



# TOWN OF STILLWATER

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

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## Town Board Meeting Minutes March 5, 2026 - 7:00 PM at Stillwater Town Hall

**Present:** Supervisor Ed Kinowski  
Councilmember Ellen Vomacka  
Councilmember Chris D'Ambro  
Councilmember Jennifer Weaver  
Councilmember Williams  
Ryan Pezzulo, Esq.

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

**Absent/Excused:** John Nett, Police Commissioner and James Trainor, Attorney for the Town

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 February 19, 2026.

### **Motion carried.**

### **Agenda Items**

#### **PUBLIC HEARINGS/LOCAL LAWS**

Improvements to WD#6 and Extensions 1 through 4- Remain Open for further discussion

Resolutions: Note: Tabled Resolutions (#5 of 2026 – Pending Contract Renewal)

### **Public Hearing**

Joe Lanaro from LaBella Associates, reported on the amended plan and report from original public hearing on January 22, 2026 (remained open) regarding the town engineer's plan and report for operational performance improvements on water District #6 and WD #6 ext. # 1-4.

The town is planning three significant water infrastructure projects to address ongoing issues with water pressure, circulation, and aging infrastructure. The first project involves installing a jockey pump system near the existing water supply building adjacent to the Saratoga County water tank. This pump will help maintain proper water levels in the town's tank, ensuring consistent pressure throughout the system. The second project is a circulation improvement, adding approximately 4,500 feet of new 10-inch water main on Graves Road to create a

hydraulic loop that will improve water quality and pressure reliability. The third project, which was added to the amended plan and report, is Phase 3 of the water line replacement in the Riverside area, replacing aging asbestos cement pipes with new 8-inch PVC pipes along Route 4 and associated side streets. This replacement will reduce water main breaks and improve system reliability. Joe presented visual aids showing the project locations and explained that the town's consolidated water district serves 1,267 parcels with a total of 2,452 EDUs (Equivalent Dwelling Units).

Supervisor Kinowski shared the funding strategy for these projects involves short-term financing through bond anticipation notes (BANs) for planning, engineering, and construction, followed by conversion to long-term financing once final costs are determined. The town will need to borrow approximately \$2.8 million for the Phase 3 project initially, even though they expect to receive federal funding, because the EPA money comes as reimbursement after project completion. The estimated annual debt service for all three projects combined would be approximately \$384,000. When broken down per EDU, this translates to an increase of about \$157 per year per household, bringing the total annual water cost to \$727.23. This amount remains below the state threshold of \$1,213 that would require comptroller approval.

The board discussed the timing of the projects, with the supply project likely to move forward first, followed by the circulation project, while the Phase 3 replacement project may lag by about a year due to the additional requirements associated with federal funding. The town's Finance Committee will be looking at options for combining this borrowing with other upcoming bond renewals to potentially secure better interest rates.

The circulation project will require easements from approximately 19 property owners along Graves Road. Joe explained that since these are user roads where property owners technically own to the center of the road, easements are needed for utilities even though the town has the right to use the road for transportation purposes. The town plans to offer water service connections as compensation for these easements, installing water services from the main to the property line with curb stops. This approach has been successful in past projects, with property owners accepting water service in exchange for granting easements. However, if any property owners refuse, the town has the option to proceed through the Eminent Domain Procedure Law (EDPL), which would require a separate public hearing and potentially monetary compensation instead of water service. The easements would be 50 feet wide and would run with the land, transferring to future property owners if the parcels are sold.

The water supply and circulation projects are being processed as unlisted actions under the State Environmental Quality Review Act (SEQR), requiring environmental assessment forms and a determination of significance. The Phase 3 water line replacement project qualifies as a Type 2 action under SEQR as an in-kind replacement of existing utility infrastructure, requiring no additional SEQR coordination. However, because the Phase 3 project will receive federal funding through the EPA, it will require a separate, more extensive environmental review under the National Environmental Policy Act (NEPA). This additional review process

is one reason why the Phase 3 project is expected to take longer to implement than the other two projects. Councilmember: The useful life of these water lines is... does it stretch out over the 30 years?

Joe: Absolutely. And the pumps themselves can last 30 years with proper maintenance, though some parts will wear out. The water lines in both water districts are already 100 years old.

Councilmember: The \$1,762,000 for Phase 3, is that before or after proceeds that we get from that grant?

Joe: That's after. The project is actually \$2.8 million. That's the funding gap.

Councilmember D'Ambro questioned the useful life of these water lines is... does it stretch out over the 30 years?

Joe replied, "Absolutely. And the pumps themselves can last 30 years with proper maintenance, though some parts will wear out. The water lines in both water districts are already 100 years old."

Councilmember D'Ambro also questioned, "the \$1,762,000 for Phase 3, is that before or after proceeds that we get from that grant?"

