

**Stillwater Town Board Meeting
December 6, 2018 7:00 pm
Stillwater Town Hall**

Present: **Councilman Chris D'Ambro
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**

Absent: **Councilman Artie Baker
Councilwoman Lisa Bruno**

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 Councilwoman Vomacka and seconded by Councilman D'Ambro to adopt the Town Board minutes of November 15 & 27, 2018.
Motion carried

Agenda Items **Resolution #92--#101**

Resolution #92 Approve the 2019 Police Union Contract with UPSEU

Introduced by: Supervisor

WHEREAS, the Town's contract with the Police Officers Union comes up for renewal on January 1, 2019; and

WHEREAS, the Town Board on behalf of the Town's citizens and the United Public Service Employees Union ("UPSEU") on behalf of the Town's Police Officers have agreed on the contract terms as reflected in the attachment hereto;

Now, therefore, be it

RESOLVED, that the Supervisor is hereby authorized to sign the Agreement by and between UPSEU and the Town of Stillwater regarding the Town's Police Department for the period January 1, 2019 through December 31, 2021.

Motion by Councilwoman Vomacka and seconded by Councilman D'Ambro to adopt Resolution No. 92 of 2018.

A roll call was taken on Resolution No. 92 of 2018 as follows:

Supervisor Kinowski	YES
Councilman Baker	ABSENT
Councilwoman Bruno	ABSENT
Councilman D'Ambro	YES
Councilwoman Vomacka	YES

Motion carried. Resolution No. 92 of 2018 was adopted unanimously.

**Resolution #93 Approve Payment of a Stipend to Town Clerk
and Deputy Town Clerk for Town Historian/Blockhouse Duties**

Introduced by: Supervisor

WHEREAS, Our Town historians have been unable to assist in duties of this position due to illness; and

WHEREAS, there has been a need for people to accomplish a variety of tasks involving the historical and Blockhouse duties; and

WHEREAS, the tasks and functions are necessary and critical for the operation of the Town’s historical and Blockhouse heritages; and

WHEREAS, due to the time commitment to accomplish these tasks and functions, the Town Clerk and Deputy Town Clerk have worked beyond their normal hours and a stipend, not to exceed \$2,600.00, is recommended to compensate each of them;

Now, therefore, be it

RESOLVED, that the Town Board hereby approves a stipend for the Town Clerk and Deputy Town Clerk in the amount of \$2,600.00 each for their duties assisting the Town Historian and performing Blockhouse duties for 2019.

Motion by Councilwoman Vomacka and seconded by Councilman D’Ambro to adopt Resolution No. 93 of 2018.

A roll call was taken on Resolution No. 93 of 2018 as follows:

Supervisor Kinowski	YES
Councilman Baker	ABSENT
Councilwoman Bruno	ABSENT
Councilman D’Ambro	YES
Councilwoman Vomacka	YES

Motion carried. Resolution No. 93 of 2018 was adopted unanimously.

Resolution #94 Budget Adjustments

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

BUDGET TRANSFERS

A 9010.8 State Retirement	\$4000.00	To cover actual invoice 2018 Retirement
A9015.8 Police Retirement	-\$4000.00	To cover actual invoice 2018 Retirement
A1620.462 Town Hall Rent	\$134.00	To cover error in calculation of rent Increase
A1620.41 Building Supplies	-\$134.00	To cover error in calculation of rent increase
B7140.100 Parks and Rec Salaries	\$1,000.00	To cover parks & rec salaries
B7140.2 Parks and Rec Equipment	-\$1,000.00	To cover parks & Rec Salaries
B9950.9 Interfund Transfers	\$11,500.00	To cover capital projects
Fund Balance	- \$11,500.00	To cover capital Projects
Transfer \$11,500.00 to capital projects		
DB9010.8 State Retirement	\$4,500.00	To cover actual bill 2018 retirement
DB9060.8 Hospitalization	-\$4,500.00	To cover actual bill 2018 retirement
Sw8320.461 Water Source Operation D#1	- \$1065.00	To cover shortage for retirement pmt
SW8320.463 Water Source OperationD#3	- \$ 195.00	To cover shortage for retirement pmt
SW8320.464 Water Source OperationD#4	- \$ 210.00	To cover shortage for retirement pmt

SW8320.465 Water Source OperationD#5	- \$ 30.00	To cover shortage for retirement pmt
SW9010.81 Retirement D#1	\$1065.00	To cover shortage for retirement pmt
SW9010.83 Retirement D#3	\$ 195.00	To cover shortage for retirement pmt
SW9010.84 Retirement D#4	\$ 210.00	To cover shortage for retirement pmt
SW9010.85 Retirement D#5	\$ 30.00	To cover shortage for retirement pmt

BUDGET INCREASE

B-2555 Building Permits	\$1,300.00	cover new tablets & filing cabinet code en
B3620.2Code Enforcement Equip.	\$1,300.00	cover new tablets & filing cabinet code en
DB 2665 Sale of Equipment	\$5850.00	To cover under budgeted amount
DB9030.8 Social Security	\$4300.00	To cover under budgeted amount
DB9035.8 Medicare	\$1550.00	To cover under budgeted amount

RESOLVED, that the above Budget Transfers and Adjustments are hereby approved.

