



TOWN OF STILLWATER

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

Town Board Meeting Minutes August 20, 2026 - 7:00 PM at Stillwater Town Hall

Present: Supervisor Ed Kinowski
Councilmember Ellen Vomacka
Councilmember Chris D'Ambro
Councilmember Jennifer Weaver
Councilmember Williams

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: NA

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 Williams and seconded by Councilmember Vomacka to adopt the minutes of July 16, 2026.

Motion carried.

Agenda Items Public Hearing Spectrum Franchise Agreement & Resolutions
No. 61, 63, 64, and 65

Public Hearing-

The board opened and closed a public hearing on the Spectrum franchise agreement. The key change in the agreement is an increase in the franchise fee rate from 3% to 5%, bringing Stillwater in line with other Saratoga County municipalities. Supervisor Kinowski noted that this increase had been delayed previously due to concerns about the financial impact on individual homeowners, as a portion of the increased franchise costs may be passed on to residents. The board also addressed a prior settlement with Spectrum as context for the agreement moving forward. The Spectrum franchise agreement public hearing was held and closed; Resolution 61 was taken off the table and included in the evening's vote

Resolutions

Motion to dispense with reading of Resolutions

Motion by Councilmember D'Ambro seconded by Councilmember Williams

Resolution 63 (Planning Board appointment) was tabled to allow time to develop a proper candidate selection policy before the next meeting

Resolution 64 established a public hearing under the Eminent Domain Procedure Law (EDPL) for the Water District 6 improvement project, scheduled for September 17th at 6:00 PM. The hearing will allow the public to comment on the need, location, and environmental impact of proposed property acquisitions. The town's attorneys, Traynor, Pezzulo, and DeSanto, were authorized to pursue acquisition through the EDPL process. Required notices are to be published five times in the Daily Gazette and twice in the Express, and certified mail notices are to be sent to individual property owners at least 10 but no more than 30 days before the hearing.

Question: Is the Water District 6 EDPL process likely to be contentious given that property lines extend to the center of the road?

Answer: The work is expected to remain within the existing road right-of-way, meaning no additional private property will be encumbered. However, some residents may not understand that their property lines technically extend to the road centerline, which could create perceived concerns that will need to be managed through clear public communication.

Resolution No. 61 of 2026

A Resolution Authorizing the Supervisor's Signature on Spectrum Franchise Agreement

Introduced by: Supervisor

WHEREAS, an application has been duly made to the Board of the **Town of Stillwater, County of Saratoga**, New York, by **Spectrum Northeast, LLC**, an indirect subsidiary of Charter Communications, Inc. ("Charter"), a limited liability company organized and existing in good standing under the laws of State of Delaware doing business at 2604 Seneca Avenue, Niagara Falls, NY 14305, for the approval of a renewal agreement for Charter's cable television franchise for Fifteen (15) years commencing with the date of approval by the Public Service Commission; and

WHEREAS, the franchise renewal agreement would bring the franchise into conformity with certain provisions of the Federal Cable Communications Policy Act of 1984, as amended, and certain court rulings; and

WHEREAS, a public hearing was not held in the Town of Stillwater, New York on July 16, 2026 at 7:00 P.M. as notice of the hearing was not yet published in the Town's official newspaper at least ten (10) days prior to the public hearing; and

WHEREAS, a public hearing was held on August 20, 2026 at 7:00 pm at Town Hall.

NOW, THEREFORE, the Board of the Town of Stillwater finds that:

1. Spectrum Northeast, LLC has substantially complied with the material terms and conditions of its existing franchise and with applicable law; and

2. Spectrum Northeast, LLC has the financial, legal and technical ability to provide these services, facilities and equipment as set forth in its proposal attached; and
3. Spectrum Northeast, LLC can reasonably meet the future cable-related community needs and interests, taking into account the cost of meeting such needs and interests.

BE IT FURTHER RESOLVED that the Board of the **Town of Stillwater** hereby grants the cable television franchise of Spectrum Northeast, LLC and the **Town of Stillwater** for fifteen (15) years commencing with the date of approval by the Public Service Commission and expiring fifteen (15) years hence.

BE IT FURTHER RESOLVED that the Board of the **Town of Stillwater** hereby confirms acceptance of this franchise renewal agreement.

A motion by Councilmember Vomacka, seconded by Councilmember D'Ambro, to TABLE Resolution No. 61 of 2026, which was approved by a vote of 4-0.

Resolution No. 61 of 2026 was **TABLED** at a meeting of the Town Board of the Town of Stillwater duly conducted on July 16, 2026.

