2024, which is incorporated herein, was duly published on notice by the Clerk as set forth in an Affidavit of Publishing and Posting; and

WHEREAS a Public Hearing was held at 7:00 PM at Town Hall, 881 Hudson Avenue, Stillwater, New York on November 21, 2024, to consider the formation and environmental impact of the District pursuant to Article 12-A of the NYS Town Law as described in the Notice of Hearing; and

WHEREAS, the Town Board as lead agency determined that the action is an Unlisted Action pursuant to 6 NYCRR Part 617 (SEQRA), found pursuant to the criteria in Part 617.7 that the

proposed action will not have a significant adverse environmental impact, and issued a negative declaration; and

WHEREAS, the formation of the District is not subject to State Comptroller approval pursuant to §209-f of the New York State Town Law because the cost to the typical property is below the applicable threshold; and

WHEREAS, the transfer of the water system from Saratoga Water Services Inc. to the Town of Malta contained two parcels (SBL 230.-1-21 is the vacant land and SBL 230.-1-21.-1 contains improvements), a special franchise (500.-1-56) and a utility parcel (652.089-9999-239.910-1882); and

WHEREAS, the Town Board has given due deliberation to the comments of the public presented and has determined that the formation of the District is in the public interest.

Now, therefore, be it

RESOLVED, the Town Board finds that the map, plan and report for the creation of the District in the Town is signed, approved, and acknowledged, as required by law, and is otherwise sufficient and complies with the provisions of Article 12-A of the New York Town Law; and it is further

RESOLVED, the Town Board finds that all of the property, property owners and interested persons within said proposed District are benefited thereby, and that all property or property owners benefited are included therein, and that no property or property owners or interested persons benefited thereby have been excluded therefrom; and it is further

RESOLVED, that the District be established in the Town, and will include those parcels of property set forth in the description contained in the map, plan and report; and it is further

RESOLVED, that the infrastructure to be operated by the District currently exists and does not have to be constructed; and it is further

RESOLVED, the cost for operating the District shall be assessed, levied and collected from the several lots and parcels of land within the said District in proportion as nearly may be to the assessed value of each lot or parcel of land in said District; and it is further

RESOLVED, that the creation of the proposed District is in the public interest as more particularly described in the MPR, and it is further;

RESOLVED, no property within the District shall be unduly burdened by the costs associated with the District; and it is further;

RESOLVED, the cost shall be assessed against the whole property, more particularly described in the MPR; and it is further

RESOLVED, that because the transfer of the water system from Saratoga Water Services Inc. to the Town of Malta contained two parcels, a special franchise (500.-1-56) and a utility parcel (652.089-9999-239.910-1882), upon the formation of Water District # 7 the special franchise and the utility parcel are eliminated and the two remaining parcels (SBL 230.-1-21 is the vacant land and SBL 230.-1-21.-1 contains improvements) are hereby declared to be tax-exempt; and be it further

RESOLVED that this Resolution is subject to a permissive referendum pursuant to Article 7 and §209-e of the New York Town Law and the Town Clerk is directed to post and publish a Notice of Adoption of this Resolution in the Express within 10 days.

A motion by Councilmember D'Ambro, seconded by Councilmember Vomacka, to adopt Resolution No. 63 of 2024.

A roll call was taken on Resolution No. 63 of 2024 as follows:

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

Resolution No. 63 of 2024 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on November 21, 2024.

#### **Resolution No. 64**

Resolution to Un table, then disapprove, Resolutions 33 and 34 of 2023

Introduced by: Supervisor

WHEREAS, the Town Board previously introduced, then tabled, Resolutions 33 and 34 of 2023; and

WHEREAS, the Town Board now wishes to disapprove each of the previously tabled resolutions.

Now, therefore, be it

RESOLVED, that Resolutions 33 and 34 of 2023 are hereby restored to the table for the Town Board's consideration; and be it further

RESOLVED, that Resolutions 33 and 34 of 2023 are hereby disapproved and not adopted.