Motion by Councilwoman Vomacka and seconded by Councilman D’Ambro to adopt Resolution No. 94 of 2018.

A roll call was taken on Resolution No. 94 of 2018 as follows:

Supervisor Kinowski	YES
Councilman Baker	ABSENT
Councilwoman Bruno	ABSENT
Councilman D’Ambro	YES
Councilwoman Vomacka	YES

Motion carried. Resolution No. 94 of 2018 was adopted unanimously.

Resolution #95 STANDARD WORK DAY RESOLUTION RS-2418

WHEREAS, New York State requires the Town to file a certain form annually attesting to the Town’s standard work day hours for wage and benefit purposes; and

WHEREAS, the Office of Fiscal Management has proposed filing the attached report for that purpose;

Now, therefore be it

RESOLVED, that the Office of Fiscal Management is authorized and directed to file with New York State the attached Standard Work Day Resolution RS 2418 forthwith.

Motion by Councilwoman Vomacka and seconded by Councilman D’Ambro to adopt Resolution No. 95 of 2018.

A roll call was taken on Resolution No. 95 of 2018 as follows:

Supervisor Kinowski	YES
Councilman Baker	ABSENT
Councilwoman Bruno	ABSENT
Councilman D’Ambro	YES
Councilwoman Vomacka	YES

Motion carried. Resolution No. 95 of 2018 was adopted unanimously.

Resolution #96 Approving the Carry Over of Balance of Unused Vacation Hours to 2019

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 2018 vacation hours into the next 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 2018 into 2019;

Now, therefore, be it

RESOLVED, that the Town Board hereby approves the carryover of the balance of unused vacation hours from 2018 into 2019 for the employees on the attached memorandum, subject to adjustments for any vacation hours taken between the adoption of this resolution and December 31, 2018.

Motion by Councilwoman Vomacka and seconded by Councilman D’Ambro to adopt Resolution No. 96 of 2018.

A roll call was taken on Resolution No. 96 of 2018 as follows:

Supervisor Kinowski	YES
Councilman Baker	ABSENT
Councilwoman Bruno	ABSENT
Councilman D’Ambro	YES
Councilwoman Vomacka	YES

Motion carried. Resolution No. 96 of 2018 was adopted unanimously.

Resolution #97 Compensate Town Highway Employees for Unused Vacation Time

WHEREAS, the Town of Stillwater Employee Handbook states that any unused vacation time to be paid to an employee requires Town Board approval; and

WHEREAS, some of the Highway Department Employees are unable to use their vacation time due to the needs of business for the Town; and

Now Therefore, be it

RESOLVED, the Town Supervisor is hereby authorized to pay certain Town Highway Department Employees who cannot take their time because of needs of the business for unused vacation time at their current rate of pay up to an amount of time not to exceed two weeks. The Town Highway Superintendent is instructed to sign off on any request after Town approval.

Motion by Councilwoman Vomacka and seconded by Councilman D’Ambro to adopt Resolution No. 97 of 2018.

A roll call was taken on Resolution No. 97 of 2018 as follows:

Supervisor Kinowski	YES
Councilman Baker	ABSENT
Councilwoman Bruno	ABSENT
Councilman D’Ambro	YES
Councilwoman Vomacka	YES

Motion carried. Resolution No. 97 of 2018 was adopted unanimously.

Resolution #98 Authorizing Contribution to Wreaths Across America

Introduced by: Supervisor

WHEREAS, a Veteran’s wreath is a symbol of Honor, Respect and Valor; and

WHEREAS, it has been recommended that the Town sponsor 10 wreaths for the ceremony at the Gerald B. Solomon Saratoga National Cemetery on December 15, 2018;

Now, therefore be it

RESOLVED, that the Town Supervisor is hereby authorized to sponsor 10 wreaths for Wreaths Across America program at the Saratoga National Cemetery on December 15, 2018 at a cost not to exceed \$150.00 through American Legion Post 490.

Motion by Councilwoman Vomacka and seconded by Councilman D’Ambro to adopt Resolution No. 98 of 2018.

A roll call was taken on Resolution No. 98 of 2018 as follows:

Supervisor Kinowski	YES
Councilman Baker	ABSENT
Councilwoman Bruno	ABSENT
Councilman D’Ambro	YES
Councilwoman Vomacka	YES

Motion carried. Resolution No. 98 of 2018 was adopted unanimously.

