



TOWN OF STILLWATER

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

Town Board Meeting Minutes November 20, 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 November 6, 2025.

Motion carried.

Agenda Items Resolution No. 72-75

Motion to dispense with reading of Resolutions
Motion by Councilmember D’Ambro seconded by Councilmember Vomacka.

Resolution No. 72

**A Resolution Setting a Public Hearing to Consider Local Law ____ of 2025,
A Local Law Amending Local Law 2 of 2017 regarding the Route 4 Form Based Code Provisions**

Introduced by: Supervisor

WHEREAS, by Resolution 41 of 2017 and Local Law 2 of 2017, the Town Board adopted the Route 4 Form Based Code provisions into the Town’s zoning code as Article XXI of Chapter 210; and

WHEREAS, at the time of the adoption of Local Law 2 of 2017, certain tables and descriptions from the old zoning provisions were inadvertently included with the published text of the new zoning provisions, thus requiring an amendment to the local law to eliminate the no longer applicable provisions.

NOW, THEREFORE, BE IT

RESOLVED, that a public hearing is hereby set for 7:00 PM on December 18, 2025 to receive public comment concerning the proposed amendments, all of which are highlighted in the attachment hereto; and be it further

RESOLVED, that the Town Clerk is requested to publish appropriate notice of the public hearing.

A motion by Councilmember D’Ambro, seconded by Councilmember Vomacka, to adopt Resolution No. 72 of 2025.

A roll call was taken on Resolution No. 72 of 2025 as follows:
Supervisor Kinowski YES

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

Resolution No. 72 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on November 20, 2025.

Resolution No. 73

A Resolution Authorizing the Supervisor's Signature on LaBella Engineering 2025 Engagement Agreement #24 Regarding professional services related to advancing concepts for Route 76 east/west multimodal connections and the CRTC UPWP solicitation

Introduced by: Supervisor

WHEREAS upon the Supervisor's request, LaBella Associates presented the Town with 2025 Engagement Agreement #24, a copy of which is attached hereto, to authorize professional services related to advancing concepts for Route 76 east/west multimodal connections and the CRTC UPWP solicitation; and

WHEREAS the estimated cost of the professional services to be provided is \$5000.00, to be billed on a Lump Sum basis, and any additional services over those outlined will require an amendment to the agreement.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board hereby authorizes the Supervisor's signature on the attached 2025 Engagement Agreement #24 with LaBella Associates to provide professional services related to advancing concepts the for Route 76 east/west multimodal connections and the CRTC UPWP solicitation.

A motion by Councilmember D'Ambro, seconded by Councilmember Vomacka, to adopt Resolution No. 73 of 2025.

A roll call was taken on Resolution No. 73 of 2025 as follows:

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

Resolution No. 73 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on November 20, 2025.

Resolution No. 74

Resolution Approving the Carry Over of Balance of Unused Leave to 2026 or to Request a Payout

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 2025 leave into the next year or to request a payout of compensation for those unused hours; 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 2025 into 2026.

NOW, THEREFORE, BE IT

RESOLVED, that due to unused leave hours during 2025, the Town Board hereby approves the carryover of the balance of unused leave hours or cash payouts from 2025 into 2026 for the employees on the attached memorandum, subject to adjustments for any leave hours taken between the adoption of this resolution and December 31, 2025.

A motion by Councilmember D'Ambro, seconded by Councilmember Vomacka, to adopt Resolution No. 74 of 2025.

A roll call was taken on Resolution No. 74 of 2025 as follows:

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

Resolution No. 74 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on November 20, 2025.

Resolution No. 75
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 | | |
|-------------------------------|-----------------------------|-----------------|-----------|
| A-3310.4 | Traffic Contractual | Transfer | 200.00 |
| A-3510.4 | Dog contractual | Transfer | -200.00 |
| A-5182.4 | Street Lighting Contractual | Transfer | 800.00 |
| A-3510.4 | Dog Contractual | Transfer | -800.00 |
| A-1410.100 | Town Clerk Salaries | Transfer | 1500.00 |
| A-9060.8 | Hospital Insurance | Transfer | -1500.00 |
| A-8160.465 | Recycling | Transfer | 3600.00 |
| A-9060.8 | Hospital Insurance | Transfer | -3600.00 |
| B-7510.4 | Historian Contractual | Transfer | 500.00 |
| B-7510.100 | Historian Salaries | Transfer | -500.00 |
| SW-8340.466 | Water transmission dist 6 | Increase budget | 10,000.00 |
| SW-2147 | Metered Sales dist 6 | Increase budget | 10,000.00 |
| B-1910.4 | Unallocated Insurance | Increase budget | 3035.00 |
| B-9060.8 | Hospitalization | Increase Budget | -3035.00 |
| B-7140.4681 | Blockhouse | Transfer | 500.00 |
| B-7510.100 | Historian Salaries | Transfer | -500.00 |

Other Business

Supervisor Kinowski asked Superintendent Doughty to discuss the water system vulnerabilities and the need for redundancy in the town's water supply.

