

**Stillwater Town Board  
Business Meeting  
January 17, 2008 7:00 PM  
Stillwater Town Hall**

**Present:** Councilman Artie Baker  
Councilman Ken Petronis  
Councilwoman Virginia Whitman  
Councilwoman Lisa Bruno  
Supervisor Shawn Connelly

**Also Present:** Mark Minick, Supt of Highways  
Sue Cunningham, Town Clerk  
James Trainor, Attorney for the Town  
Joe Lanaro, Engineer for the Town

Supervisor Connelly called the meeting to order and led everyone into the Pledge to the Flag.

Sue Cunningham, Town Clerk took the roll call.

**Motion** by Councilman Baker and seconded by Councilwoman Bruno to adjourn into executive session to discuss personnel.

**Motion** by Councilwoman Whitman and seconded by Councilman Petronis to resume the regular Business Meeting at 7:10 PM.

**Adoption of Minutes:** **Motion** by Councilman Petronis and seconded by Councilman Baker to adopt the minutes of the December 20, 2007 Business Meeting of the Stillwater Town Board. Attorney Trainor stated that due to the fact that less than three Board Members were present at the December Meeting this Board could not adopt the minutes. He stated with respect to the minutes the prior Board Members could adopt the minutes and ratification of the minutes could be done by the new members as long as they read them.

**Motion carried.** (Ratification and adoption of the minutes was carried).

**Communications:** *None*

**Reports (Town Board Members)**

Supervisor Connelly stated that normally reports are not done at the Business Meeting but Councilwoman Whitman requested to discuss a couple of things since she will not be in attendance for the Agenda Meeting.

**Councilwoman Whitman**

**Personnel Committee:** Councilwoman Whitman stated that she appointed her personnel committee and that they would start in March. She stated that the committee consisted of Michael Caulfield and Terry Simmons.

**Library:** Councilwoman Whitman requested that the Library Committee put a copy of the 2008 Budget in the Library.

**Emergency Management:** Councilwoman Whitman stated that the Emergency Management meeting she attended was wonderful. She stated that the committee has done a great job.

**Job Descriptions:** Councilwoman Whitman stated that once the Personnel Policy is finished she believes that job descriptions should be done.

Supt Minick stated that a lot of the job descriptions for the Highway Dept are available through the County.

Supervisor Connelly stated that he has met with John Nett, Emergency Management. He stated that there are some documents that need to be put in place in case there is a need to go into a State of Emergency and at that point we move from Town Hall to Arvin Hart Fire Department.

**Public Input**

Resident I inquired about the status of Water District #4.

Attorney Trainor stated that his understanding is that there is a pending matter where Mr. Beebe was sending a letter to the Judge. He stated that he does not have the file as of yet and knows that no action has been taken.

Resident I commented on Resolution #11 and asked if they needed a car that size with the price of gas today.

Supervisor Connelly stated that this is usually left up to the Police Dept and this is what was requested.

A discussion was held on the price, lease and the buyout price of \$1.00 at the end of three years. Resident I inquired about the notification of the extended time to pay taxes and if the tax payers were going to be notified by mail.

Supervisor Connelly stated that it was sent to the Gazette and if the website is changed it would be posted there.

Resident I asked what the change in highway percentage of tax levy encompassed.

Supt Minick stated that it basically tells the amount of taxes that was raised on the levy. Last year it was approximately \$400,000 and this year its \$600,000. He stated that his budget didn't go up 46% it was the way taxes were relevied on the tax parcels because of the Article 7 that was filed against the town in regard to a sub-division where the assessment was reduced.

A discussion was held on the tax rate for the Highway,

Resident II inquired about Resolution #12 in regard to personnel time.

Councilwoman Whitman stated that this would be rescinded when the personnel policy is adopted.

Supervisor Connelly stated that this was something that the Town Clerk has carried on with her Deputy and that this is something they are trying to make uniform with everybody.

Resident II stated that there have been personnel resolutions in the past in regard to the Director of Building, Planning & Development. She commented that there was no longer a person in this position and asked what the status of that Local Law.

Supervisor Connelly stated that this particular Local Law was rescinded in the first meeting of the year.

Resident II inquired how the hydro-seeder and roller were funded and if funding has been received yet.

Supt Minick stated that it was funding through the CHIPS program and the check would be here by March 17<sup>th</sup>.

A discussion was held on the funding & expenditures of the CHIPS program.

Resident III thanked Attorney Trainor for meeting with him.

Resident III requested that the Mobile Home Ordinance be revised including cul-de-sacs, roads, dead end streets, and entrances & exits.

Supervisor Connelly stated that they would review the law.

Resident III commented that he believes the park should notify the Assessor's office about trailers being moved in and out of the park.

Supervisor Connelly stated that he is meeting with the Park representatives next week and will have a better idea of what they plan on doing.

Resident IV inquired about Resolution #12 in regard to the time employees get.

Supervisor Connelly stated that this is for office workers only to be used how they want and it does not included the Highway Dept.

Resident IV inquired about Resolution #13 and the completion date.

Supervisor Connelly stated that they reason for a new completion date is because the contract date ended December 29<sup>th</sup>. It also stated that they could not blacktop if it was under 40 degrees. The contract is being extended until May in order to get the blacktopping done.

Resident IV inquired about a resident's water bill that was extended do to a possible meter not working properly.

Supervisor Connelly stated that the meter was bench tested by the Highway Dept and the company where the meter was purchased and the meter was found to be in working order. At this point the people have been asked to pay the bill and if not it will be relevied on to their tax bill.