Joe replied, "That's after. The project is actually \$2.8 million. That's the funding gap."

Supervisor Kinowski questioned, "How much are you putting on there for contingency?"

Joe replied, each project has a 20% contingency in it, and it's all based upon prevailing wage numbers.

Councilmember D'Ambro questioned, "what do we have in our fund budget for the Water District? How much excess funds do we have there?"

Supervisor Kinowski replied, "We don't collect money to do that level of a project. The capital reserve that you build up with your water rates isn't enough for these major projects."

Councilmember Weaver questioned, "what's the language like for the easement exchange for the property owners? Does that flow with the deed, or is that just for the current owners?"

Joe replied, "when you put the water line in, you put a water service to it with a curb stop. The value of that water service is what is offered in exchange for the easement. The easement runs with the land, so if these people sell, the easement for the town's water stays with the deed.

Councilmember Weaver also questioned, "So if they don't give the easement, they don't get the water service?"

Joe replied, "Correct. If they don't want to give the easement voluntarily, we're not going to put a water service in. We'll have to get an appraisal done and pay them for the easement through the EDPL process. Then in the future, if they want water to that property, they'll have to pay to put that in themselves.

The board decided to close the public hearing (7:45pm) but defer formal action on the SEQR determination and acceptance of the amended plan and report until their March 19th meeting. Once approved, the plan will be subject to a 30-day permissive referendum period, after which the town can proceed with financing and implementation.

### **Resolution No. 18:**

A Resolution Adopting Amendments to the Town Personnel Manual Regarding Health Insurance

WHEREAS, the Supervisor recommends three changes to the current Health Insurance methods used for our employees and elected officials, as specified herein; and

WHEREAS, the Town has been applying the 15% and 85% rule, but no one is in the higher percentage category and this is congruent with the Town's CSEA Union contract; and

WHEREAS, the health insurance benefits adopted via Resolution #18 of 2020 did not take into consideration the incumbents occupying our Town Justice and Chief of Police positions, who may work less hours than other elected officials but are nonetheless deserving of health benefits if they achieve 10 years or more of service, even though their percentage of premium is higher due to the fewer average hours they work.

NOW, THEREFORE, BE IT

RESOLVED, that the Town of Stillwater Personnel Manual is hereby amended as follows:

1. On Page 48: Health Insurance Premium Payment Agreements, 2nd indent – “Coverage for employees working 35 hours or more per week (~~Delete: “and hired prior to 1 April 2013”~~), will be employee paying 15% and town paying 85% for both single and family”.

2. On Page 48: Health Insurance Premium Payment Agreements, 3rd indent – Delete entire paragraph.

3. On Page 48: Health Insurance Premium Payment Agreements - Resolution #18 of 2020 added the following paragraph:

“Coverage for the Appointed incumbent of the Chief of Police position/commissioner of Police or elected officials not working full time, but work a minimum average of 20 hours per week per year; and elected officials and Chief of Police must have a minimum of 10 years of service combining any Town or Village service; and the Chief of Police must also remain as Chief for a minimum of 2 years; and the incumbents must pay a 20% portion of the annual cost ; and these said Town Officers once they reach age 65 will revert to the Standard Federally provided Medicare insurance but offered a supplemental that will be paid for by the Town”.

Replace the above paragraph with:

“Coverage for the appointed incumbent of the Chief of Police position or elected officials not working full time, but work a minimum average of 15 or 20 hours per week per year and elected officials and Chief of Police must have a minimum of 10 years of service combining any Village and Town service; and the Chief of Police must also remain a minimum of 2 years; and the incumbents of said positions must pay 25% of annual premiums if works for 15 average hours per week per year and 20% of annual premiums if works 20 hours per week per year; and these said Town Officers once they reach age 65 will revert to the standard Federally provided Medicare insurance but offered a supplemental that will be paid by the Town”.

A motion by Councilmember D'Ambro, seconded by Councilmember Weaver, to adopt Resolution No. 18 of 2026.

A roll call vote was taken on Resolution No. 18 of 2026 as follows:

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

Resolution No. 18 of 2026 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on March 5, 2026.

**Resolution No. 19:** A Resolution for Budget Adjustments

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

BUDGET ADJUSTMENTS/ TRANSFERS	2026		
B-7140.2	Parks Contractual	Stillwater Trap club see motion in board meeting 02/20/26	1,000.00
B-599	Fund Balance Pks & Rec reserve	Stillwater Trap Club see motion in board meeting 02/20/26	1,000.00
A1315.2	Fiscal Equipment	Transfer (Desk)	3000.00
A1315.4	Fiscal Contract	Transfer	-3000.00

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 Weaver, to adopt Resolution No. 19 of 2026.

