

**Stillwater Town Board  
Business Meeting  
January 21, 2016     7:00 PM  
Stillwater Town Hall**

**Present:**     **Councilman Artie Baker  
Councilman Ken Petronis  
Councilwoman Lisa Bruno  
Councilwoman Ellen Vomacka  
Supervisor Ed Kinowski**

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

Supervisor Kinowski called the meeting to order and led everyone in the Pledge to the Flag.

Sue Cunningham, Town Clerk took the roll call.

**Adoption of Minutes:** **Motion** by Councilman Petronis and seconded by Councilwoman Vomacka to adopt the re-organization minutes of January 7, 2016. **Motion carried.**

**Agenda Items:**                                 **Resolutions #4--#8**

**Resolution #4                                 Authorizing the Advertisement for  
Bids for the Sale or Lease of the Old Town Hall**

WHEREAS, the Town Board has decided to sell or lease the old Town Hall in its current condition; and

WHEREAS, the Town Board wishes to solicit proposals for the sale or lease of the property;

Now, therefore, be it

RESOLVED, that the Town Clerk is hereby authorized to advertise for bids in accordance with the Request for Proposals and Notice being developed by the Supervisor for the sale or lease of the Town-owned building at 66 East Street, Stillwater, New York.

**Motion** by Councilman Petronis and seconded by Councilman Baker to adopt Resolution No. 4 of 2016.

A roll call vote was taken on Resolution No. 4 of 2016 as follows:

Supervisor Kinowski	YES
Councilman Baker	YES
Councilman Petronis	YES
Councilwoman Bruno	ABSENT
Councilwoman Vomacka	YES

**Motion carried.** Resolution No. 4 of 2016 was adopted unanimously.

**Resolution #5                                 Scheduling the Annual Frost Faire**

Introduced by: Supervisor

WHEREAS, it has become a tradition in the Town to schedule and co-sponsor with the Saratoga National Battlefield a Frost Faire in January for Town residents;

Now, therefore, be it

RESOLVED, that the Town Board hereby schedules the Annual Frost Faire on January 23, 2015 at the Saratoga National Battlefield; and be it further

RESOLVED, that the Town Clerk is authorized to coordinate the event and expend budgeted funds in an amount not to exceed \$500.00 for the event.

**Motion** by Councilman Petronis and seconded by Councilman Baker to adopt Resolution No. 5 of 2016.

A roll call vote was taken on Resolution No. 5 of 2016 as follows:

Supervisor Kinowski	YES
Councilman Baker	YES
Councilman Petronis	YES
Councilwoman Bruno	ABSENT
Councilwoman Vomacka	YES

**Motion carried.** Resolution No. 5 of 2016 was adopted unanimously.

**Resolution #6                      Approve Leasing a Police Vehicle**

Introduced by: Supervisor

WHEREAS, the leasing of a vehicle by a municipality constitutes a “installment contract” under NY General Municipal Law §109-b and as such requires that public bidding requirements of NY General Municipal Law §103 be observed unless the lease is from a state bid contract; and

WHEREAS, the Police First Sergeant has identified the need for a new police car and has identified a 2015 Ford Police Interceptor Sedan AWD from the state bid contract at a total lease price of \$38,145.00; and

WHEREAS, the term of the installment contract will not exceed the five-year period of probable usefulness for a motor vehicle in accordance with the requirements of Local Finance Law §11.00; and

WHEREAS, the Supervisor recommends entering into a three-year lease agreement with Ford Motor Credit for three annual lease payments of \$13,716.80, which includes interest at an annual rate of 6.5% with \$545.00 added to the first payment for documents fees; and

Now, therefore, be it

RESOLVED, that the Supervisor is hereby authorized to sign a three-year automobile lease agreement with Ford Motor Credit for a new 2015 Ford Police Interceptor Sedan AWD, identified from the state bid contract, which calls for three-annual payments of \$13,716.80 with \$545.00 added to the first payment for document fees; and be it further

RESOLVED, that the installment lease contract shall separately state the principal and interest component of the periodic payments to be made thereunder in accordance with NY General Municipal Law §109-b; and be it further

RESOLVED, that the installment lease contract shall contain the following clause in accordance with NY General Municipal Law §109-b:

“This contract shall be deemed executory only to the extent of monies appropriated and available for the purpose of the contract, and no liability on account thereof shall be incurred by the political subdivision beyond the amount of such monies. The installment lease contract is not a general obligation of the Town of Stillwater. Neither the full faith and

credit nor the taxing power of the Town of Stillwater is pledged to the payment of any amount due or to become due under such installment lease contract. It is understood that neither this contract nor any representation by any public employee or officer creates any legal or moral obligation to appropriate or make monies available for the purpose of the contract.”

