



# TOWN OF STILLWATER

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

## Town Board Meeting Minutes April 3, 2025 - 7:00 PM at Stillwater Town Hall

**Present:** Supervisor Ed Kinowski  
Councilmember Artie Baker- via Zoom  
Councilmember Chris D’Ambro  
Councilmember Ellen Vomacka

**Also Present:** Danielle Cowin, Town Clerk  
Bill Doughty, Superintendent of Highways  
James Trainor, Attorney for the Town  
Joe Lanaro, Engineer for the Town

**Absent/Excused:** Councilmember Jennifer Weaver and John Nett, Police Commissioner

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 Baker and seconded by Councilmember Vomacka to adopt the minutes of March 20, 2025.

**Motion carried.**

**Agenda Items** Resolution No. 18 Resolution Approving Budget Transfers

Motion to dispense with reading of Resolution No. 18

Motion by Councilmember D’Ambro seconded by Councilmember Vomacka

**Resolution No. 18**

**Resolution Regarding Budget Adjustments**

Introduced by: Supervisor Kinowski

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

BUDGET ADJUSTMENTS			
A-6510.4	Veteran’s Contractual	Budget Increase per Resolution No. 11 2025	500.00
A-599	Fund Balance	Budget Increase per Resolution No. 11 2025	500.00

BUDGET IMPACT STATEMENT: as stated above

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

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

A motion by Councilmember D’Ambro, seconded by Councilmember Vomacka to adopt Resolution No. 18 of 2025.

A roll call was taken on Resolution No. 18 of 2025 as follows:  
Supervisor Kinowski                    YES

Councilmember Baker	YES
Councilmember Vomacka	YES
Councilmember D'Ambro	YES
Councilmember Weaver	ABSENT

Resolution No. 18 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on April 3, 2025.

**Motion to** discuss Resolutions No.

Motion by Councilmember D'Ambro seconded by Councilmember Vomacka.

No discussion needed.

### **Other Business**

Councilmember Vomacka

Mentioned plans to reach out to Jason, a roofer, for a roof inspection at the Block House and the need for sealing the wood at the Block House due to potential mite infestation. The maintenance of the Block House was discussed, including the need for roof repairs and wood preservation treatments.

She mentioned a meeting with the village's new historian, Sarah Kipp, to discuss the transfer of historical items. In addition, the need to remove furniture etc. from the community center building and the potential involvement of the highway department in this task.

Councilmember Vomacka will be ordering flags for the Block House.

Announced an upcoming Stations of the Cross walk organized by the Clergy Council on April 18<sup>th</sup> at 12 noon. Ellen coordinated the police escorting.

Discussed a digitization project with the historian that may require additional hours for staff, suggesting a stipend or motion to approve extra hours once the details are finalized. Zack Lesson will assist Historian upon approval with this project.

Supervisor Kinowski

Discussed the town's budget and potential spending on various projects. The town has a reserve of around 3 million dollars and is considering how to allocate it. He also talked about the possibility of applying for grants for next year and the need to decide whether to fund specific roads or projects. He emphasized the importance of making smart decisions and preserving funds for critical needs, such as the roof and boards of the Block House. Lastly, he mentioned the need for a new water tank and a pump, and the potential for the town to cover some of the costs through fees from the building department.

Announced that a special edition # 2 of the Express News is being prepared. This entails updates from all departments and the may resources we provide.

The cost of square footage for boats has been raised by 10.64%. and finally, Bill is working on the 284 plan for road reviews, with three roads being excluded from the plan. (Cold Springs Road, G. Thompson Rd., and Correro Road)

He shared and discussed extending Bob's Morris contract for the Marina. The contract is extended for 2 more years 2025 and 2026.

Supervisor Kinowski discussed the need for better management of the parking lot at Brown Speech, particularly during winter months. He highlighted the issue of liability and the potential for lawsuits, which Rich has been handling out of pocket. He suggested that the parking lot should be maintained by contractors with insurance, as it is up to them to provide proper signage and manage the area. The board also discussed the importance of maintaining the kayak launch for the fire department's airboat, and the need for proper signage to manage expectations and prevent liability issues. Highway Department to install proper signage at Brown's Beach parking lot regarding winter parking.

