



TOWN OF STILLWATER

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

Town Board Meeting Minutes June 19, 2025 - 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: Danielle Cowin, Town Clerk
Bill Doughty, Superintendent of Highways
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 Weaver to adopt the minutes of June 5, 2025.

Motion carried.

Agenda Items Resolution No. 29 – 34 of 2025

Motion to dispense with reading of Resolutions

Motion by Councilmember D'Ambro seconded by Councilmember Vomacka

Resolution No. 29

A Resolution Accepting a Proposal to Replace the Blockhouse Roof

Introduced by: Supervisor

WHEREAS, a need for the replacement of the shake roof at the Blockhouse has been identified;
and

WHEREAS, proposals were solicited for this non-standard roof replacement and the attached proposal was received from Di Christofaro Construction at \$31,500.00; and

WHEREAS, the scope and price of the proposal brought it under the thresholds contained in General Municipal Law §103 for competitive bidding.

Now, therefore, be it

RESOLVED, that the Town Board hereby accepts the proposal received from Di Christofaro Construction for the replacement of the shake roof at \$31,500.00, conditional upon the receipt and review of \$1,000,000.00 liability insurance coverage and workers' compensation insurance certificates naming the Town as an additional insured.

A motion by Councilmember D'Ambro, seconded by Councilmember Vomacka to adopt Resolution No. 29 of 2025.

A roll call was taken on Resolution No. 29 of 2025 as follows:

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

Resolution No. 29 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on June 19, 2025.

Resolution No. 30
SEQRA Resolution Regarding Zoning Amendments

Introduced by: Supervisor

WHEREAS, Local Law __ of 2025 proposes to rewrite Chapter 210 of the Town Code containing the Town's zoning regulations; and

WHEREAS, the Town Board previously elected to designate itself as the lead agency, to conduct a coordinated SEQRA review of the proposed zoning code rewrite and to duly notify surrounding municipalities and interested agencies; and

WHEREAS, the Town has received an approval from the Saratoga County Planning Board; and

WHEREAS, a public hearing was conducted on June 5, 2025 to consider the zoning code rewrite and its potential environmental impacts; and

WHEREAS, the information contained in the attached Full Environmental Assessment Form ("FEAF") suggests that the project be classified as a Type I action in accordance with 6 NYCRR 617.4.

Now, therefore, be it

RESOLVED, having considered the FEAF, the comments from the public, the contents of the proposed Local Law containing the zoning code rewrite, and also the factors contained in 6 NYCRR 617.7, the Town Board hereby affirms its Type I classification and self-designation as the appropriate lead agency of the coordinated SEQRA review, determines the project to be of nominal environmental impact, and therefore issues a negative declaration.

A motion by Councilmember D'Ambro, seconded by Councilmember Vomacka, to adopt Resolution No. 30 of 2025.

A roll call vote was taken on Resolution No. 30 of 2025 as follows:

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

Resolution No. 30 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted June 19, 2025.

Resolution No. 31

Resolution Adopting Local Law 2 of 2025 and Approving Zoning Code Amendments

Introduced by: Supervisor

WHEREAS, the attached Local Law __ of 2025 proposes to rewrite Chapter 210 of the Town Code containing the Town's zoning regulations and to update the Town's official Zoning Map; and

WHEREAS, the Town Board conducted a public hearing regarding the zoning amendments on June 5, 2025 to consider public comments and previously determined the environmental impact of the project was nominal and issued a negative declaration.

Now, therefore, be it

RESOLVED, that having considered the text of the proposed zoning amendments, the summary letter of Labella Associates regarding its provisions, the updated Zoning Map, the information contained in the Full Environmental Assessment Form and the public comments, the Town Board hereby adopts Local Law __ of 2025, a local law rewriting the zoning code of the Town of Stillwater contained in Chapter 210 of the Town Code; and be it further

RESOLVED, that the Town Clerk is requested to publish notice of the adoption of Local Law 2 of 2025 along with a brief summary of the zoning amendments in the Town's official newspaper forthwith, and to file the affidavits of publication in the Clerk's office upon receipt.

A motion by Councilmember D'Ambro, seconded by Councilmember Vomacka, to adopt Resolution No. 31 of 2025.

A roll call vote was taken on Resolution No. 31 of 2025 as follows:

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

Resolution No. 31 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted June 19, 2025.

Resolution No. 32
Resolution to Declare Surplus and Sell Ford F350 Water Van

Introduced by: Supervisor

WHEREAS, the Highway Superintendent recommends that a 2016 Ford E350 water van in his inventory be declared surplus and that it be sold to the highest bidder at public auction.

Now, therefore, be it

RESOLVED, that the Highway's 2016 Ford E350 water van (Vin #1FDWE3FL9GDC33467) be declared surplus and that it be sold to the highest bidder at public auction.

A motion by Councilmember D'Ambro, seconded by Councilmember Vomacka, to adopt Resolution No. 32 of 2025.

A roll call vote was taken on Resolution No. 32 of 2025 as follows:

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

Resolution No. 32 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted June 19, 2025.

Resolution No. 33
Resolution Regarding Budget Adjustments

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

| BUDGET ADJUSTMENTS/ TRANSFERS | 2025 | | |
|-------------------------------|--------------------------|-------------------------------------|-----------|
| B-9950.9 | TRANSFER TO CAP PROJECTS | PURCHASE REMOTE CONTROL SLOPE MOWER | 66,927.28 |
| B-599 | FUND BALANCE OPEN SPACE | PURCHASE REMOTE CONTROL SLOPE MOWER | 66,927.28 |

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

BUDGET IMPACT STATEMENT: as stated above

A motion by Councilmember D'Ambro, seconded by Councilmember Vomacka to adopt Resolution No. 33 of 2025

A roll call was taken on Resolution No. 33 of 2025 as follows:

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

Resolution No. 33 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on June 19, 2025.