BE IT FURTHER RESOLVED that on August 20, 2026 a motion was made by Councilmember D'Ambro to restore Resolution 61 of 2026 to the table, seconded by Councilmember Weaver, which was carried.

BE IT FURTHER RESOLVED that a motion was made by Councilmember D'Ambro, seconded by Councilmember Weaver, to approve Resolution No. 61 and grant the cable television franchise to Spectrum Northeast LLC as detailed above, as follows:

A roll call vote was taken to approve Resolution No. 61 of 2026 as follows:

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

Resolution No. 63

A Resolution Appointing New Member to the Town Planning Board

Introduced by: The Town Board

WHEREAS the Town Planning Board consists of 7 members and 2 alternates, and Member Mary Beth Reilly recently resigned due to a relocation, necessitating a replacement; and

WHEREAS the Town Board has considered the qualifications of three (3) candidates and the recommendations of several people and groups familiar with the requirements of serving on the Town Planning Board.

NOW THEREFORE, BE IT

RESOLVED, the Town Board hereby appoints _____
as the newest Member to the Town Planning Board to fill the unexpired term of Mary Beth Reilly
through 12/31/31.

A motion was made by Councilmember Weaver, seconded by Councilmember D'Ambro, to
TABLE Resolution No.63 of 2026, and a roll call was taken to TABLE Resolution No. 63 of
2026 as follows:

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

Resolution No. 63 of 2026 was TABLED at a meeting of the Town Board of the Town of
Stillwater duly conducted on August 20, 2026.

Resolution No. 64

A Resolution Setting the EDPL Public Hearing Regarding the Water District 6
Improvement Project

WHEREAS, Article 2 of the New York State Eminent Domain Procedure Law requires that a
Public Hearing be held to consider the acquisition of certain real property along Graves Road,
County Route 75, George Thompson Road and Elmore Robinson Road as part of the Water
District 6 and Extensions 1 through 4 Improvement Project; and

WHEREAS, the purpose of the hearing will be to inform the public, to determine and consider
the need and location of the proposed acquisitions, to review the public use to be served, and to
assess the impact of the acquisitions on the environment and the residents prior to acquisition of
those properties; and

WHEREAS, the proposed acquisition maps and design report are available for public inspection
at the Town Clerk's Office during regular business hours and will be presented in detail at the
Public Hearing.

NOW, THEREFORE, BE IT

RESOLVED, that a public hearing be scheduled for Thursday, September 17, 2026 at 6:00 p.m.
at the Stillwater Town Hall located at 881 Hudson Avenue, Town of Stillwater, New York, to
inform the public, determine and consider the need and location of the proposed acquisitions, to
review the public use to be served, and to assess the impact of the acquisitions on the
environment and the residents prior to acquisition of those properties; and be it further

RESOLVED, that all persons having an interest in the acquisitions are to be invited to attend the
hearing or give oral or written statements and to submit other documents concerning the
proposed acquisition that evening; and be it further

RESOLVED, that the Attorneys for the Town, Trainor, Pezzulo & DeSanto PLLC, are hereby authorized to pursue acquisition of the parcels listed in the attachment thereto through the Eminent Domain Procedure Law; and be it further

RESOLVED, that the Town Clerk is to publish 5 times in the Daily Gazette and twice in the Express, the Notice required by the Eminent Domain Procedure Law (“EDPL”) for the hearing, at least 10 days, but no more than 30 days, in advance of the hearing; and be it further

RESOLVED, that the Town Clerk is to mail the Notice required by the EDPL to each of the individual property owners by certified mail, return receipt requested, at least 10 days, but no more than 30 days, in advance of the hearing.

A motion was made by Councilmember D’Ambro, seconded by Councilmember Weaver, to approve Resolution No.64 of 2026, and a roll call was taken to approve Resolution No. 64 of 2026 as follows:

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

Resolution No. 64 of 2026 was approved at a meeting of the Town Board of the Town of Stillwater duly conducted on August 20, 2026.

Resolution No. 65

A Resolution Authorizing Budget Transfers and Adjustments

WHEREAS, the Town’s Director of Fiscal Management has recommended that the following budget transfers and adjustment be accomplished:

BUDGET ADJUSTMENTS/ TRANSFERS	2026		
A-1680-4	Central Data Processing	Budget increase	21,000.00
A-599	Fund Balance	Budget increase	21,000.00
A1315-2	Fiscal Management Contractual	Transfer	-250.00
A1320-4	Auditor Contractual	Transfer	250.00

A motion by Councilmember D’Ambro, seconded by Councilmember Weaver, to adopt Resolution No. 65 of 2026.

