

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

**April 11, 2011  
7:00 P.M.**

Supervisor Thomas Wood opened the meeting with the Pledge of Allegiance at 7:00 p.m.

**Roll call:** Ruth Drumm, Town Clerk, called the roll. Supervisor Thomas Wood- present, Councilman Fred Drumm - present, Councilman Charles Hanehan- present, Councilman Michael McLoughlin – present, Councilman James Jennings - absent,  
**Also present:** Deputy Town Clerk Linda McCabe, Town Attorney William Reynolds, Zoning Officer Gil Albert, Highway Superintendent Dave Hall, Tax Collector Jim Gorham, Zoning Board Chairman Stephen Bodnar, Joann Bodnar, Jen Sutherland, Geraldine Freedman, Sherry Doubleday, Wendy Lukas, Roger Sherman, Chris Miller and other interested persons.

**Recognitions/Presentations/ Bid openings/ Public Hearings:**

**Supervisor Thomas Wood presented the Firemen’s Supervisor Award to Stephen Bodnar** for his many years of service to the Quaker Springs Fire Department and the community. He first joined the Quaker Springs Fire Department in February 1963. Many members of his family were there to share in his recognition.

**Supervisor Thomas Wood presented Stephen Bodnar with the Saratoga County Planning /Zoning Conference’s Outstanding Service Award.** Stephen Bodnar, current Chairman of the Town of Saratoga’s Zoning Board of Appeals, was on that board when it was first established in 1981 and has served ever since.

Supervisor Thomas Wood explained that the Mass Gathering Applications with the proposed parking etc. have been sent to the sheriff, the town engineer, and to Paul Lent at the Saratoga County Emergency Services for their review. All responses indicate that all is in order for the Regattas planned.

**Proof of notice in the *Saratogian* on April 1, 2011 having been provided, Supervisor Thomas Wood opened the public hearing on the Mass Gathering Permits of the Saratoga Rowing Association at 7:15 p.m. No one came forward.**

**Supervisor Thomas Wood made a motion, seconded by Councilman Fred Drumm to close the public hearing at 7:16 p.m.** Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – absent. Carried 4 – 0.

**Approval of Minutes:** A motion was made by Councilman Charles Hanehan and seconded by Councilman Michael McLoughlin to accept the minutes of the March 14<sup>th</sup> regular meeting as written.

Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – absent. Carried 4 – 0.

**Town Clerk's report for March 2011:** Fees paid to the NYS Dept. of Agriculture and Markets for the Animal Population Control Program \$113.00. Fees paid to New York D.E.C. for hunting and fishing licenses \$32.12. Fees paid to the New York State Health Department for Marriage licenses \$0. Dog license fees to Supervisor Thomas Wood \$500.00. Clerk fees to Supervisor Thomas Wood \$52.63. Total State, County, and Local Revenues received were \$712.75.

**Zoning Officer's report for March 2011:** 4 Building Permits, 3 Building Permit Renewals, 9 Building Inspections, 3 Certificates of Occupancy, 0 Fire inspections, 1 Complaint, and 4 misc. appointments. A check for \$1,173.75 was given to Supervisor Thomas Wood.

**Dog Control officer's report for March 2011:** The report was read by Supervisor Thomas Wood: answered 33 complaints, took 0 dogs to the shelter, 0 bite cases, issued 16 warnings, 0 summonses were issued, and traveled 69 miles.

**Town Court report for March 2011:** The following were closed: 134 Vehicle & Traffic, 13 Criminal/Penal Law, 2 DEC/ENCON, 2 Dog cases, 2 DWI's, 0 Town & Village Ordinances, 3 Small Claim/Civil, 1 Eviction, 0 Bench trials, 0 (case transfers) Divestiture Forms sent to County Court, 5 attended the Science of Speed School, 1 Defendant sentenced to probation, 150 hours of community service issued, 0 days of jail time issued, 3 Orders of Protection issued, and \$8,866.00 in fees were paid to the NY State Comptroller.

**Tax Collector's report:** Tax Collector Jim Gorham reported that he has collected \$2,799,502.94 through April 4, 2011, on 2,740 parcels. He stated that \$5,923.37 in penalties and \$298.00 in fees were collected. On April 5<sup>th</sup>, the books were turned over to the County.

