

**TOWN OF SARATOGA TOWN BOARD
SPECIAL YEAR-END AUDIT MEETING MINUTES
12 SPRING ST.
SCHUYLERVILLE, NY**

**Thursday, December 29, 2022
11:00 a.m.**

Deputy Supervisor Ian Murray opened the meeting at 11:00 a.m.

Roll call: Town Clerk Linda McCabe, called the roll: Supervisor Thomas Wood - absent, Councilman Michael McLoughlin – absent, Councilwoman Ruth Drumm - present. Councilman Gary Squires – present, Councilwoman Maxine Lautenberg – present.

Also present: Nashua Alexander, Bookkeeper Pat Temple and Highway Superintend Don Ormsby.

Recognitions/Presentations/ Bid openings/ Public Hearings: Nashua Alexander, WEMS, appeared before the Board to clarify the request for ARPA funds. He stated that the request is to cover the cost of safety brackets and mounts for cardiac monitors and ventilators in all their ambulances. At this time, they currently have outfitted two ambulances with them and are able to do two more through their purchase process, but won't be able to outfit all their other ambulances for eight years without the ARPA money. These brackets and mounts are transferrable to a new vehicle if and when they need to replace one; he said they mount directly to the stretchers and the stretchers are secured within the vehicles. This will provide safer transportation for crew members and patients. He added they sought and received funds from Saratoga County and Wilton, which they allocated for training equipment and education of the crew members.

Old Business: None

New business:

On a motion by Councilmember Ruth Drumm, seconded by Councilmember Gary Squires, the following **Resolution #22-95 – Authorization to Correct the Galcik Conservation Easement, was adopted by vote:** Supervisor Thomas Wood - absent, Councilman Michael McLoughlin – absent, Councilwoman Ruth Drumm – aye, Councilman Gary Squires – aye, Maxine Lautenberg – aye.

Carried 3 – 0

WHEREAS, Paul and William Galcik, landowners/Grantors in the Town of Saratoga, by Conservation Easement dated January 29, 2009, with the Town of Saratoga, Grantee, conserved approximately 58 acres of active farmland on DeGarmo Road, in the Town of Saratoga; and

WHEREAS, the Town Board previously approved the Conservation Easement as the holder of the Easement as the Board views the preservation of agriculture as vital to the quality of life and economy of the Town as evidenced by the Town of Saratoga Comprehensive Plan, Saratoga County Farmland Protection Plan, and Saratoga County Land Use Plan which recommends the use of conservation easements Purchase of Development Rights as a tool to preserve agriculture and recognizes the importance of protecting farmland and open spaces; and

WHEREAS, it was determined that the Conservation Easement filed with the County recited the incorrect amount of acreage and had the incorrect property description and a revised Conservation Easement has been presented to the Town to correct said errors.

WHEREAS, the Town Board finds that the errors in the original document are clerical in nature; now, therefore, be it

RESOLVED, that the Town Supervisor is hereby authorized to execute any documents necessary to correct the Conservation Easement so as to reflect the correct acreage which is subject to the easement and have the correct property description attached.

On a motion by Councilmember Maxine Lautenberg, seconded by Councilmember Ruth Drumm, the following **Resolution #22-96 – Authorization to sign Amended SLPID Agreement - was adopted by vote:** Supervisor Thomas Wood - absent, Councilman Michael McLoughlin – absent, Councilwoman Ruth Drumm – aye, Councilman Gary Squires – aye, Maxine Lautenberg – aye.

Carried 3 – 0

WHEREAS, the original SLPID agreement was signed in April 2022; and

WHEREAS, proposed changes to the agreement have been made to increase insurance and liability protection to the Towns of Saratoga, Stillwater, Malta and the City of Saratoga Springs; see paragraph G. of amended agreement below:

"G. That the Saratoga Lake Protection and Improvement District agrees that it shall at all times indemnify and hold harmless the Municipalities from and against all claims and demands arising solely out of SLPID's activities within the District but only to the (extent authorized under Section 7(j) of SLPID's enabling legislation and as limited by Section 7 (j) and (k), SLPID shall purchase liability insurance to provide for the expense of defense and to indemnify any officers and employees of the District for claims based upon their actions in the course of their official duties or employment and for the defense of actions or claims against the District. The District shall name each municipality as an additional insured on a primary and non-contributory basis for commercial general liability not less than One Million Dollars (\$1,000,000) per occurrence with a Two Million Dollar (\$2,000,000) aggregate and Employee Theft Insurance in an amount not less than Twenty-Five Thousand Dollars (\$25,000). Additionally, the District shall maintain NYS Statutory Workers Compensation and Employers Liability Insurance for the duration of this agreement. Certificates of insurance for this coverage shall be provided to each municipality within thirty (30) days of the renewal of said insurance."

now, therefore, be it

RESOLVED, that the Town Board authorizes the Town Supervisor to sign the new, amended agreement with SLPID (Saratoga Lake Protection and Improvement District) for the purposes authorized and set forth in the legislation.