A motion by Councilmember D'Ambro, seconded by Councilmember Vomacka to adopt Resolution No. 64 of 2024.

A roll call was taken on Resolution No. 64 of 2024 as follows:

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

Resolution No. 64 of 2024 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on November 21, 2024

**Resolution No. 65**

Budget Transfers and Adjustments

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

BUDGET ADJUSTMENTS/ TRANSFERS	2024		
B-599	Fund Balance Traffic Mit	Morgan Court Paving	70,000.00
B-9950-9	Transfer to capital projects	Morgan Court Paving	70,000.00
DB-5110.1	Maintenance of Roads	Error in budget adj 10/17/2024	- 61,400.00
DB-5110.1	Maintenance of Roads	ERROR in Budget adj 10/17/2024 reversal	- 61,400.00
DB-599	FUND BALANCE Traffic Mitigation	Error in budget adj 10/17/2024 reversal	- 61,400.00
A 7550.4	Celebration	Budget transfer	40.00
A-9060.8	Hospitalization	Budget transfer	-40.00
A-8160.465	Recycling	Increase budget for County Waste	3,000.00
A-9060.8	Hospital and Medical Ins	Increase budget for County Waste	-3,000.00
A-1620.41	Building Supplies and Mater	Increase Budget for building costs	20,000.00
A 9060.8	Hospital and Medical Ins	Increase Budget for building costs	- 20,000.00
SS-8110.469	Sewerage Treatment	Increase Budget	670.00

SS-2120	Sewer Rents Dist. #1	Increase Budget	670.00
A-9950.9	Transfer to capital projects	To cover Grant for Gun Range Will get reimbursed after submission	76690.00
B-3620.4	Code Enforcement Contractual	Transfer	2000.00
B-3620-100	Code Enforcement Salaries	Transfer	-2000.00
B-9950.9	Transfer to capital projects	Morgan Court Emergency Fix	66,000.00
B-599	Fund Ballance Traffic Mitigation	Morgan Court Emergency Fix	66,000.00
A-1110-41	Town Justice Supplies	Transfer	1700.00
A-1110-2	Town Justice Contractual	Transfer	-1700.00
DB-5110.4	Maintenance of Roads	Budget transfer additional paving material	30,000.00
DB-9060.8	Hospitalization	Budget transfer additional paving material	-30,000.00
B-1620.463	Community Center	Unexpected work at SACC Transfer	2000.00
B-1620.46	Building Operations & Maint	Unexpected work at SACC transfer	-2000.00



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

BUDGET IMPACT STATEMENT: as stated above

RESOLVED, that the above budget adjustments and transfers are hereby approved.

A motion by Councilmember D'Ambro, seconded by Councilmember Vomacka to adopt Resolution No. 65 of 2024.

A roll call was taken on Resolution No. 65 of 2024 as follows:

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

Resolution No. 65 of 2024 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on November 21, 2024.

### **Resolution No. 66**

A Resolution Approving Vacation Carry-overs

Introduced by: Supervisor

WHEREAS, the Town of Stillwater's Personnel Manual states that a request in writing must be made for approval to carry over the balance of 2024 vacation hours into the next year; and

WHEREAS, due to increased workload and the extended hours some employees have not been able to take scheduled vacations and time off throughout the year; and

WHEREAS, the attached Memo to the Town Board states the employees' names and how many hours each employee is requesting to carry over from 2024 into 2025.

Now, therefore, be it

RESOLVED, that due to unused vacation hours during 2024, the Town Board hereby approves the carryover of the balance of unused vacation hours from 2024 into 2025 for the employees on the attached memorandum, subject to adjustments for any vacation hours taken between the adoption of this resolution and December 31, 2024.

A motion by Councilmember D'Ambro, seconded by Councilmember Vomacka to adopt Resolution No. 66 of 2024.

