



# TOWN OF STILLWATER

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

## Town Board Meeting Minutes August 21, 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

**Absent/Excused:** 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 Vomacka and seconded by Councilmember Weaver to adopt the minutes of July 17, and August 14, 2025.

### **Motion carried.**

### **Agenda Items** Bid Opening on Chip Box Truck AND Resolutions No.42-49

Town Clerk Danielle Cowin, presented and opened three bids, with Adirondack Truck Repair offering the lowest price of \$69,527. The board discussed the need to approve the bid, suggesting they could reference a previous special meeting resolution to expedite the process. They agreed to review the bids closer and put it on the agenda for the next meeting, but emphasized the importance of approving it today.

### **Resolution No. 42**

### **Reject All Bids for Saratoga Lake Water Quality Study**

Introduced by: Supervisor Kinowski

WHEREAS, the Town Board previously advertised for bids for construction services regarding the proposed Saratoga Lake Water Study Implementation General Construction Project; and

WHEREAS, bids for the General Construction Contract work were opened on August 15, 2025 and it became apparent from the single bid response that the price quoted was beyond the Opinion of Probable Cost provided by the Town's engineers as well as the funds the Town had budgeted for the project; and

WHEREAS, the Town's engineers have recommended that the single bid be rejected and that the project be rebid at a future date, as explained in the attached letter from Labella Associates.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board hereby rejects the bid submitted by Gallo Construction Corp. for the General Construction Contract work proposed for the Project.

A motion by Councilmember D'Ambro, seconded by Councilmember Weaver, to adopt Resolution No. 42 of 2025.

A roll call vote was taken on Resolution No. 42 of 2025 as follows:

Supervisor Kinowski	YES
Councilmember Baker	YES
Councilmember Vomacka	YES

Councilmember D'Ambro YES

Councilmember Weaver YES

Resolution No. 42 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on August 21, 2025.

**Resolution No. 43**

**Approve a Letter of Support and Mutual Aid and Assistance Agreement with the Town of Halfmoon Regarding Funding for the Purchase of a Vacuum Truck**

Introduced by: Supervisor Kinowski

WHEREAS, the Town of Halfmoon is applying for a Water Quality Improvement Project grant through the NYS Consolidated Funding Application process for funding to purchase a vacuum truck; and

WHEREAS, Halfmoon's purchase of a vacuum truck will benefit surrounding MS4 communities, including the Town of Stillwater, through a Mutual Aid and Assistance Agreement that would allow Stillwater to use the vacuum truck in the Town of Stillwater to help improve our water quality by eliminating debris from infiltrating our groundwater sources.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board hereby ratifies the Supervisor's letter of support for the Halfmoon vacuum truck funding application and also authorizes the Supervisor to sign the attached Mutual Aid and Assistance Agreement with the Town of Halfmoon for use of the vacuum truck once purchased.

A motion by Councilmember D'Ambro, seconded by Councilmember Weaver to adopt Resolution No. 43 of 2025.

A roll call was taken on Resolution No. 43 of 2025 as follows:

Supervisor Kinowski YES

Councilmember Baker YES

Councilmember Vomacka YES

Councilmember D'Ambro YES

Councilmember Weaver YES

Resolution No. 43 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on August 21, 2025.

**Resolution No. 44**

**Approve Amended Agreement with the Town of Malta Regarding Water District #7**

Introduced by: Supervisor Kinowski

WHEREAS, the Towns of Malta and Stillwater previously entered into an Agreement regarding the supply of, and the billing for, water service in Water District No. 7; and

WHEREAS, the Agreement is proposed to be amended by the Towns as provided for in the attachments hereto.

NOW, THEREFORE, BE IT

RESOLVED, that the Supervisor is hereby authorized to sign the attached Amended Agreement with the Town of Malta regarding the supply of, and the billing for, water service in Water District No. 7.

A motion by Councilmember D'Ambro, seconded by Councilmember Weaver to adopt Resolution No. 44 of 2025.

A roll call was taken on Resolution No. 44 of 2025 as follows:

Supervisor Kinowski YES

Councilmember Baker YES

Councilmember Vomacka YES

Councilmember D'Ambro YES

Councilmember Weaver YES  
Resolution No. 44 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater dully conducted on August 21, 2025.

**Resolution No. 45**  
**Reappoint Scott Gresens to the Board of Assessment Review**

Introduced by: Supervisor Kinowski

WHEREAS, Scott Gresens has been a member in good standing of the Town's Board of Assessment Review ("BAR") since October 1, 2020; and

WHEREAS, Mr. Gresens' term on the BAR will be completed on September 30, 2025 and the Town Board has considered him for reappointment.

NOW, THEREFORE, BE IT

RESOLVED, Mr. Scott Gresens is hereby reappointed to the Board of Assessment Review for a term commencing on October 1, 2025 and ending on September 30, 2030.

A motion by Councilmember D'Ambro, seconded by Councilmember Weaver to adopt Resolution No. 46 of 2025.

