

**TOWN OF SARATOGA TOWN BOARD**  
**DRAFT MEETING MINUTES**  
**12 SPRING ST., SCHUYLERVILLE, NY**

**July 8th, 2024**  
**7:00 P.M.**

Supervisor Ian Murray opened the meeting with the pledge of allegiance at 7:00 p.m.

**Roll call:** Town Clerk, Michelle Conover, called the roll: Supervisor Ian Murray- present, Councilman Michael McLoughlin – present, Councilwoman Ruth Drumm – present, Councilman Gary Squires – present, Councilwoman Maxine Lautenberg – absent.

**Also present:** Deputy Town Clerk Emilee Jones, Building Inspector/Zoning Officer Gil Albert, Highway Superintendent Donald Ormsby and other interested parties.

**Recognitions/Presentations/ Bid openings/Public Hearings:** Supervisor Ian Murray stated he has recognitions for tonight’s meeting. Supervisor Murray wants to recognize Linda McCabe our long time Town Clerk who is retiring July 15<sup>th</sup>, 2024. Supervisor Murray congratulated and thanked Linda for her many years of service at the Town. The Town is looking forward to Linda coming back as part-time Planning and Zoning Clerk.

Supervisor Murray welcomed Emilee Jones to the Town of Saratoga team as our new Deputy Town Clerk. Supervisor Murray then read a statement from Town Clerk Michelle Conover appointing Emilee as Deputy Town Clerk starting July 1<sup>st</sup>, 2024 – December 31, 2024.

Supervisor Murray also recognized Sean Kelleher the Town of Saratoga Historian. Supervisor Murray congratulated Sean as he had the honor of presenting before Congress on June 27<sup>th</sup>, 2024 on behalf of Congresswomen Elise Stefanik for the 250<sup>th</sup> Battles of Saratoga committee, America’s Turning Point. Sean testified for Bill HR390 and the Heritage Act. Sean did an outstanding job promoting our Town, County, Region and the 250<sup>th</sup> commission. If anyone would like to watch his testimony before Congress, the link is as follows:  
<https://www.facebook.com/share/r/53LSDxqB5muHUtnw/?mibextid=jpBbYv>

Supervisor Ian Murray stated that this is informational and will continue at an upcoming meeting. Supervisor Murray received two quotes and Highway Superintendent Don Ormsby received a quote for seal coating and restriping the Town’s parking lot. The quotes came in at \$6,600.00, \$7,500.00 and \$7,877.00. These quotes are (NYS DOT Spec) seal coat with crack sealing and restriping the whole parking lot. Tim Blanchard resealed our lot a couple years ago with material cost of approximately \$2,400.00 and many hours to finish the job. If a company is hired to reseat the lot it could be done over a weekend.

**Approval of Minutes:** A motion was made by Councilmember Michael McLoughlin and seconded by Councilmember Ruth Drumm, **to accept the minutes of the June 10th, 2024 Regular Town Board meeting as written.** Supervisor Ian Murray - aye, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – aye, Councilmember Gary Squires - aye, Councilmember Maxine Lautenberg - absent.

**Carried 4 – 0**

**Town Clerk's report for June 2024:** Fees paid to the NYS Dept. of Agriculture and Markets for the Animal Population Control Program \$46.00. Fees paid to New York D.E.C. for hunting and fishing licenses \$151.17. Fees paid to the New York State Health Department for Marriage licenses \$0. Dog license fees to Supervisor Ian Murray \$210.00. Clerk fees to Supervisor Ian Murray \$90.83. Total State and Local Revenues received were \$498.00.

**Zoning Officer's report for June 2024:** 4 Building Permits, 23 Building Inspections, 14 Certificates of Occupancy, 0 Junkyard Permits, 0 Complaints, 0 Fire Inspections, 0 Order to Remedy, 2 misc., 12 Building Permit Renewal and 2 Property Maintenance Inspections. A check for \$3,525.25 was given to Supervisor Ian Murray.

**Dog Control officer's report for June 2024:** Ed Cross, Dog Control Officer answered 17 complaints, took 0 dog to the shelter, 3 bite case, traveled 64 miles, issued 9 warnings and 1 summons' were issued.