Highway Superintendent Doughty explained that McDermott Road has the only water line feeding the lower side of town from 75 down to the Hudson River. If there's an issue on McDermott Road, there's no way to supply town water without connecting to the Village. He emphasized this is considered an emergency situation that needs to be addressed. It was also mentioned that water breaks typically happen at inconvenient times like weekends or holidays.

In conclusion, the town needs to work on creating a loop system to provide redundancy in the water supply

Mayor Judy Wood-Zeno: Asked if the water issue would affect the village directly.

Highway Superintendent Doughty, clarified it wouldn't impact the village directly but would require opening valves to feed the town in an emergency an emergency plan.

Discussion about fire hydrant capacity and potential issues with firefighting water supply. Supervisor Kinowski mentioned concerns about fire hydrants not being able to supply the 2,600 gallons per minute that might be needed

Town Engineer Joe Lanaro clarified that not every hydrant has the same capacity and it depends on location in the distribution system.

Supervisor Kinowski Reported he had spoken with Commissioner Tom Rinaldi who didn't believe there was a problem with the pumper information

Town Engineer Joe Lanaro confirmed that newer hydrants have more capacity than older ones, but still may not reach 2,600 gallons per minute.

In conclusion, a meeting needs to be arranged with fire chiefs and engineers to discuss hydrant capacity. There's a need to educate firefighters about the water system capabilities

Town Clerk Danielle Cowin

Informed the Board about the upcoming Village Winter Festival and town participation. On Saturday December 6th. She also stated that she and Beth will represent the town at the Sunoco Station with activities for children and they will help with horse and carriage rides from 2-5:30 PM.

Councilmember Vomacka provided additional details about festival activities including a craft fair, Nightmare before Christmas, Jack Frost show, magic show, and tree lighting ceremonies. Various activities are planned throughout the day from morning until evening ending with fireworks.

Danielle also shared, Matt Dakota from the Highway Department is collecting monetary donations and unwrapped gifts for children through the Chamber of Southern Saratoga County. The Highway Dept. usually sponsors a child each year. He will collect donations at Town Hall until December 4th. Information about the child's needs will be shared with interested board members.

Police Commission

The Police Commissioner presented the monthly activity report. See attached.

Highway Superintendent Doughty

Shared positive feedback from residents about property checks conducted by police while homeowners are away. They are particularly appreciated by seasonal residents. The police department continues to provide valuable services to the community.

Public Input

Todd Hanlon, a town resident expressed concerns about security in the town and requested consideration for expanded police coverage. He introduced himself as a resident on Railroad Avenue caring for his elderly mother. He started off with praising the current police force but expressed concern about thefts and security issues. He suggested members should download the Crime Radar app to monitor local criminal activity. He presented the town to consider implementing a 24-hour police force rather than relying on the Sheriff's Department.

He offered to become more involved in the community and potentially serve on the board. The board acknowledged the concerns and offered to provide information about town meetings and activities.

Audited Claims

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

| | |
|--------------|-------------|
| General | \$ 19181.85 |
| Town Outside | \$ 10230.29 |

| | |
|---------|------------|
| Highway | \$ 6969.52 |
| Water | \$ 2369.61 |

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

Motion carried.

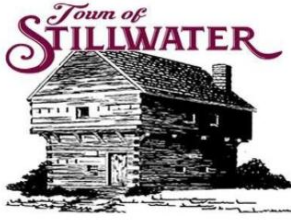
Motion by Councilmember Vomacka and seconded by Councilmember D'Ambro to adjourn into executive session to discuss personnel.

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

The Town Board went into Executive Session at 7:45pm.

Respectfully submitted by,

Danielle Cowin, Town Clerk



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

Police Activities Report for October 2025

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

| | |
|----------------------------------|------|
| Patrol Miles | 5053 |
| Fuel Used | 499 |
| Complaints & Request for Service | 66 |
| Domestic Complaints | 6 |
| Closed by Investigation | 64 |
| Open Cases | 2 |
| Follow Up Investigations | 19 |
| Arrests | 17 |
| Use of Force | 0 |
| Tickets Issued | 42 |
| Motor Vehicle Crashes | 6 |
| Assist Other Agencies | 15 |
| Property Checks Conducted | 189 |
| Special Events / Details | 6 |
| Meetings & Training | 2 |
| Request for Records | 8 |
| Portable Radar Unit Placement | 0 |
| Sexual Offenders Registered | 3 |
| Total Call for Services | 306 |

Respectfully submitted,

John Nett
Police Commissioner
(Signed Copy on file)