A roll call was taken on Resolution No. 66 of 2024 as follows:

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

Resolution No. 66 of 2024 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on November 21, 2024.

### **Public Input**

Nicole Oliver, resident, asked about the resolution numbers 33 and 34 and wanted a description.

Supervisor Kinowski explained the two resolutions.

Valerie Masterson, resident, Noticed the special meeting was not posted on the website. Supervisor Kinowski stated it was posted on the front door and was for Executive session only.

Debra resident from Gurba Drive, asked “what is the plan for SACC and what is the vision?” Supervisor Kinowski answered, this board and the SACC board will meet, extend the stay for 30 days and meet again on December 12<sup>th</sup>.

A resident asked what were the names of the attorneys?

Supervisor Kinowski replied with, James P. Trainor, Esq., Attorney for the Town of Stillwater  
Laura M. Gulfo, Esq., Attorney for Stillwater Area Community Center

Riley Seymour, Resident asked how is someone to find information? People rely on SACC and need to know information moving forward.

Supervisor Kinowski responded that we do have public input as the regular town board meetings.

Riley then asked if we are getting an alternative after December 12<sup>th</sup>? Supervisor Kinowski responded that the contract is in progress.

Mary Soventire was concerned with the time frame and asked where will her children go on December 13<sup>th</sup>

Supervisor Kinowski responded the end of February is the final date but we do not predict and cannot speak to it this evening.

Sally Noble, resident, is also concerned with how this all came about and why in the last 3 years all is good and then just popup?

Supervisor Kinowski suggested they attend the SACC board meetings.

Jason Odaly, resident from Walden Circle, was questioning if all the financials were delivered to the Town and asked if the renewing funds were paid?”

Supervisor Kinowski replied, yes, they were paid the very next day.

Valerie M. Resident, asked why can't we talk about it? because SACC had to spend \$ on a lawyer so how are you going to help them with the expense?"

Johnna Benson, resident of Flike Rd. Questioned the position of a planner and what is it? Supervisor Kinowski replied with the planner handles projects of the developers. This position will be posted in 2025.

Jackie Hill resident of Clinton Court, requested the board to speak their goals. Supervisor Kinowski replied, nothing changes.

**Other Business**

Police commissioner John Nett submitted his report for the month. (see attached).

**Audited Claims and Prepaids**

The Town Clerk presented the following reports for the Town Board review.

November 21, 2024

General	\$13584.26
Outside	\$18061.99
Highway	\$30776.01
Water	\$4212.98

September

General A	\$46403.97
General B	\$10646.34
Highway	\$38430.95
Capital Projects	\$63690.66
Lighting	\$1439.64
Water & Sewer	\$2300.64
Trust & Agency	\$10825.45

October

General A	\$21801.53
General B	\$7712.55
Highway	\$10125.18
Capital Projects	\$17295.08
Lighting	\$1459.89
Water & Sewer	\$100793.90
Trust & Agency	\$21418.29

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

**Motion carried.**

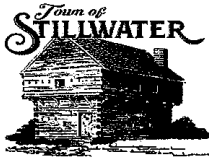
Adjournment

**Motion** by Councilmember D'Ambro and seconded by Councilmember Vomacka to adjourn the Town Board meeting at 7:45 pm **Motion carried.**

Respectfully submitted by,

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Danielle Cowin, Town Clerk




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

**Police Activities Report for October 2024**

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

Patrol Miles	4652
Fuel Used	414
Complaints & Request for Service	61
Domestic Complaints	3
Closed by Investigation	60
Open Cases	1
Follow Up Investigations	28
Arrests	9
Use of Force	1
Tickets Issued	29
Motor Vehicle Crashes	12
Assist Other Agencies	13
Property Checks Conducted	154
Special Events / Details	4
Meetings & Training	2
Request for Records	15
Portable Radar Unit Placement	0
Sexual Offenders Registered	3
Total Call for Services	277

Respectfully submitted,

  
John Nett  
Police Commissioner  
(Signed Copy on file)