A roll call was taken on Resolution No. 45 of 2025 as follows:

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

Resolution No. 45 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater dully conducted on August 21, 2025.

**Resolution No. 46**  
**Approve a Grant Application Regarding the Management of Docks on Saratoga Lake**

Introduced by: Supervisor Kinowski

WHEREAS, the Town of Stillwater supports Saratoga Lake Protection & Improvement District (SLPID) and the towns of Malta, Saratoga, and City of Saratoga Springs to develop a study to determine the feasibility of regulating the residential and commercial construction and operation of docks and mooring on Saratoga Lake; and

WHEREAS the Town of Stillwater, on behalf of Saratoga Lake Protection & Improvement District (SLPID) and the towns of Malta, Saratoga, and City of Saratoga Springs, agrees to sponsor the application for a grant under the Hudson River Valley Greenway Planning Grant Program during the October 31, 2025 funding round for a project entitled *Saratoga Lake Dock Management Feasibility Study*; and

WHEREAS the Town of Stillwater recognizes that all four involved municipalities are official "Greenway" communities and therefore eligible to apply for the grant; and

WHEREAS the Town of Stillwater will provide its share of grant writing costs of \$700 towards the total fee of \$2,800 which will be paid by SLPID to the consultant and invoiced to the individual communities; and

WHEREAS the Town of Stillwater requests Hudson River Valley Greenway funds in the amount of \$30,000 which will be matched with \$40,000 shared by the four involved municipalities, making the total project value at \$70,000;

WHEREAS prior to the acceptance of the grant, if approved, the Town of Stillwater will have no financial obligation aside from its respective share as noted above and the Town of Stillwater will be held harmless from all claims and liabilities;

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of the Town of Stillwater hereby does approve and endorse the application for a grant under the Hudson River Valley Greenway Planning Grant Program, for a project known as *Saratoga Lake Dock Management Feasibility Study*. and be it,

FURTHER RESOLVED the Town Supervisor or his designee through the NYS Grants Gateway Portal is authorized to approve /process /sign the necessary documents to facilitate the processing of the State grant.

A motion by Councilmember D'Ambro, seconded by Councilmember Weaver, to adopt Resolution No. 46 of 2025.

A roll call was taken on Resolution No. 46 of 2025 as follows:

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

Resolution No. 46 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on August 21, 2025.

**Resolution No. 47**

**Approve Labella Engagement Agreement No. 18 re GIS Mapping**

Introduced by: Supervisor Kinowski

WHEREAS upon the Supervisor's request, LaBella Associates presented the Town with 2025 Engagement Agreement 18, a copy of which is attached hereto, to authorize professional services regarding inspecting GIS Utility Map Updates for 2025-2027; and

WHEREAS the professional services will include the mapping of critical utility infrastructure within the Town for future capital projects planning purposes for an estimated cost of \$160,097.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board hereby authorizes the Supervisor's signature on the attached 2025 Engagement Agreement 18 with LaBella Associates to provide professional services related to GIS Utility Mapping Updates for 2025 – 2027 at an estimated cost of \$160, 097.

A motion by Councilmember D'Ambro, seconded by Councilmember Weaver, to adopt Resolution No. 47 of 2025.

A roll call was taken on Resolution No. 47 of 2025 as follows:

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

Resolution No. 47 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on August 21, 2025.

**Resolution No. 48**

**Approve Labella Engagement Agreement No. 19 re Subdivision Regulations**

Introduced by: Supervisor Kinowski

WHEREAS upon the Supervisor's request, LaBella Associates presented the Town with 2025 Engagement Agreement 19, a copy of which is attached hereto, to authorize professional services regarding updating the Town's Subdivision Regulations with Companion Standards Updates; and

WHEREAS the professional services will include the updating of the Town’s current subdivision regulations with appropriate updates to the corresponding Town Code provisions for highway, drainage and water standards in two phases at an estimated total cost of \$35,000.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board hereby authorizes the Supervisor’s signature on the attached 2025 Engagement Agreement 19 with LaBella Associates to provide professional services regarding updating the Town’s Subdivision Regulations with Companion Standards Updates.

A motion by Councilmember D’Ambro, seconded by Councilmember Weaver, to adopt Resolution No. 48 of 2025.

A roll call was taken on Resolution No. 48 of 2025 as follows:

Supervisor Kinowski	YES
Councilmember Baker	YES
Councilmember Vomacka	YES
Councilmember D’Ambro	YES
Councilmember Weaver	YES

Resolution No. 48 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on August 21, 2025.

**Resolution No. 49**

**A Resolution Awarding Contract & Authorizing Supervisor Kinowski to sign Contract for Chip Box Truck Conversion**

Introduced by: Supervisor

WHEREAS, the Highway Superintendent has recommended that the existing MD642 Chip Box Truck be converted to a Hook Swap Loader; and

WHEREAS, the Town Board previously advertised for bids regarding the conversion of the Chip Box Truck; and

WHEREAS, the Town Board has recommended that the bid from Adirondack Truck Repair LLC be awarded.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board has awarded the bid to Adirondack Truck Repair LLC in the amount of \$69,527.00 for the Chip Box Truck Conversion and is authorizing Supervisor Kinowski to sign the contract.