Resident IV commented on the crosswalk & no parking zone in the Village near the Post Office and asked if the no parking zone could be extended further up.

Supervisor Connelly stated that the Police Dept received State funds to observe and issue tickets to violators. He stated that he has asked the Police Officers to make sure that they please appear in court so that the tickets are not thrown out in court.

Resident IV asked if Water District #4 would be extended to hook into Water District #4 ext. 1 and if homes in the area would be subject to change districts..

Supt Minick stated that the two districts would tie into each other and that no homes in the area would change Water Districts.

Resident IV inquired about the fire hydrant on top of Van Ness Hill.

Supt Minick stated that it was for possible future expansion.

Resident V inquired about the total cost of the Multi Use Trail to date.

Councilwoman Whitman stated that the cost she has to date is \$389,849.81. She stated that in May of 2007 the Town received \$505,084.96.

A discussion was held on money received, payments made to date, money left and the work left to do.

Engineer Lanaro stated that there was a Multi Modal Agreement and Empire State Program.

With the two added together there was a shortage of about \$30,000 which was going to be covered by the Parks and Recreation budget.

A discussion was held on the amendment to the Empire State Grant.

Supervisor Connelly stated that it has been resubmitted and it looks like the Town is going to get the grant.

Resident V inquired about the status of the ethic board.

Supervisor Connelly stated that they have three retuning members and two resumes for the other two positions. He stated that he hopes to meet with them next week.

Resident V commented on a walking trail that Clifton Park is doing that is approximately the same length as the Towns. He stated that their cost is between \$100,000 and \$150,000.

Councilman Petronis stated that the Town project is not just a walking trail it consisted of sewer, testing and cleanouts.

A discussion on the trail and expenditures being made was held.

Resident VI questioned Resolution #11 in regard to the need of a new police car and where it would be stored.

Supervisor Connelly stated that one of their cars is in extreme disrepair and this car would replace that vehicle.

Resident VII inquired if the Town Board was going to adopt the recommendations of the Community Center Committee Report.

Supervisor Connelly stated that the prior Board accepted the document but did not accept the recommendations.

Councilwoman Bruno stated that they are looking into the matter.

Resident VII asked if everything was going to stay the way it was, that it was \$160,000 of taxpayers money going into the center and asked if they were satisfied with the way the Community Center is being run.

Supervisor Connelly stated that the matter is being looked into. He stated that he is not dissatisfied with the amount of programs that are being run. He stated that he believes the center is running absolutely fine right now. He stated that as a new Town Board they are discussing the matter.

Councilwoman Whitman wanted to correct the amount being spent on the Community Center which is \$110,000.

#### **Agenda Items** (Resolutions #9-#17)

Resolution #9: Authorizing the Supervisor to sign the Nutrition Agreement with the Saratoga County of the Aging.

Resolution #10: Authorizing the Supervisor to sign an Engagement letter with James P Trainor, Esq and Cutler, Trainor & Cutler, LLP for legal services to be provided to the Town Board, Planning Board and Zoning Board of Appeals.

Resolution #11: Authorizing the Supervisor to sign a three-year automobile lease agreement with Warnock Fleet for a new 2008 Ford Crown Victoria Police vehicle.

Resolution #12: Authorizing the Town Board to enact a new personnel policy allowing Town employees to take up to ten days of paid personal/sick/vacation time for full-time employees.

Resolution #13: Approving a change order to the contract for Project No. V-344 and extension of the completion date of the multi-use trail to May 31, 2008.

Resolution #14: Authorizing Elected Officials and appointed employees to attend the Association of Towns Annual Meetings in NYC.

Resolution 15: Authorizing the Supervisor to enter into a one-year contract with Cornerstone Telephone System.

Resolution #16: Authorizing the Supervisor to enter into a contract with the Chazen Companies to provide post-closure monitoring of the Town landfill at an annual cost of \$15,000 for the year 2008...

Resolution #17: Authorizing the Supervisor to sign an agreement with the Stillwater free Library for 2008 providing payment to the Stillwater Free Library of the annual sum of \$127,360.

Resolution #18: Authorizing the Highway Supt to do a budget amendment from one account to another account.

**Motion** by Councilman Petronis and seconded by Councilwoman Whitman to adopt Resolutions #9--#17 in a block.

Discussion:

Resolution #13: Councilman Petronis inquired if May was a realistic date.

Supt Minick stated that it is extended until this time which should give them plenty of time.

Supervisor Connelly stated that before he chose that date he did check with Mark and this is a way of moving them forward if the temperature is above forty degrees.

A roll call vote was taken as follows on Resolution #9 -- #18.

Councilman Baker	Yes
Councilman Petronis	Yes
Councilwoman Whitman	Yes
Councilwoman Bruno	Yes
Supervisor Connelly	Yes

**Motion carried.** Resolutions #9 -- #18 were adopted unanimously. (Copies attached and made part of the minutes)

**Motion** by Councilman Baker and seconded by Councilman Petronis to pay the audited claims.

General	#14-#50	\$20,340.83
Highway	#1-#45	\$39,850.36
Town Outside	#2-38	\$12,257.92
Water & Sewer	#1-#7	\$23,295.08
Capital Projects	#1-#5	\$39,637.29
(Sewer, Walking Trail)		

**Motion carried.**

**Motion** by Councilman Baker and seconded by Councilwoman Whitman to adjourn the Business Meeting at 8:00 PM. **Motion carried.**

Respectfully submitted by

Sue Cunningham  
Town Clerk