A roll call was taken on Resolution No. 65 of 2026 as follows:

Supervisor Kinowski	YES
Councilmember Vomacka	YES

Councilmember D'Ambro	YES
Councilmember Weaver	YES
Councilmember Williams	YES

Resolution No. 65 of 2026 was adopted at a meeting of the Town Board of the Town of Stillwater duly conducted on August 20, 2026.

Other Business-

Planning Board Appointment Process

Resolution 63, which would have appointed a new member to the Town Planning Board to fill an unexpired term through December 31st, was tabled to allow the board to first develop a formal candidate selection policy. Supervisor Kinowski acknowledged receiving helpful procedural information from Jen and expressed appreciation, but indicated that the process for final selection needed to be clearly defined before proceeding.

The board engaged in a substantive discussion about how to structure the appointment process going forward. Key points included: all board members should have equal access to submitted resumes; the Town Clerk should retain resumes as the records officer; personal identifying information on resumes should be protected consistent with FOIL redaction practices; and the planning board's recommendations should be considered alongside the town board's independent judgment.

A distinction was drawn between codifying the process as a town law versus establishing it as an internal policy. The consensus was that a board-approved policy referencing the applicable New York State Town Law would provide the necessary structure while remaining flexible enough to adapt over time. It was also noted that the policy should defer operational details to a separate procedure document, allowing procedures to be updated without requiring policy changes.

The board also discussed the possibility of appointing up to two or three adjunct members to the planning board to ensure continuity, particularly given that current member Tim Scrom remains on the board but has been seriously ill and has not formally stepped down. The final appointment decision and candidate selection will be discussed further during executive session and addressed at the next board meeting.

Councilmember Williams questioned; the fact that planning board members are appointed rather than elected change the process for how the town board reviews candidates? Supervisor Kinowski answered: The town board retains final appointment authority. While the planning board may recommend candidates, the town board reviews all submissions and makes the final decision. The goal is to ensure all board members have access to the same candidate information and that the process is transparent to town residents.

Councilmember Weaver questioned: Should resumes be held for a fixed period of time? The board discussed holding resumes for the duration of a vacancy period rather than a fixed

calendar year, with the Town Clerk stamping and retaining documents and notifying submitters of the retention period. FOIL requests for candidate information would be handled with appropriate redaction of personal details such as phone numbers and identifying information.

Supervisor Kinowski

Veterans Exemption Law: The county is holding a public hearing on September 9th regarding a new veterans' exemption law. The town is monitoring developments, as each municipality will need to address the law independently. Financial impact data is being compiled by the assessor's office and county records office. The board will discuss the town's approach in executive session. The county is holding a public hearing on September 9th regarding veteran's exemption law changes; the town is monitoring developments

Browns Beach and Marina: Following a recent storm, the marina sustained damage to docking platforms. Staff, including Bob, worked extensively to make repairs, with parks and recreation staff assisting in reassembling platforms. Salvaged materials were sold to offset repair costs. The board noted that marina rates are significantly below comparable facilities and indicated rates will be reviewed and modestly increased in the coming year.

New Phone System and Technology

The town went live on its new phone system on the day of the meeting, transitioning away from Spectrum for telephone communications. While some initial technical issues were noted, staff were actively resolving them. Most town employees will use the new system through their computers or cell phones, with desktop phones available in select offices such as the Town Clerk and Building Department. The transition also involved moving fund balance into the central data processing budget to cover costs associated with the new phone and data infrastructure. Remaining ties to Spectrum are limited to internet service, and old Spectrum equipment is to be retrieved by the provider. The board expressed that completing this transition in approximately two weeks was a significant accomplishment.

It was questioned; What remains of the town's relationship with Spectrum after the phone transition? Supervisor Kinowski shared that the town will retain Spectrum for internet service only. Old phone equipment will be picked up by Spectrum, and the town will determine the disposition of any remaining poll instruments or related hardware.

Parks and Recreation Report- Tiara Brown

A monthly facilities and operations report covering all town parks, including Glen Howell, Black House, Browns Beach, the Marina, Cambridge Court, and Riverfront Park, was distributed. The report includes future considerations for winter planning. See report attached.

Highway Superintendent- Billy Doughty

Riverfront Park: The Highway Department cleared overgrown vegetation at Riverfront Park, restoring river views for residents. Stone dust path repairs are pending resolution of a motor issue on the spraying equipment used for weed control.