**Town Court report for June 2024:** Closed Traffic Tickets - 38, Closed Criminal/Penal Law cases – 2, Closed Civil Cases – 1, Closed Encon/DEC – 2, Closed DWI's – 1, Closed Town & Dog cases – 0. The following checks were submitted to Supervisor Ian Murray for fines & fees: \$200.00 from Justice Charles Sherman - and \$3,446.00 from Justice John McCarron.

**Tax Collector's report for June 2024:** No report.

**Historian's report for June 2024:** No report.

**Assessor's report June 2024:** No report.

**Highway Superintendent's report for June 2024:**

- ❖ Mowing at ditches
- ❖ Clearing culvert from beaver on Caldwell Rd
- ❖ Did milling and blacktop on Trask Ln with trucks from Moreau, Providence and Northumberland
- ❖ Repaired truck 6 Jake brake and AC leak
- ❖ Replaced rear lights and had inspection done on truck 3
- ❖ Had fluid and filters changed on truck 4, also inspected
- ❖ Installed new front tires on truck 9
- ❖ Towed truck 1 to Kenworth repair with blown fuel line
- ❖ Picked up new pick-up bed liner for pickup 1
- ❖ Helped with new street banners for Schuylerville
- ❖ Worked with Moreau, Stillwater, Malta, Wilton and Victory with their road projects

**Supervisor’s report:**

**SUPERVISOR’S REPORT JUNE 2024  
GENERAL FUND – TOWNWIDE (A FUND)**

Balance on hand 6/1/2024	\$ 876,393.79
Revenues	+ 211,935.95
Disbursements	- <u>(146,831.07)</u>
Balance 6/30/2024	\$ 941,498.67

**GENERAL FUND – OUTSIDE VILLAGE (B FUND)**

Balance on hand 6/1/2024	\$ 2,279,218.27
Revenues	+ 4,779.72
Disbursements	- <u>(6,877.34)</u>
Balance 6/30/2024	2,277,120.65

**HIGHWAY FUND – OUTSIDE VILLAGE (DB FUND)**

Balance on hand 6/1/2024	\$ 779,866.26
Revenues	+ 87.55
Disbursements	- <u>(258,275.52)</u>
Balance 6/30/2024	\$ 521,678.29

SCHUYLER PARK 6/30/2024	\$ 110,090.95
YOUTH RECREATION & SERVICE 6/30/2024	\$ 8,673.85
HIGHWAY EQUIPMENT RESERVE 6/30/2024	\$ 80,742.89
BUILDING RESERVE 6/30/2024	\$ 483,713.39
CDPHP & HRA 6/30/2024	\$ 3,807.58
AHC HOME IMPROVEMENT 6/30/2024	\$ 61,990.00
SCENIC BY WAYS QRTRLY 6/30/2024	\$ 312.33
PARKS RESERVE 6/30/2024	\$ 376,956.55
GFNB Certificate of Deposit 6/30/2024	\$ 775,925.35
NYCLASS 6/30/2024	\$ 767,937.22

- 1. June 2024 Mortgage Tax Received - \$12,497.00**
- 2. June 2024 Sales Tax Received - \$ 167,741.00**
- 3. June 2024 (AUC) Adult Use Cannabis Tax Received – no update**
- 4. Saratoga County Sheriff’s update – Supervisor Murray added a report to each Board member’s packet for their information.**

**Public comments on agenda items:** No one spoke.

**Committee reports:**

**Landfill: no report**

**Insurance:** Dave Meager of Amsure will be here next month with a review of the Town's Insurance which renews at the end of August.

**Youth:** Supervisor Murray stated the Town wasn't able to have the swim program this year. Supervisor Murray contacted and submitted information to Rebecca Robarge, Youth Services Coordinator with Saratoga County on how the grant money could be used. The youth grant was for \$2,500.00. Part of this grant was used for CPR training for the counselors at the center so the kids could go on day trips. It was also noted during an inspection that the Youth Center did not have a (AED) defibrillator, we were able to purchase one for the Center. The approximate cost for the CPR training and the AED was \$2,200.00. The grant didn't go towards the swim program but it still benefits our youth in our Town and Villages.