**Historian's report:** Sean Kelleher submitted the following April report:  
In March, I participated in a day long Visioning Workshop for the Battles of Saratoga Sword Surrender Site at Route 4 and Schuyler Street. The workshop was facilitated by Saratoga Associates for the Historic Saratoga - Washington on the Hudson Partnership and the project is funded by the American Battlefield Protection Program. The focus was to develop a plan for the site with a focus on screening non-historic views, removal of ornamental vegetation, developing a small parking lot, developing a plan for a memorial, developing links to neighboring trails and other sites, and developing interpretive devices. I think the most significant items from the work of the day is that the site will developed as small park and there will be some efforts to link it to the Schuyler House and Victory Woods. The old Champlain Canal trail provides great opportunity to link the Schuyler House and the Sword Surrender site.

In other news, there has been work done on the land behind the Schuyler House. The property has been transferred from the Canal Corporation to OPRHP (State Parks). It is hoped that a management agreement will be developed between NYS and the National

Park. I have been asked and accepted a position to serve on the advisory committee representing New York for a Society of Colonial Wars' exhibit on the Treaty of Paris 1763. The exhibit is planned to open in 2013 in Boston in the Old State House (site of the Boston Massacre) and then may tour to other sites. Our photo scanning is seeing a number of results with residents sharing old house photos from the community. We continue to have an active interest in family history with Pat Peck doing a monthly workshop with over 10 participants and the Heritage Hunters programs which average about 35 participants a month.

**Assessor's report:** Victoria Hayner submitted the following:

March was a busy month in the Assessor's Office. We spent the month evaluating our Assessment roll. The various tasks required for update were adding exemptions, reviewing building permits and making sure valuation on completed as well as partially completed projects was updated. We also met with property owners requesting a conference to discuss their concerns regarding their property valuation.

In reviewing sales statistics and in cooperation with the New York State Real Property Board, we have determined that our Level of Assessment for the coming year will be 65% of full market value.

The first two weeks in April will be spent in getting all things ready for submitting the Tentative Roll for 2011 to the County for reproduction. We anticipate receiving the 2011 roll by May 2nd at which time it will be available for public inspection. The public is invited to review their property information and assessment Monday through Friday between the hours of 9:00 AM and 1:00 PM. The Assessor will be available on Tuesdays and Thursdays between the hours of 9:00 AM and 1:00 AM. The Assessor will also "sit with the Roll" on Monday, May 9<sup>th</sup> from 4:00 PM – 7:00 PM and Saturday, May 7<sup>th</sup> between the hours of 1:00 PM – 5:00 PM.

**Highway Superintendent's report:**

- ❖ Patching of roads will continue.
- ❖ The new pickup has been put in service.
- ❖ The state and town have been working on Fitch Road. The state will fix all the bad spots when the blacktop plants open.
- ❖ We have started to sweep roads and intersections in the town.
- ❖ We will be scraping dirt roads when they dry out.
- ❖ I have prices on a new sander for the pickup that will take sand or salt. The lowest quote was for \$2,731. The money for the sander is in the budget. The board agreed that Highway Superintendent Dave Hall should buy the new sander for \$2,731. They also agreed that the old pickup truck should be kept for a spare and to patrol etc. when it's not necessary to use a larger dump truck.

**Supervisor's report:**

**SUPERVISOR'S REPORT – MARCH 2011**

GENERAL FUND – TOWNWIDE (A FUND)	
Balance on hand March 1	\$ 1,223,197.41
March Revenues	+ 16,916.60
March Disbursements	- 48,335.00
Feb. Justice Court Fines Disbursed	

In March	<u>- 5,720.00</u>
Balance March 31	\$ 1,191,779.01

GENERAL FUND – OUTSIDE VILLAGE (B FUND)

Balance on hand March 1	\$ 429,630.45
March Revenues	+ 3,125.10
March Disbursements	<u>- 8,131.36</u>
Balance March 31	\$ 424,624.19

HIGHWAY FUND – OUTSIDE VILLAGE (DB FUND)

Balance on hand March 1	\$ 925,887.70
March Revenues	+ 72,623.22
March Disbursements	<u>-97,476.55</u>
Balance March 31	\$ 901,028.84

SCHUYLER PARK CAPITAL PROJECT March 31 \$ 88,756.87

YOUTH RECREATION & SERVICE March 31 \$ 1,660.30

HIGHWAY EQUIPMENT RESERVE March 31 \$ 12,795.84

BUILDING RESERVE March 31 \$ 150,130.00

SCENIC BY WAYS GRANT March 31 \$ 309.85

PARK RESERVE March 31 \$ 51,956.55

CDBG2 FUND March 31 \$ 4,500.00

❖ **Sales Tax Received – March 2011 - \$72,232**

❖ **Mortgage Tax – March 2011 - \$10,047**

**Public comments on agenda items:** Roger Sherman and Wendy Lukas addressed the board with questions regarding the Equalization Rate and the Revaluation of Property in the town.

