



TOWN OF STILLWATER

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

Town Board Meeting Minutes November 6, 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 D'Ambro to adopt the minutes of October 2, 2025 2025.

Motion carried.

Agenda Items Public Hearings & Resolutions: 64-71 of 2025

Public Hearing -2026 Budget

The Town Board held a public hearing for the 2026 budget, which was developed through a multi-step process including review by a newly established finance committee. The budget process included the supervisor's tentative budget, a workshop, preliminary budget, and finally the adoption of the official budget. A key highlight is that the 2026 budget includes zero tax increase for residents. The board noted that the finance committee, which includes the supervisor, Councilmember D'Ambro, the finance officer, and the tax collector, helped improve the budget development process.

Board members expressed a desire for more resident participation in budget workshops to address questions earlier in the process.

No specific questions were raised during the public hearing for the budget.

Public Hearing closed.

Public Hearing- Animal Protection Public Hearing and Local Law

The board held a public hearing on a new animal protection local law that addresses both household pets and domestic animals. The law was created to mirror similar legislation passed at the state and county levels, with a focus on establishing minimum fines to ensure effective enforcement. The law specifically addresses animals left in vehicles during extreme temperatures (above 80°F or below 32°F).

Board members emphasized that establishing minimum fines was necessary because without them, judges could impose no penalty at all, rendering enforcement ineffective.

Public Input

Question: Was the amount of fine decided for violations?

Answer: Different levels of fines were established depending on the violation, with first

offenses at \$250-\$500, second offenses at \$500-\$1,000 or \$1,500, and the possibility of 15 days in jail.

No more questions or concerns on public hearing.

Public Hearing closed.

Resolution No. 64

A Resolution Adopting Local Law 3 of 2025, A Local Law Amending the Stillwater Town Code Regarding Animals Left in Vehicles and Animal Cruelty

Introduced by: Supervisor Kinowski

WHEREAS, the Town Board of the Town of Stillwater has determined that it is in the best interest of the health, safety, and welfare of the residents of the Town, as well as the protection of animals within the Town, to adopt a local law addressing the leaving of animals in vehicles under conditions that endanger their health or safety, and to clarify and strengthen prohibitions on acts of cruelty to animals; and

WHEREAS, a public hearing and a new local law are required to enact regulations to regulate addressing the leaving of animals in vehicles under conditions that endanger their health or safety, and to clarify and strengthen prohibitions on acts of cruelty to animals in the Town in the future; and

WHEREAS, a public hearing was held on November 6, 2025, to consider comments from the public regarding the proposed local law.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of the Town of Stillwater hereby adopts Local Law No. 3 of 2025, entitled “A Local Law Regulating Animals Left in Vehicles and Prohibiting Acts of Animal Cruelty”; and be it further

RESOLVED, that the Town Clerk is hereby directed to file said Local Law with the Secretary of State in accordance with the requirements of the Municipal Home Rule Law of the State of New York.

A motion by Councilmember D’Ambro, seconded by Councilmember Weaver, to adopt Resolution No. 64 of 2025.

A roll call vote was taken on Resolution No. 64 of 2025 as follows:

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

Resolution No. 64 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted November 6, 2025.

Resolution No. 65

Resolution Regarding 2025 Budget Adjustments and Transfers

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

SW-2141	Metered Sales Dist. 3	Increase budget	8500.00
SW-8320.463	Water Source Oper & Maint	Increase budget	8500.00
A-1410.2	Town Clerk Equipment	Transfer	-500.00
A-1410.4	Town Clerk Contractual	Transfer	500.00
B-9950.9	Transfer to capital projects PSC EMS	Increase budget	56730.31
B-599	Fund Balance reserve EMS	Increase budget	56730.31
A 1345.4	Grant Writing, contractual	To cover grant writer payroll	-2,060.00
B 7140.2	Parks	To cover new tractor for Beach	42,426.48
B-599	Fund Balance Pks & Rec	To cover new tractor for Beach	42,426.48
B 3620.4	Code Enforcement Contractual	Budget Transfer	5,000.00
B-9060.8	Hospitalization	Budget Transfer	-4200.00
B-3620.2	Code Enforcement, Equipment	Budget Transfer	-800.00
B 7140.4681	Blockhouse Park	Budget transfer	1,000.00
B 7510.4	Historian Contractual	Budget transfer	-500.00
B-7510.2	Historian Equipment	Budget transfer	-500.00
DB-1989.4	Engineering Contractual	Budget transfer	1,000.00
DB-5110.4	Maintenance of Roads contractual	Budget transfer	-1000.00
DB-3501	Consolidated High Aid chips	Adjustment	40,000.00
DB-5112.2	Permanent Improvement	Adjustment	40,000.00
SW-2147	Metered Sales Dist. 6	Increase in budget	40,000.00
SW—8310.106	District # 6 Salaries	Increase in budget	10,000.00
SW-8320.466	Water Source Operation	Increase in budget	30,000.00

Resolution No. 66
A Resolution Adopting the Final Budget for 2026

Introduced by: Supervisor Kinowski

WHEREAS, the Town Board proposed its Preliminary 2026 Budget at a Public Workshop in October 2025 and at a Public Hearing on November 6, 2025, where the Budget was reviewed and comments from the public were solicited.