Ed and Billy met with Mr. Dakota regarding the tow path drainage project, and letters have been sent out. They also met with Mr. Pafundi and his mother about their property, discussing

necessary paperwork changes and easement language. Two out of ten families have been cooperative so far. Ed will send engagement to the board.

Fireworks will be held on Thursday July 3, 2025 at Browns Beach.

**Highway Superintendent**

B. Doughty expressed gratitude for Ed's visit to the office, which helped ease stress regarding highway-related matters. He invited other board members to stop by for similar discussions.

**Police Commission- NA**

**Town Clerk**

Danielle discussed the office's recent upgrades, including the implementation of a remote device checking system for water billing and an online dog portal for renewals. She also shared her achievement of becoming a certified town official. Danielle mentioned upcoming events, including a family day meeting on April 10<sup>th</sup>. She also mentioned her involvement in organizing the Memorial Day parade on May 23<sup>rd</sup> with Bif Baker.

**Public Input** None to be heard.

**Audited Claims**

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

General	\$ 13,157.19
Town Outside	\$ 19,878.11
Highway	\$ 14,200.02
Water	\$ 4,068.87

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

**Motion carried.**

**Motion** by Councilmember D'Ambro and seconded by Councilmember Vomacka to adjourn the meeting at 7:50pm.

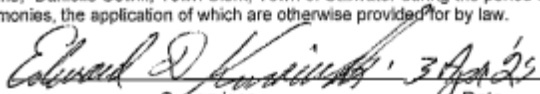

Respectfully submitted by,

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Danielle Cowin, Town Clerk

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Conservation	Conservation	6	8.30
	Marr. Lic.	Marriage Licensing Fees	4	70.00
	MISC. FEES	Marriage Cert.	1	10.00
		Marriage Trans.	3	30.00
			<b>Sub-Total:</b>	<b>\$118.30</b>
A2544	Dog Licensing	Exempt Dogs	1	0.00
		Female, Spayed	27	135.00
		Female, Unspayed	2	20.00
		Male, Neutered	27	135.00
		Male, Unneutered	1	10.00
		Replacement Tags	1	3.00
	senior discount	senior discount	8	-20.00
			<b>Sub-Total:</b>	<b>\$283.00</b>
A2770	Misc Fees	Foil Requests	2	14.00
			<b>Sub-Total:</b>	<b>\$14.00</b>
B 2555	PERMIT FEES	Building Permits	9	5,267.05
			<b>Sub-Total:</b>	<b>\$5,267.05</b>
B1255	Misc Fee	Park Pavilion NR	1	75.00
	Misc Fees	Park Kitchen	1	50.00
	MISC. FEES	Park Pavilion	10	500.00
		Death Transcripts	23	230.00
			<b>Sub-Total:</b>	<b>\$855.00</b>
B2110	PLAN & ZONE	PH Notification	2	67.59
			<b>Sub-Total:</b>	<b>\$67.59</b>
B2155	Misc Fee	Park Misc.	2	20.00
			<b>Sub-Total:</b>	<b>\$20.00</b>
B2555	PERMIT FEES	Demolition	1	100.00
	Permits	Burn permits	1	886.75
	Stop Work Order Fee	Stop Work Order	1	500.00
				<b>Sub-Total:</b>
<b>Total Local Shares Remitted:</b>				<b>\$8,091.69</b>
Amount paid to:	NYS Ag. & Markets for spay/neuter program			63.00
Amount paid to:	NYS Environmental Conservation			141.70
Amount paid to:	State Health Dept. for Marriage Licenses			90.00
<b>Total State, County &amp; Local Revenues:</b>		<b>\$8,386.39</b>	<b>Total Non-Local Revenues:</b>	
			<b>\$294.70</b>	

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Danielle Cowin, Town Clerk, Town of Stillwater during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Supervisor Date Town Clerk Date

3-29-25 4-2-25