**Committee reports:**

**Landfill:** No report.

**Insurance:** No report.

**Youth:** Councilman Michael McLoughlin will contact the Christ the King Spiritual Life Center, Town of Easton, to set up the swim program.

**Senior Citizens:** No report.

**Park Committee:** No report.

**Office of Emergency Management: Sherry Doubleday** reported that a dry run emergency drill took place this morning where designated heads were called to see how many people would respond when an emergency arises. Three people responded to the call. Discussion will follow on ways to improve the response and another drill will be held in the fall.

Sherry Doubleday reported on the Public Access Defibrillation Program, "PAD". She stated that one defibrillator has been ordered and received. It will be located on the first floor of the town hall. She will check with people in every office to see if they would participate in the training required. Once the training is in place the program will be sent for approval.

She stated that there is a new company doing the Reverse 911 calls. They can now use cell numbers and landlines. A list of the designated heads for the emergency responses will be provided to them.

**Committee to Honor Volunteer Firefighters & Emergency Medical Service Workers:** No report.

**GSES, QSFD, SLPID/SLA Reports:** No reports.

**Old business:**

- ❖ **Old town garage update:** Joe Hyland with C.T. Male has met with Highway Superintendent Dave Hall to look over the old highway garage building to propose various ways and costs for demolishing the building. The previous asbestos report was provided to C.T. Male, where asbestos was discovered in the roof and window caulking. Once the report is received it will be reviewed and possibly put out to bid for the removal of the building.
- ❖ **Tenant update:** Supervisor Thomas Wood reported that Dr. Thomas Rosano would like to rent one office on a month to month basis. He needs a 220 Volt outlet installed. The estimated cost is \$300 to \$600. The board feels that it should be paid for by Dr. Thomas Rosano.
- ❖ **Old town hall update:** Supervisor Thomas Wood stated that a meeting was held at Senator Roy McDonald's office in Albany with all interested parties in attendance. The \$110,000 for the town hall is in the budget and should be coming before fall. The deed will go the Friends of the Saratoga Battlefield.
- ❖ **Community Development Block Grant (CDBG Grant) update:** The grant committee met and reports that 3 mobile home replacements and 3 residential rehabilitations have been selected.

**New business:**

On a motion by Councilman Fred Drumm and seconded by Councilman Charles Hanehan the following **Resolution #11-43 – Granting Mass Gathering Permit #1 of 2011- SRA Regattas, April 30<sup>th</sup> & May 1<sup>st</sup>** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – absent. Carried 4 – 0.

**WHEREAS**, the Town Board of the Town of Saratoga has received and reviewed the application for a Mass Gathering Permit by the Saratoga Rowing Association for the State Rowing Championships as follows:

Permit #1: Saratoga Rowing Association  
543 Union Avenue  
P.O. Box 750  
Saratoga Springs, NY 12866  
Contact: Christopher Chase, Regatta Director

Rowing Regatta, on Saturday, April 30<sup>th</sup> and Sunday, May 1<sup>st</sup> at Fish Creek, Saratoga Lake with approximately 500 to 700 +/- people attending over the two day event; and **WHEREAS**, the required information has been submitted, as required by Local Law #2 of 2006, and

**WHEREAS**, the Town Board of the Town of Saratoga has held a public hearing on April 11, 2011 for input by interested persons, and

**WHEREAS**, the event is desirable for the town, therefore be it,

**RESOLVED**, by the Town Board of the Town of Saratoga that the permit is granted conditional upon the Town of Saratoga receiving a Certificate of Insurance for the above event naming the Town of Saratoga as additional insured in the amount of \$2 million, at least 5 business days prior to the event; that the event is found to be in compliance with the NYS Department of Health regulations of Chapter 1, Title 10, Part 18 by the NYS DOH when required; and that the review of the information required by Local Law #2 of 2006, Section 3 is found to be adequate.

On a motion by Councilman Charles Hanahan and seconded by Councilman Michael McLoughlin the following **Resolution #11-44 – Granting Mass Gathering Permit #2 of 2011- SRA Regattas, May 14<sup>th</sup> & May 15<sup>th</sup>** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanahan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – absent. Carried 4 – 0.