**Park Committee:** No report.

**Office of Emergency Management (OEM):** No report

**WEMS, QSFD Reports:** A report was sent in the day of the meeting by Nash Alexander. There were 26 calls for the month of June in the Town of Saratoga, 12 non billable calls (assistance, standby or refuse transport), 406 calls have been handled from the Schuylerville station this year. Highway Superintendent Donald Ormsby stated QSFD has had 44 calls for the year.

**Old business:** None

**New business:**

- ❖ The Schuylerville Garden Show will present its annual National Garden Club Inc. Standard Flow Show entitled "A Little Bit of Country" Saturday July 20<sup>th</sup> and Sunday July 21<sup>st</sup>, 2024 at Saratoga Town Hall.
- ❖ Resolution # 24-53

On a motion by Councilmember Ruth Drumm and seconded by Councilmember Gary Squires, the following **Resolution #24-53** was adopted by vote: Supervisor Ian Murray - aye, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – aye, Councilmember Gary Squires -aye, Councilmember Maxine Lautenberg - absent.  
**Carried 4–0.**

At a regular meeting of the Town Board of the Town of Saratoga, County of Saratoga, State of New York, held on July 8<sup>th</sup>, 2024, the following resolution was made as indicated above,

**WHEREAS**, on an annual basis the Town Board enters into insurance contracts to provide health insurance coverage for eligible employees; and

**WHEREAS**, the Board has reviewed proposals for contracts to commence August 1, 2024; now, therefore be it

**RESOLVED**, that the Town Supervisor is authorized to sign contracts for health insurance benefits for active employees with Capital District Physicians Health Plan, for Medical Plan SUGFE364 - EMBRACE HEALTH EPO 221 GOLD, effective August 1, 2024 for a one-year term and for pre 65 eligible retirees and/or their spouse. The deductible will be reimbursed by the town through a special account that CDPHP can withdraw deductibles from as needed. The town will pay the first \$1500.00 of deductibles for single plans and the first \$3,000.00 for employee plus one plans as currently being done.

**Privilege of the floor:** Dio Kaufman addressed the Board.

**Upcoming meetings:**

- ❖ Regular Town Board meeting – Monday, August 12<sup>th</sup>, 2024 at 7:00 p.m.

**Audit the Bills:** On a motion by Councilmember Ruth Drumm and seconded by Councilmember Gary Squires, the following **Resolution #24-54- Approving the Payment of Bills in Abstract 7G of 2024** was adopted by vote: Supervisor Ian Murray - aye, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – aye, Councilmember Gary Squires - aye, Councilmember Maxine Lautenberg – absent.

**Carried 4 – 0.**

**RESOLVED**, by the Town Board of the Town of Saratoga to authorize payment of the bills listed in **Abstract 7G of 2024 in the following amounts:**

<b>General Fund DB</b>	<b>No. 420-438</b>	<b>\$ 87,835.15</b>
<b>General Fund A</b>	<b>No. 380-385, 388, 390, 400, 404-415</b>	<b>\$ 10,528.84</b>
<b>General Fund B</b>	<b>No. 416-419</b>	<b>\$ <u>1,038.92</u></b>

**Grand Total \$ 99,402.91**

A motion was made by Councilmember Michael McLoughlin seconded by Councilmember Ruth Drumm **to enter into Executive Session at 7:30 p.m. to discuss matters relating to proposed, pending or current litigation and to discuss matters leading to the appointment, employment, promotion, discipline, suspension, dismissal or removal of a particular person or corporation.** Motion was adopted by vote: Supervisor Ian Murray - aye, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – aye, Councilmember Gary Squires - aye, Councilmember Maxine Lautenberg - absent.

**Carried 4-0**

A motion was made by Councilmember Michael McLoughlin seconded by Councilmember Gary Squires, **to exit Executive Session at 8:28 p.m., with no Board action taken.** Motion was adopted by vote: Supervisor Ian Murray - aye, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – aye, Councilmember Gary Squires - aye, Councilmember Maxine Lautenberg – absent.

**Carried 4-0**

A motion was made by Councilmember Ruth Drumm and seconded by Councilmember Michael McLoughlin **to adjourn the meeting at 8:29 p.m.**

Supervisor Ian Murray - aye, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – aye, Councilmember Gary Squires - aye, Councilmember Maxine Lautenberg - absent.

**Carried 4 – 0**

**Meeting Adjourned**

Respectfully Submitted,

Michelle Conover  
Town Clerk