**Motion** by Councilman Petronis and seconded by Councilman Baker to adopt Resolution No. 6 of 2016.

A roll call vote was taken on Resolution No. 6 of 2016 as follows:

Supervisor Kinowski	YES
Councilman Baker	YES
Councilman Petronis	YES
Councilwoman Bruno	ABSENT
Councilwoman Vomacka	YES

**Motion carried.** Resolution No. 6 of 2016 was adopted unanimously.

**Resolution #7                      Establish a Health Reimbursement Account**

WHEREAS, in order to be proactive in the future expenditures related to health care deductibles and reimbursement to employees, Colleen Zabielski, Fiscal Management Officer has proposed that the Town Board establish a Health Reimbursement Account with BSNB; and

WHEREAS, the funds accumulated in the Health Reimbursement Account are to be used at the discretion of the Town Board for reimbursement of deductibles and health care expenses;

Now, therefore, be it

RESOLVED, that the Town Board hereby establishes a Health Reimbursement Account to be opened and administered by the Town’s Fiscal Management Officer; and be it further

RESOLVED, the authorized signors on the account to be opened with BSNB will be Supervisor Edward D. Kinowski, Deputy Supervisor John D. Murray, Town Clerk Sue Cunningham and Councilman Kenneth P. Petronis.

**Motion** by Councilman Petronis and seconded by Councilman Baker to adopt Resolution No. 7 of 2016.

A roll call vote was taken on Resolution No. 7 of 2016 as follows:

Supervisor Kinowski	YES
Councilman Baker	YES
Councilman Petronis	YES
Councilwoman Bruno	ABSENT
Councilwoman Vomacka	YES

**Motion carried.** Resolution No. 7 of 2016 was adopted unanimously.

**Resolution #8                      Purchase/Lease Vehicle for  
Building, Planning & Zoning Department**

WHEREAS, the Supervisor has proposed the purchase/lease of a new vehicle for the Building, Planning and Zoning;

Now, therefore, be it

RESOLVED, the Supervisor is authorized to advertise for bids to purchase/lease a vehicle for the Building, planning and Zoning Department in 2016.

**Motion** by Councilman Petronis and seconded by Councilwoman Vomacka to adopt Resolution No. 8 of 2016.

A roll call vote was taken on Resolution No. 8 of 2016 as follows:

Supervisor Kinowski	YES
Councilman Baker	YES
Councilman Petronis	YES
Councilwoman Bruno	ABSENT
Councilwoman Vomacka	YES

**Motion carried.** Resolution No. 8 of 2016 was adopted unanimously.

**Public Input**

Richard D inquired about Resolution #8 as to why they were replacing the vehicle. Supervisor Kinowski explained the truck has been used only by the building dept. and has low mileage and they need one for parks to cart things around so personal vehicles are not used. Building Dept. only needs a smaller vehicle so it is wiser to buy a more economical vehicle for them.

Ann Marie H inquired about the police dept. leasing a vehicle and the health fund. Supervisor Kinowski stated that the police vehicles are on a revolving lease so all vehicles are current. Supervisor Kinowski stated that as for the insurance the Town has a broker who does all the leg work comparing health policy deals.

Coke C questioned if the police car was an additional one or replacement and why resolution #8 was last minute. Supervisor Kinowski stated that the police car was a replacement and resolution #8 was discussed last year and he got behind the last few days because he was in Albany trying to get grant funds.

Supervisor Kinowski gave a brief update on grants that he has submitted proposals for and grants the Town will be receiving for Brown’s Beach, LWRP, and Trails. He said all grant proposal submitted had linkage with other communities, which is what they are looking for. He reported that the Town received a letter awarding \$125,000 from Assemblywoman Woerner to be used towards Brown’s Beach.

Supervisor Kinowski commented on the water situation in Troy that is affecting Halfmoon and Waterford. In speaking with Supervisor from both Towns who would like a backup up source for water are interested in tapping into new Town line, which would benefit the Town. A brief discussion was held on the Town water line and other municipalities tapping in.

Rick Nelson, Village Mayor reported that the United Church would be holding a breakfast on February 6<sup>th</sup>, 8 am to 10:30 am honoring all elected officials-past and present. Breakfast is free and open to the public.

A resident from Dick Lynch Rd commented on having no Broadband service in her area and wasn’t sure if the Town could help with this. She stated that they have great cellular service. Supervisor Kinowski stated that he has received calls from other areas of the Town and he has looked into it but unfortunately there is not much he can do. Grants don’t meet criteria for this. He said right now it doesn’t look good but it doesn’t mean they can’t keep trying. Further discussion was held on broadband service.

Supervisor Kinowski suggested a possible citizen committee if the resident and some of her neighbors would be interested and then they can make calls on behalf of the Town. He asked her to talk with neighbors and if interested to get back to him.

**Audited Claims**

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

General	\$18,684.25
Town Outside	\$11,685.50
Highway	\$13,810.39
Trust & Agency	\$600.00
Capital Projects	\$6,675.75

**Motion carried.**

**Motion** by Councilman Baker and seconded by Councilman Petronis to adjourn the business meeting at 8pm. **Motion carried.**

Respectfully submitted by

Sue Cunningham  
Stillwater Town Clerk