NOW, THEREFORE BE IT

RESOLVED, that the Preliminary Budget, a copy of which is on file at both the Supervisor's office and the Town Clerk's office, shall be deemed to be the Final 2026 Budget and is hereby approved.

A motion by Councilmember D'Ambro, seconded by Councilmember Weaver, to adopt Resolution No. 66 of 2025.

A roll call was taken on Resolution No. 66 of 2025 as follows:

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

Resolution No. 66 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on November 6, 2025.

Resolution No. 67

Resolution re Agreement with Saratoga County for Senior Van Grant Resolution re Labella EA #22 for WQIP Grant Administration

Introduced by: Supervisor Kinowski

WHEREAS upon the Supervisor's request, LaBella Associates presented the Town with 2025 Engagement Agreement #22, a copy of which is attached hereto, to authorize professional services regarding WQIP Grant Administration – DEC Contract #T02790GM - for "additional engineering services" as needed and directed by the Town, including the provision of grant administration services; and

WHEREAS the professional services will be provided on a Lump Sum basis at a total cost of \$2,500.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board hereby authorizes the Supervisor's signature on the attached 2025 Engagement Agreement #22 with LaBella Associates to provide professional services related to WQIP Grant Administration – DEC Contract #T02790GM - for "additional engineering services" as needed and directed by the Town, the provision of grant administration services.

A motion by Councilmember D'Ambro, seconded by Councilmember Weaver, to adopt Resolution No. 67 of 2025.

A roll call was taken on Resolution No. 67 of 2025 as follows:

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

Resolution No. 67 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on November 6, 2025.

Resolution No. 68

A Resolution Authorizing the Supervisor's Signature on LaBella Engineering 2025 Engagement Agreement #23 Regarding an Amended Map Plan and Report for Water District #7

Introduced by: Supervisor Kinowski

WHEREAS upon the Supervisor's request, LaBella Associates presented the Town with 2025 Engagement Agreement #23, a copy of which is attached hereto, to authorize "additional engineering services" as needed and directed by the Town, including the provision of an amended Map, Plan and Report for Water District #7; and

WHEREAS the estimated cost of the professional services to be provided is \$4,150.00, to be billed on a Time and Material basis with an estimated billing limit/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 #23 with LaBella Associates to provide professional services related to the preparation of an amended Map, Plan and Report for Water District #7.

A motion by Councilmember D'Ambro, seconded by Councilmember Weaver, to adopt Resolution No. 68 of 2025.

A roll call was taken on Resolution No. 68 of 2025 as follows:

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

Resolution No. 68 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on November 6, 2025.

Resolution No. 69

Resolution to Set Public Hearing to Amend Kings Isle PDD

Introduced by: Supervisor Kinowski

WHEREAS, Senior Planner Lindsay Buck has recommended that the Town Board consider amending the Kings Isle PDD to correct the approved number of units in Phase 5 from 123 to 124 units; and

WHEREAS, a Public Hearing is required for discussing and taking public input on the proposed amendment.

NOW, THEREFORE, BE IT

RESOLVED, that a public hearing is hereby scheduled for December 4, 2025 at 7:00 p.m. at Town Hall, 881 Hudson Avenue, Stillwater, New York, to receive comments from the public regarding amending Kings Isle PDD; and be it further

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

A motion by Councilmember D'Ambro, seconded by Councilmember Weaver, to adopt Resolution No. 69 of 2025.

A roll call was taken on Resolution No. 69 of 2025 as follows:

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

Resolution No. 69 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on November 6, 2025.

Resolution No. 70

A Resolution Regarding an Agreement with Saratoga County for a Senior Van Grant

Introduced by: Supervisor Kinowski

WHEREAS, an Agreement, by and between the County of Saratoga and the Town of Stillwater, for purchasing a senior van, provides that the County will provide funding assistance in the form of a one-time grant in the amount of \$30,000 to be applied toward the cost of purchasing the vehicle; and

WHEREAS, the Town is purchasing the senior van for transporting its senior citizens to and from medical appointments, shopping, and other pertinent errands as needed.

NOW, THEREFORE, BE IT

RESOLVED, that the Supervisor is authorized to sign the Agreement with Saratoga County regarding a \$30,000 grant for the purchase of the senior van intended for transporting its senior citizens.

A motion by Councilmember D'Ambro, seconded by Councilmember Weaver, to adopt Resolution No. 70 of 2025.

A roll call vote was taken on Resolution No. 70 of 2025 as follows:

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

Resolution No. 70 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on November 6, 2025.

Resolution No. 71

Resolution Approving Agreement with UPSEU for 2026

Introduced by: Supervisor Kinowski

WHEREAS, a Memorandum of Agreement (MOA), by and between the United Public Service Employees Union (UPSEU) and the Town of Stillwater, amending and renewing the existing Collective Bargaining Agreement (CBA), which expires on December 31, 2025, is proposed for the period January 1, 2026 through December 31, 2026; and

WHEREAS, the MOA provides for increases in pay rates under certain conditions, as described in the attachment hereto.