Resolution No. 34

A Resolution to Approve the Submission of an Updated RS 2417-A Retirement Form Regarding William Doughty

Introduced by: Supervisor Kinowski

WHEREAS, the RS 2417-A Retirement form is required to be enrolled in the New York State and Local Retirement System; and

WHEREAS, Town Board wishes to authorize the submission of an updated New York State and Local Retirement System form RS 2417-A with regard to Highway Superintendent William Doughty.

now, therefore, be it

RESOLVED, that the Town Board hereby authorizes the submission of an updated NYSLRS Form RS 2417-A with regard to Highway Superintendent William Doughty.

A motion by Councilmember D'Ambro, seconded by Councilmember Vomacka, to adopt Resolution No. 34 of 2025.

A roll call was taken on Resolution No. 34 of 2025 as follows:

| | |
|-----------------------|-----|
| Supervisor Kinowski | YES |
| Councilmember Baker | YES |
| Councilmember Vomacka | YES |

| | |
|-----------------------|-----|
| Councilmember D'Ambro | YES |
| Councilmember Weaver | YES |

Resolution No. 34 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on June 19, 2025.

Motion to discuss Resolutions No. 29-34

Motion by Councilmember D'Ambro seconded by Councilmember Vomacka

No discussion needed

Other Business

Councilmember Vomacka

Announced an upcoming reenactment group visit in August 8-10 at the Blockhouse. She added that Zakary (Blockhouse employee) is nearly finished digitizing the town's veteran records, with only 40-60 pages remaining.

Supervisor Kinowski considered decorating the Blockhouse for Christmas, with Sue suggesting adding lights to the roof outline. Skip Kardash was tasked with researching heavy-duty lighting options that could be easily attached and changed, while also looking into the cost of installing outlets in the attic.

Highway Superintendent

Billy shared that his crew paved their first road this week (Sweeney Road).

Supervisor Kinowski

Discussed promotional items ordered for the department and upcoming events at a horse farm, inviting members to attend this Friday from 3-5pm and the White Hollow Horse Farm on Brickhouse Road. He mentioned submitting several grants, including one for economic development and another for trails, both for \$10,000 each. He noted that the closeout committee meeting for the economic development grant is tomorrow, and the trails grant is due at the end of the month. Lastly, Supervisor Kinowski mentioned an ongoing process with Farm Credit East regarding mortgage subordinations for a project, which is taking time due to personnel changes.

Friendly reminder about the upcoming July 3rd fireworks event at Browns Beach.

Councilmember Weaver

Announced additional e-waste collection dates for July 19th and August 16th, from 9-2 and confirmed the fall cleanup for Saturday October 18th from 7-2.

She also shared a new protocol card for handling seizures. Darlene McGrath, Mechanicville resident, met with Councilmember Weaver in regards of the warning signs of a seizure/epilepsy and agreed to post them around the town hall and our other locations such as Brown Beach.

Supervisor Kinowski acknowledged the importance of displaying the information and that he would make copies. Darlene stated she would bring more copies to the town hall to distribute.

Town Clerk

Danielle shared details about a winter festival planned by the Village Mayor scheduled for December 1st, which will coincide with the village's tree lighting and towns tree lighting ceremony. She expressed interest in participating, with ideas like setting up a craft table or dressing as elves to hand out freebies. Discussion was held about a large safe from the Newland wood fire department, which was suggested could be displayed at Town Hall. The board agreed to visit the fire department to inspect the safe and consider removing its door for display. Additionally, Danielle provided an update on family day planning, mentioning that vendors are sending in checks and a cornhole tournament will be held. Next committee meeting is Thursday June 26th at 4pm.

Police Commission

John Nett read aloud the Police report, see attached.

Public Input

Darlene McGrath thanked the city of Mechanicville for their assistance after a recent accident and suggested implementing a "Citizen of the Month" program in Stillwater to recognize positive community members like Mechanicville does. She also informed the board about expiring Community Oriented Policing grants and raised concerns about diverse housing issues and E-bike safety, particularly regarding children's behavior on the roads.

Audited Claims

The Town Clerk presented the report for the Town Boards review.

| | |
|------------------|-------------|
| General | \$ 17803.98 |
| Town Outside | \$ 30815.63 |
| Highway | \$ 17129.00 |
| Water | \$ 2290.47 |
| Capital Projects | \$ 66927.28 |

Motion by Councilmember D’Ambro and seconded by Councilmember Weaver to pay the audited claims.

Motion carried.

Motion by Councilmember D’Ambro and seconded by Councilmember Vomacka to adjourn into executive session to discuss Malta Water.

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

The Town Board went into Executive Session at 7:40 pm.

Respectfully submitted by,

Danielle Cowin, Town Clerk



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

Police Activities Report for May 2025

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

| | |
|----------------------------------|------|
| Patrol Miles | 6017 |
| Fuel Used | 475 |
| Complaints & Request for Service | 85 |
| Domestic Complaints | 4 |
| Closed by Investigation | 83 |
| Open Cases | 2 |
| Follow Up Investigations | 15 |
| Arrests | 12 |
| Use of Force | 0 |
| Tickets Issued | 48 |
| Motor Vehicle Crashes | 10 |
| Assist Other Agencies | 9 |
| Property Checks Conducted | 131 |
| Special Events / Details | 5 |
| Meetings & Training | 2 |
| Request for Records | 15 |
| Portable Radar Unit Placement | 2 |
| Sexual Offenders Registered | 1 |
| Total Call for Services | 258 |

Respectfully submitted,

John Nett
Police Commissioner
(Signed Copy on file)