Councilmember Weaver

E-Waste and Town Cleanup: Residents were reminded to collect e-waste ahead of the September 26th collection event. A town-wide cleanup is scheduled for September 17th.

Police Commission- John Nett

The Police Commissioner presented the July 2026 activities report. See report attached. The Police Commission met on the 19th and reviewed the 2027 police budget line by line, approving it as submitted for forwarding to the town board for inclusion in the overall town budget. Chief Paul Pecor also presented an LETC (Law Enforcement Technology) grant application for \$100,000 targeting software and technology upgrades, part of a \$75 million statewide allocation to law enforcement. The application process was described as straightforward and consistent with prior grant experiences.

The board also briefly discussed drone technology, noting that one officer currently has a personal drone with some operational capability. While drones are not part of the current technology plan, the board acknowledged their growing value for search and rescue and missing persons cases, and suggested developing a five-year plan and formal policy for drone use. It was questioned if the police department currently have drone capabilities?

John Nett answered; One officer has a personal drone that has been used operationally to a limited extent. Drone technology is not included in the current budget plan, but the board agreed it should be considered for future planning given its demonstrated effectiveness in tracking missing persons and supporting search operations. A formal policy and training framework would need to be developed.

Town Clerk- Danielle Cowin

Family Day: Preparations are well advanced for the upcoming Family Day event. New features this year include an Adventure Zone with live laser tag, a wrecking ball, and a 22-foot slide; a 3D photo booth; a men's hot legs contest coordinated by the auxiliary; a frozen t-shirt contest for children run by the Stillwater Teachers Association; dunk tanks organized by soccer and softball teams; a cornhole tournament; and the Lilac Basketball Tournament. A shuttle bus service will run from Town Hall to the community center, with parking available at the church. A public notice covering parking, bicycle and e-bike rules, and pet safety during fireworks will be distributed to residents. Promotional materials designed by Sarah Kipp are being finalized for publication in the Express.

Community Center Wall: Volunteers have expressed interest in painting the community center wall at no cost to the town, with donated materials and labor. The board expressed support in principle but requested more details on wall preparation and paint durability before granting approval, given existing drainage and surface condition issues.

It was questioned if the community center wall in a suitable condition for a volunteer painting project? Supervisor Kinowski answered: The wall has existing drainage issues and surface

cracks that have been partially addressed but not fully resolved. The board agreed that before approving the project, volunteers should provide a detailed plan for wall preparation to ensure any painted design will adhere properly and last over time. The parking lot has recently been striped, and other exterior work may take priority in the near term.

Solicitor Permit Enforcement: The Town Clerk reported ongoing issues with unauthorized door-to-door solicitors, with complaints received over three consecutive weeks. Companies identified include Fox Pest Control, Terminix, and Slic Fiber. Under the town code, solicitors are required to obtain a permit through the Town Clerk's office, which includes a background check, photo identification, and vehicle information. Permitted hours are 10:00 AM to 4:00 PM. Currently, no solicitor permits are on file with the Town Clerk except for one individual. A notice was previously posted on the town website informing residents of this requirement. Chief Pecor has advised residents to photograph solicitors and call the non-emergency police line. The board discussed developing a simple public guidance document advising residents to ask solicitors for their permit, request identification, and report non-compliance to police. Solicitors operating outside permitted hours are subject to police escort out of town.

Councilmember Weaver questioned; What should residents do if a solicitor comes to their door? Clerk Cowin answered; Residents should ask to see the solicitor's town-issued permit and identification. If the solicitor cannot produce a permit, residents should photograph them and call the non-emergency police number. Solicitors operating outside the 10:00 AM to 4:00 PM window are in violation of town code and can be reported for police escort from the area.

Fall Festival: The Town Clerk invited board members to participate in the library's Fall Festival on October 31st from noon to 4:00 PM, where the town will have a table with giveaways and candy as in prior years.

Public Input- None

Audited Claims

The Town Clerk presented the following reports for the Town Board review And Town Clerk report (attached).

Prepays for July 2026

General A fund	\$231280.10
General B Fund	\$12371.59
Highway	\$ 47011.48
Lighting	\$1530.90
Water/Sewer	\$2572.60
Trust & Agency	\$58383.07

July 2026

General	\$52621.26
Town Outside	\$ 131452.60
Highway	\$ 50442.49

Water	\$ 11753.08
Capital Projects	\$ 4946.25

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 Veteran exemption, Technology and personnel.

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

The Town Board went into Executive Session at 8:15 pm.

Respectfully submitted by,

Danielle Cowin, Town Clerk