A roll call was taken on Resolution No. 19 of 2026 as follows:

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

Resolution No. 19 of 2026 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on March 5, 2026.

Motion to dispense with reading of Resolutions

Motion by Councilmember D’Ambro seconded by Councilmember Vomacka

**Resolution No. 5**

A Resolution Authorizing the Supervisor to Sign an Ambulance Service Agreement for 2026-2028

Resolution No. 5 of 2026 was UN-TABLED from the meeting of the Town Board of the Town of Stillwater duly conducted on January 22, 2026 and now adopted on March 5, 2026.

WHEREAS, Malta-Stillwater EMS and the Town have negotiated an Agreement for Ambulance Service for the period 2026 through 2028; and

WHEREAS, the proposed Agreement is attached hereto; and

WHEREAS, Resolution No. 5 of 2026 was tabled at the January 22, 2026 Town Board Meeting; and

WHEREAS, a motion was made on March 5, 2026 by Councilmember D'Ambro, seconded by Councilmember Weaver, to restore Resolution 5 of 2026 to the table for approval.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board hereby approves the proposed Ambulance Service Agreement with the Malta-Stillwater EMS for 2026 through 2028.

A roll call vote was taken to approve No. 5 of 2026 as follows:

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

Resolution No. 5 of 2026 was approved at a meeting of the Town Board of the Town of Stillwater duly conducted on March 19, 2026.

**Motion to** discuss Resolutions

Motion by Councilmember D'Ambro seconded by Councilmember Weaver.

No discussion needed

**Other Business**

**Supervisor Kinowski** shared the Global Foundry grant application information is now available and is on the Town Website.

Ethics Committee is in progress with developing a committee.

The Ambulance Contract has been signed and is effective.

Congratulated Danielle Cowin for receiving certification as an RMC- Registered Municipal Clerk for the State of New York from NYSTCA (New York State Town Clerks association)

**Councilmember Williams** questioned email sent out from Building Dept. about going paperless.

Supervisor Kinowski replied that this will not affect the Town Board.

**Councilmember Vomacka** mentioned she received a letter to the Board asking to be on the Ethics Committee.

Board will discuss in Executive Session.

**Highway Superintendent Billy Doughty**, shared a very old piece of equipment along with a new piece to show the difference in age and material and why the water main breaks are continuing.

Billy spend the day yesterday in Albany advocating with other Highway superintendents.

**Clerk Cowin** shared the Yellow Ribbon Donation Drive information that was shared with us. A box and an email will be sent out to town employees to participate (optional).

**Councilmember Weaver** thanked the Highway Dept. for their excellent plowing services for the town.

**Public Input**- None

**Audited Claims**

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

General	\$ 19901.71
Town Outside	\$ 24510.23
Highway	\$ 18436.25
Water	<u>\$ 5504.94</u>
	\$ 68356.13

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

**Motion carried.**

**Motion** by Councilmember D'Ambro and seconded by Councilmember Weaver to adjourn into executive session to discuss

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

The Town Board went into Executive Session at 8:20pm.

Respectfully submitted by,

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Danielle Cowin, Town Clerk

Town Clerk Monthly Report Monthly Report  
February 01, 2026 - February 28, 2026

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Conservation MISC. FEES	Conservation	1	0.28
		Marriage Trans.	1	10.00
		<b>Sub-Total:</b>		<b>\$10.28</b>
A2544	Dog Licensing	Exempt Dogs	1	0.00
		Female, Spayed	27	135.00
		Female, Unspayed	1	10.00
		Male, Neutered	21	105.00
		Male, Unneutered	4	40.00
		senior discount	5	-12.50
	<b>Sub-Total:</b>		<b>\$277.50</b>	
A2770	Misc Fees	Foil Requests	1	4.75
		<b>Sub-Total:</b>		<b>\$4.75</b>
B 2555	PERMIT FEES	Building Permits	14	5,115.70
		<b>Sub-Total:</b>		<b>\$5,115.70</b>
B1255	MISC. FEES	Death Transcripts	20	200.00
		<b>Sub-Total:</b>		<b>\$200.00</b>
B2115	PLAN & ZONE	Site Plan Review	1	500.00
		<b>Sub-Total:</b>		<b>\$500.00</b>
...555	PERMIT FEES	Peddler	1	100.00
		<b>Sub-Total:</b>		<b>\$100.00</b>

**Total Local Shares Remitted: \$6,208.23**

Amount paid to: NYS Ag. & Markets for spay/neuter program 63.00

Amount paid to: NYS Environmental Conservation 4.72

**Total State, County & Local Revenues: \$6,275.95**

**Total Non-Local Revenues: \$67.72**

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.

*Edward J. Kormanik*  
Supervisor Date

*Danielle Cowin* 3-2-26  
Town Clerk Date