A motion by Councilmember D’Ambro, seconded by Councilmember Weaver, to adopt Resolution No. 49 of 2025.

A roll call was taken on Resolution No. 49 of 2025 as follows:

Supervisor Kinowski	YES
Councilmember Baker	YES
Councilmember Vomacka	YES
Councilmember D’Ambro	YES
Councilmember Weaver	YES

Resolution No. 49 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on August 21, 2025.

Motion to dispense with reading of Resolutions

Motion by Councilmember D’Ambro seconded by Councilmember Weaver

**Motion to** discuss Resolutions No. 42-49

Motion by Councilmember D’Ambro seconded by Councilmember Weaver

No discussion needed

**Other Business**

**Councilmember Weaver** discussed the e-waste program, deciding to hold one more event before the town-wide cleanup. August was typically a slow month. The Board agreed to specify prices in the cleanup brochure and to consider abolishing the August e-waste event next year.

**Councilmember Vomacka** reported on the successful 250th event at the blockhouse, noting that the reenactors would like to make the site their home base.

**Town Clerk Cowin** informed the board of an increase in General Code's pricing, which will affect the budget for next year by \$100.00.

**Police Commission** See report attached.

**Public Input** None

**Audited Claims**

The Town Clerk presented the following report for the Town Board's review.

General	\$ 43739.01
Town Outside	\$ 36296.10
Highway	\$ 22729.82
Water	\$ 901.20

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

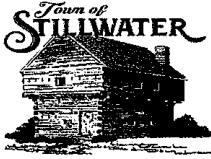
**Motion carried.**

**Motion** by Councilmember Baker and seconded by Councilmember Vomacka to adjourn meeting at 7:30pm

Respectfully submitted by,

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Danielle Cowin, Town Clerk



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

**Police Activities Report for July 2025**

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

Patrol Miles	5433
Fuel Used	497
Complaints & Request for Service	87
Domestic Complaints	9
Closed by Investigation	85
Open Cases	2
Follow Up Investigations	18
Arrests	13
Use of Force	0
Tickets Issued	22
Motor Vehicle Crashes	3
Assist Other Agencies	20
Property Checks Conducted	142
Special Events / Details	1
Meetings & Training	1
Request for Records	0
Portable Radar Unit Placement	1
Sexual Offenders Registered	3
Total Call for Services	275

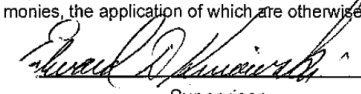
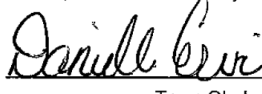
Respectfully submitted,

John Nett  
Police Commissioner  
(Signed Copy on file)

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Conservation	Conservation	17	166.22
	Marr. Lic.	Marriage Licensing Fees	3	52.50
	MISC. FEES	Marriage Cert.	2	20.00
		Marriage Trans.	3	30.00
			<b>Sub-Total:</b>	<b>\$268.72</b>
A2544	Dog Licensing	Female, Spayed	26	130.00
		Female, Unspayed	1	10.00
		Male, Neutered	19	95.00
		Male, Unneutered	2	20.00
		Replacement Tags	1	3.00
		senior discount	senior discount	12
				<b>Sub-Total:</b>
A2770	Misc Fee	P H Notification	1	45.54
	Misc Fees	Foil Requests	1	0.50
			<b>Sub-Total:</b>	<b>\$46.04</b>
B 2555	PERMIT FEES	Building Permits	14	3,710.17
			<b>Sub-Total:</b>	<b>\$3,710.17</b>
B1255	MISC. FEES	Birth Certificates	1	10.00
		Death Transcripts	5	100.00
			<b>Sub-Total:</b>	<b>\$110.00</b>
B2555	Business	Bussiness	2	500.00
	Fire Inspections	Fire Inspections	1	250.00
	PERMIT FEES	Demolition	1	100.00
	Permits	Swimming Pools	4	300.00
	Special Event	Special Event	1	250.00
			<b>Sub-Total:</b>	<b>\$1,400.00</b>
B2771	Misc Fees	Brown's Beach-10 Day Pass	1	60.00
			<b>Sub-Total:</b>	<b>\$60.00</b>
				<b>Total Local Shares Remitted: \$5,822.93</b>
Amount paid to: NYS Ag. & Markets for spay/neuter program				54.00
Amount paid to: NYS Environmental Conservation				3,149.78
Amount paid to: State Health Dept. for Marriage Licenses				67.50
<b>Total State, County &amp; Local Revenues:</b>		<b>\$9,094.21</b>	<b>Total Non-Local Revenues: \$3,271.28</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

9-3-25