On a motion by Councilmember Ruth Drumm, seconded by Councilmember Gary Squires, the following **Resolution #22-97 – Authorization to Purchase Insurance for the Old Saratoga Seniors Group for 1 year, was Tabled by vote** Supervisor Thomas Wood - absent, Councilwoman Ruth Drumm – aye, Councilman Gary Squires – aye, Councilman Michael McLoughlin – absent, Maxine Lautenberg – aye.

Carried 3 – 0

After a brief discussion, the Board decided they would like more information from the underwriter on exactly what the Town's current umbrella policy covers and if it's possible to have a rider to cover the Old Saratoga Seniors at a lower rate, rather than a separate policy.

On a motion by Councilmember Maxine Lautenberg, seconded by Councilmember Gary Squires, the following **Resolution #22-98 – Fund Transfers, was adopted by vote:** Supervisor Thomas Wood - absent, Councilman Michael McLoughlin – absent, Councilwoman Ruth Drumm – aye, Councilman Gary Squires – aye, Maxine Lautenberg – aye.

Carried 3 – 0

RESOLVED, that the Town Board of the Town of Saratoga authorizes the transfer of the following funds:

- ❖ \$1,500.00 from A1990.4 Contingency to A1330.1 Tax Collector Personnel Services to cover payroll through year end.
- ❖ \$4,200.00 from A1990.4 Contingency to A7110.1 Parks Personnel Services to cover payroll through year end.
- ❖ \$900.00 from A1990.4 Contingency to A7110.4 Parks Contractual to cover additional expenses through year end.
- ❖ \$3,500.00 from A1990.4 Contingency to A1620.1 Building Personnel Services to cover payroll through year end.
- ❖ \$1,000.00 from A1990.4 Contingency to A5182.4 Street Lighting Contractual to cover increase in rates through year end.
- ❖ \$10,000.00 from A1620.2 Buildings Equipment to A1620.4 Buildings Contractual to cover utility expenses through year end.
- ❖ \$1,200.00 from B8020.4 Planning/Comprehensive Plan to B8010.4 Zoning Contractual to cover additional expenses through year end.
- ❖ \$3,500.00 from B8020.4 Planning/Comprehensive Plan to B8020.1 Planning Personnel Services to cover payroll through year end.
- ❖ \$150.00 from B8020.4 Planning/Comprehensive Plan to B9030.8 Benefits Social Security to cover additional social security expenses through year end.
- ❖ \$25,000.00 from DB5142.1 Snow Removal Personnel Services to DB5130.4 Machinery Contractual to cover additional expenses through year end.
- ❖ \$700.00 from DB5142.1 Snow Removal Personnel Services to DB9089.8 Employee Benefits/Uniforms to cover increase in rates through year end.

On a motion by Councilmember Maxine Lautenberg, seconded by Councilmember Gary Squires, the following **Resolution #22-99 – Approving WEMS \$10,000 ARPA Fund request, was adopted by vote:** Supervisor Thomas Wood - absent, Councilman Michael McLoughlin – absent, Councilwoman Ruth Drumm – aye, Councilman Gary Squires – aye, Maxine Lautenberg – aye.

Carried 3 – 0

WHEREAS, the Wilton Emergency Squad (WEMS) has requested \$10,000 of ARPA funds for the purpose of improving crew and patient safety in their ambulances; now, therefore, be it

RESOLVED, that the Town Board of the Town of Saratoga, authorizes the funding of \$10,000 of ARPA funds for WEMS to purchase the cardiac monitor and transport ventilator mounts for all their ambulances.

On a motion by Councilmember Ruth Drumm, seconded by Councilmember Gary Squires, the following **Resolution #22-100 - Approving the Payment of Bills - Abstract 13G, was adopted by vote:** Supervisor Thomas Wood - absent, Councilman Michael McLoughlin – absent, Councilwoman Ruth Drumm – aye, Councilman Gary Squires – aye, Maxine Lautenberg – aye.

Carried 3 – 0

RESOLVED, by the Town Board of the Town of Saratoga to authorize payment of the bills listed in **Abstract 13G of 2022 in the following amounts:**

General Fund DB	No. 895 – 904	\$ 4,836.04
General Fund A	No. 905 - 922	\$ 11,636.72
General Fund B	No. 923 – 934	\$ 7,406.51
H Schuyler Park	No. 935	\$ 25.89
CDBG	No. 936 – 940	\$ 118,053.50
Grand Total		\$ 141,958.66

Communications: None.

Upcoming Meetings:

- ❖ Town Board Agenda Meeting – Thursday, January 5, 2023 at 6 p.m.
- ❖ Regular Town Board Meeting (Organizational Meeting) – January 9, 2023 at 6:00 p.m.

A motion to adjourn the meeting at 11:32 a.m., was made by Councilmember Maxine Lautenberg and seconded by Councilmember Gary Squires. Supervisor Thomas Wood - absent, Councilman Michael McLoughlin – absent, Councilwoman Ruth Drumm – aye, Councilman Gary Squires – aye, Maxine Lautenberg – aye.

Carried 3 – 0

Respectfully submitted,

Linda A. McCabe
Town Clerk