**Resolution #99 Authorizing the Highway Superintendent
To Purchase a Truck off the Onondaga County List with CHIPS Money**

Introduced by: Supervisor (Highway Superintendent)

WHEREAS, the Highway Superintendent has identified a need to purchase a Truck for Highway Department services as provided in the 2018 budget; and

WHEREAS, the Highway Superintendent has identified a Truck listed on the Onondaga County Contract and will use CHIPS money to fund the purchase; and

WHEREAS, the item selected off the Onondaga County contract is exempt from the competitive bidding requirements of the General Municipal Law;

Now, therefore, be it

RESOLVED, that the Highway Superintendent is authorized to purchase a Truck per attached proposal off the Onondaga County Contract not to exceed \$47,000.00 and use CHIPS money to fund the purchase.

Motion by Councilwoman Vomacka and seconded by Councilman D’Ambro to adopt Resolution No. 99 of 2018.

A roll call was taken on Resolution No. 99 of 2018 as follows:

Supervisor Kinowski	YES
Councilman Baker	ABSENT
Councilwoman Bruno	ABSENT
Councilman D’Ambro	YES
Councilwoman Vomacka	YES

Motion carried. Resolution No. 99 of 2018 was adopted unanimously.

**Resolution #100 Authorizing Reimbursement of Late Fee Paid
By Joseph Comitale on Water Bill**

Introduced by: Supervisor

WHEREAS, Josphe Comitale, Customer No. 32800 made a payment on his water bill account for 5 Towpath Road in the Town of Stillwater; and

WHEREAS, the Town collected a late fee in the amount of \$24.83 which was in error on Mr. Comitale’s account;

Now, therefore, be it

RESOLVED, that the Town Board hereby authorizes the reimbursement of \$24.83 to Mr. Joseph Comitale for his overpayment on water bill account for 5 Towpath Road, Customer No. 32800.

Motion by Councilwoman Vomacka and seconded by Councilman D’Ambro to adopt Resolution No. 100 of 2018.

A roll call was taken on Resolution No. 100 of 2018 as follows:

Supervisor Kinowski	YES
Councilman Baker	ABSENT
Councilwoman Bruno	ABSENT
Councilman D’Ambro	YES
Councilwoman Vomacka	YES

Motion carried. Resolution No. 100 of 2018 was adopted unanimously.

Public Input No public comment

Town Board

Supervisor Kinowski

Resignations: Supervisor Kinowski reported that Ralph Peluso, Town Judge and Linda Sanders, Deputy Town Historian have both submitted their resignations effective December 31, 2018.

Audited Claims

Motion by Councilman D’Ambro and seconded by Councilwoman Vomacka to pay the audited claims.

General	\$23,243.89
Town Outside	\$16,173.95
Highway	\$101,045.19
Water & Sewer	\$4,358.33
Capital Projects	\$10,197.77
TA	\$804.70

Motion carried.

Motion by Councilman D’Ambro and seconded by Councilwoman Vomacka to enter into executive session to discuss a personnel matter and a contract matter with Luther Forest Corp. at 7:10 pm. **Motion carried.**

Motion by Councilman D’Ambro and seconded by Councilwoman Vomacka to resume the original agenda meeting of the Stillwater Town Board at 7:40. **Motion carried.**

Supervisor Kinowski introduced Resolution #101 at this time

**Resolution #101 Appoint Paul Male
as Acting Director of the Department of Building,
Planning and Development**

Introduced by: Supervisor

WHEREAS, the Town of Stillwater desires to classify the Director Position and/or make changes to the Town Code; and

WHEREAS, a different director will replace for an interim period the Director of the Department of Building, Planning and Development effective immediately; and

WHEREAS, Paul Male, P.E., as licensed professional with the necessary skills and abilities to perform the duties as the Acting Director;

Now, therefore, be it

RESOLVED, that Paul K. Male, is hereby appointed to serve as the Acting Director of the Department of Building, Planning and Development, and shall be paid in accordance with his compensation package.

Motion by Councilwoman Vomacka and seconded by Councilman D'Ambro to adopt Resolution No. 101 of 2018.

A roll call was taken on Resolution No. 101 of 2018 as follows:

Supervisor Kinowski	YES
Councilman Baker	ABSENT
Councilwoman Bruno	ABSENT
Councilman D'Ambro	YES
Councilwoman Vomacka	YES

Motion carried. Resolution No. 101 of 2018 was adopted unanimously.

Motion by Councilwoman Vomacka and seconded by Councilwoman Bruno to adjourn the Stillwater Town Board meeting at 7:45 pm. **Motion carried.**

Respectfully submitted by

Sue Cunningham
Stillwater Town Clerk