**WHEREAS**, the Town Board of the Town of Saratoga has received and reviewed the application for a Mass Gathering Permit by the Saratoga Rowing Association for the Rowing National Championships as follows:

Permit #2: Saratoga Rowing Association  
543 Union Avenue  
P.O. Box 750  
Saratoga Springs, NY 12866  
Contact: Christopher Chase, Regatta Director

Rowing Regatta, on Saturday, May 14<sup>th</sup> and Sunday, May 15<sup>th</sup> at Fish Creek, Saratoga Lake with approximately 9,000 +/- people attending over the two day event; and **WHEREAS**, the required information has been submitted, as required by Local Law #2 of 2006, and

**WHEREAS**, the Town Board of the Town of Saratoga has held a public hearing on April 11, 2011 for input by interested persons, and

**WHEREAS**, the event is desirable for the town, therefore be it,

**RESOLVED**, by the Town Board of the Town of Saratoga that the permit is granted conditional upon the Town of Saratoga receiving a Certificate of Insurance for the above event naming the Town of Saratoga as additional insured in the amount of \$2 million, at least 5 business days prior to the event; that the event is found to be in compliance with the NYS Department of Health regulations of Chapter 1, Title 10, Part 18 by the NYS

DOH when required; and that the review of the information required by Local Law #2 of 2006, Section 3 is found to be adequate.

On a motion by Councilman Fred Drumm and seconded by Councilman Charles Hanehan the following **Resolution #11-45 – Saratoga County Sewer District Inclusion** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – absent. Carried 4 – 0.

**WHEREAS**, the Saratoga County Sewer District #1 has provided the opportunity for the Town of Saratoga to be wholly included in the new expanded boundaries of the sewer district; and

**WHEREAS**, there would be no charge to the Town of Saratoga for its inclusion in the district unless the town was using the services; and

**WHEREAS**, there will be no ad valorem charges imposed on any property as a result of any expansion of the sewer district boundaries; and

**WHEREAS**, that no laterals will be permitted in Agricultural Districts unless specifically authorized by the Planning Board, Town Board and the Agricultural Farmland Protection Board; and

**WHEREAS**, the underlying purpose of this proposed expansion is to look to serve the future needs of the county's growing population; now therefore be it

**RESOLVED**, that the Town of Saratoga requests to be wholly included in the new boundaries of the Saratoga County Sewer District #1.

On a motion by Councilman Michael McLoughlin and seconded by Councilman Charles Hanehan the following **Resolution #11-46 – Tenant Lease – Dr. Thomas Rosano** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – absent. Carried 4 – 0.

**WHEREAS**, the Town has excess space in the Town Hall at 12 Spring Street, Schuylerville, NY which is unneeded for Town purposes, and which has been leased previously; and

**WHEREAS**, the Town Board desires to lease such excess space for fair and adequate consideration; it is hereby

**RESOLVED**, that approximately 160 square feet of space in the north wing, second floor of the Town Hall be leased to Dr. Thomas Rosano on a month to month basis at a monthly rental of \$150.00, said rent and other terms to be as set forth under a form of lease agreement to be executed by the parties; and it is further

**RESOLVED**, that the lease is subject to his removal of all his property from the center common area of the North wing, second floor; and it is further

**RESOLVED**, that the Town Supervisor is authorized to enter into said lease agreement to carry out this resolution, subject to approval of the Town Attorney as to form.

On a motion by Councilman Charles Hanehan and seconded by Councilman Michael McLoughlin the following **Resolution #11-47 Board of Assessment Review Appointment – Wendy Lukas** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – absent. Carried 4 – 0.

**WHEREAS**, there is a vacancy on the Board of Assessment Review; therefore be it

**RESOLVED**, that the Town Board of the Town of Saratoga hereby appoints Wendy Lukas for a 5-year term from 10/1/2010 – 09/30/2015.

On a motion by Councilman Fred Drumm and seconded by Councilman Michael McLoughlin the following **Resolution #11-48 Standard Work Day Reporting** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – 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 April 11, 2011, the following resolution was made as indicated above,

**BE IT RESOLVED**, that the Town of Saratoga hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees’ Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body:

Title	Name	Social Security Number (Last 4 digits)	Registration Number	Standard Work Day (hrs/day)	Term Begins/Ends	Participates In Employer’s Time Keeping System (Y/N)	Days/Month (based on Record of Activities)
<b>Elected Officials</b>	(All began terms before August, 12, 2009)						
<b>Appointed Officials</b>							
Zoning Officer	Gilman Albert	4744	42340364	6	01/01/2011-12/31/2011	N	11.00
Deputy Town Clerk	Linda McCabe	6475	41052796	6	01/01/2011-12/31/2011	N	21.33
Justice Clerk	Bonnie Williams	4494	40982720	6	01/01/2011-12/31/2011	Y	
Justice Clerk	Anna Coleman	7670	50030782	6	01/01/2011-12/31/2011	Y	
Historian	Sean Kelleher	1060	38892964	6	01/01/2011-12/31/2011	N	5.00
Assessor	Victoria Hayner	0813	40811622	6	01/01/2011-12/31/2011	N	6.79



Assessor Clerk	Kathleen Canzone	6318	50166321	6	09/13/2011-12/31/2011	Y	

On a motion by Councilman Charles Hanahan and seconded by Councilman Michael McLoughlin the following **Resolution #11-49 Support of Reassessment Project – 2012 Assessment Roll** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – nay, Councilman Charles Hanahan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – absent. Carried 3 – 1.

**WHEREAS**, the Town Board has determined that a Reassessment Project should be completed for the 2012 Assessment Roll; therefore be it

**RESOLVED**, that the Town Board of the Town of Saratoga hereby authorizes the Reassessment Project as budgeted for in the 2011 budget with completion of the project to be budgeted for in the 2012 budget.

**Councilman Charles Hanahan**, who is on the Saratoga County Industrial Development Committee, stated that some counties are beginning to sponsor projects of not-for-profits. Supervisor Thomas Wood will inquire if Saratoga County is considering sponsoring not-for-profits.

**Communications:**

- ❖ **Hudson Crossing Park & Saratoga National Historical Park in Partnership are Hosting an Electronics Recycling Day on Friday, April 22<sup>nd</sup> from 2:00 – 7:00 p.m. at the Hudson Crossing Park Play Garden, Champlain Canal Lock 5, 121 Rt. 4. For more information: [www.hudsoncrossingpark.org](http://www.hudsoncrossingpark.org) or call (518) 859-1462. There is a charge of \$0.35/lb.**
- ❖ **Saratoga County is sponsoring a Veterans’ Discount Program. Honorably discharged veterans can apply through the Saratoga County Clerk’s Office. Call with questions – Saratoga County Clerk’s Office (518) 885-2213 or Saratoga County Veterans’ Agency (518) 884-4115.**

**Privilege of the floor:**

**Roger Sherman** inquired if the entire town, including the villages, would be included in the Saratoga County Sewer District’s expansion and he was told yes. **Chris Miller, an employee of the Saratoga County Sewer District**, added that with the expanded district it is planned that a new plant would be built in 14 years or so to accommodate Saratoga Springs and north.

**Chris Miller** stated that there is a portion of Russell Road where there is a drop in the road. Highway Superintendent Dave Hall responded that the town engineer has looked at this in the past and reported that it is a frost heave. It will be fixed once the blacktop plants open up again.

**Mayor Jim Sullivan, Wendy Lukas, and Roger Sherman** urged the board to consider forming an Ethics Committee where the town and the villages could be represented.

**Upcoming meetings:**

- ❖ **Agenda meeting – Thursday, May 5, 2011 at 7:00 p.m.**
- ❖ **Regular town board meeting – Monday, May 9, 2011 at 7:00 p.m.**

**Audit the Bills:** On a motion by Councilman Charles Hanehan and seconded by Councilman Fred Drumm the following **Resolution #11-50 Approving the payment of bills in Abstract 4G** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – absent Carried 4 – 0.

**RESOLVED**, by the Town Board of the Town of Saratoga to authorize payment of the bills listed in Abstract 4G (04/11/2011) in the following amounts:

<b>General Fund A</b>	<b>Voucher No. 100 through 131</b>	<b>\$ 13,803.35</b>
<b>General Fund B</b>	<b>Voucher No. 24 through 29</b>	<b>\$ 465.24</b>
<b>Highway DB</b>	<b>Voucher No. 52 through 81</b>	<b>\$ 19,530.33</b>
<b>CDBG CD1</b>	<b>Voucher No. 1 through 2</b>	<b><u>4,500.00</u></b>
	<b>Grand Total</b>	<b>\$ 38,298.92</b>

**A motion to adjourn at 9:30 p.m.** was made by Councilman Fred Drumm and seconded by Councilman Charles Hanehan. Supervisor Thomas Wood – aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan - aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – absent Carried 4 – 0.

Respectfully Submitted,

Ruth Drumm  
Town Clerk