NOW, THEREFORE, BE IT

RESOLVED, that the Supervisor is authorized to sign the attached Memorandum of Agreement with the United Public Service Employees Union for 2026.

A motion by Councilmember D'Ambro, seconded by Councilmember Weaver, to adopt Resolution No. 71 of 2025.

A roll call vote was taken on Resolution No. 71 of 2025 as follows:

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

Resolution No. 71 of 2025 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on November 6, 2025.

Other Business

Supervisor Kinowski

- The Town of Stillwater approved a 2026 budget with zero tax increase
- A new animal protection local law was adopted with minimum fines to ensure enforcement
- The town received a \$30,000 grant for a senior van to transport elderly residents

- Several engineering agreements were authorized for water district improvements and grant administration
- A public hearing was scheduled for December 4th, 2025, regarding amendments to the Kings Isle Planned Development District
- The supervisor mentioned that residents with unwanted bicycles should contact the town hall rather than discarding them, as there are three local organizations looking for bikes and parts to refurbish and provide to those in need.

Councilmember Weaver

The town conducted a successful county-wide cleanup event with 192 vehicles participating and \$3,410 collected in fees. The total cost to the town was approximately \$7,000.00, representing the town's investment in this service for residents. Board members noted the large volume of furniture and mattresses collected and emphasized that the service helps prevent illegal dumping.

Councilmember Vomacka

A notable accomplishment is the completion of a new roof on the blockhouse, which was described as beautiful and durable.

Highway Superintendent Doughty

The highway department will participate in the Mechanicville Christmas Veterans Parade on November 15th with a Town Dump Truck.

Town Clerk Cowin

The town float that has been prepared with a new weather canopy assembled by Fred's Tents. The town is participating with the village on a winter festival scheduled for December 6th, which will include breakfast with Santa and a craft fair at the community center, a live nativity scene at Stillwater United Church, horse and carriage rides, magic show at the library, and Christmas tree lighting ceremonies at both Cannon Park and the Block House Park.

The October 16th Town Board Meeting was cancelled so the Board and others can attend the Mechanicville/Stillwater Chamber of Commerce Economic Summit that is held yearly.

Public Input

Question: What's being built on the cleared property of the old trailer park near black iron train bridge going south to Mechanicville.

Answer: While the property has been purchased and cleared, no specific development plans have been submitted to the board yet. The proximity to railroad tracks may be a factor in determining future use.

Audited Claims

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

General	\$ 13866.81
Town Outside	\$ 23034.96
Highway	\$ 169040.45
Water	\$ 2036.80

Pre-Paid July-September 2025

General A	\$340313.24
General B	\$95837.95
Highway	\$134383.75
Capital Projects	\$ 13919.77
Lighting	\$ 5065.00
Water/Sewer	\$ 153436.23
Trust & Agency Fund	\$ 95276.83

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 and litigation.
Meeting Adjourned at 7:30 pm.

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

Respectfully submitted by,

Danielle Cowin, Town Clerk

11/10/2025

**Town Clerk Monthly Report Monthly Report
October 01, 2025 - October 31, 2025**

Page 1

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Conservation	Conservation	12	42.42
	Marr. Lic.	Marriage Licensing Fees	1	17.50
	MISC. FEES	Marriage Trans.	8	80.00
			Sub-Total:	\$139.92
A2544	Dog Licensing	Exempt Dogs	1	0.00
		Female, Spayed	13	65.00
		Female, Unspayed	3	30.00
		Male, Neutered	18	90.00
		Male, Unneutered	5	50.00
		Replacement Tags	2	6.00
	senior discount	senior discount	5	-12.50
			Sub-Total:	\$228.50
A2770	Misc Fees	Foil Requests	4	17.25
B 2115	PLAN & ZONE	Subdivision Fees	1	900.00
B 2555	PERMIT FEES	Building Permits	36	17,667.10
B1255	MISC. FEES	Birth Certificates	1	10.00
		Death Transcripts	25	280.00
			Sub-Total:	\$290.00
B2110	PLAN & ZONE	Variance	2	600.00
B2115	PLAN & ZONE	Planned Dev. Dist.	1	1,500.00
B2555	PERMIT FEES	Signs	1	108.00
		Permits	1	100.00
		Septic	2	300.00
			Sub-Total:	\$508.00
Total Local Shares Remitted:				\$21,850.77
Amount paid to:	NYS Ag. & Markets for spay/neuter program			55.00
Amount paid to:	NYS Environmental Conservation			712.58
Amount paid to:	State Health Dept. for Marriage Licenses			22.50
Total State, County & Local Revenues:				\$22,640.85
Total Non-Local Revenues:				\$790.08

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.

[Signature] 10 Nov 25 *[Signature]* 11-10-25
Supervisor Date Town Clerk Date