

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

**August 12, 2013
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 – present

Also present: Deputy Town Clerk Linda McCabe, Highway Superintendent Don Ormsby Jr., Felipe Moon, Dave Meager, Ian Murray, Jim Gorham, Sean Kelleher, Dan McCabe and Chris Benn

Recognitions/Presentations/ Bid openings/ Public Hearings:

Dave Meager, Sales Representative, Adirondack Trust Insurance, addressed the board with Liability Insurance proposals. He gave a Summary of Insurance binder to the board and reviewed the premiums and coverages of the expiring policy, the HCC proposed policy and the NYMIR (NY Municipal Insurance Reciprocal) policy. The NYMIR premium was the lowest premium with the best coverages. A subscriber's agreement with NYMIR will be signed. This will include the annual capitalization fee that is due in each of the first five years of membership in NYMIR in the amount of \$622.

On a motion by Councilman Fred Drumm and seconded by Councilman Charles Hanehan the following **Resolution #13-91, Accept Contract Proposal with New York Municipal Insurance Reciprocal (NYMIR)** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye. Carried 5 – 0.

WHEREAS, the Adirondack Trust Insurance Agency has been the insurance agent for the Town's property-casualty insurance for the past 25 years; and

WHEREAS, said agency has offered superior service and advice to the Town and has marketed the insurance again this year for the Town's benefit; and

WHEREAS, this year, the agent has sought proposals from our incumbent insurer, Houston Casualty Company, as well as NYMIR; and

WHEREAS, the analysis of the proposals by said agency has shown that NYMIR has offered the lowest premium with improved coverage; now therefore

BE IT RESOLVED, that the Town of Saratoga hereby accepts the agency's property-casualty proposal through NYMIR (Crime with Travelers) for the upcoming year, 8/13/2013-8/12/2014, up to \$39,462; and

BE IT RESOLVED, that the Town of Saratoga expresses its intention to make this award to the agency and NYMIR for a five year period as long as premiums remain stable; and

BE IT RESOLVED, that the Town of Saratoga reserves the right to rescind this multi-year award at any time it is deemed appropriate for the Town to do so; therefore
BE IT RESOLVED, that the Supervisor is authorized to sign the Subscriber's Agreement with NYMIR after review and approval by the Town Attorney.

Major Filipe Moon, Saratoga County Director of Veterans Services Agency, addressed the board speaking of the need for a small space to council combat veterans and their families through The Albany Vet Center in our area.

On a motion by Councilman Michael McLoughlin and seconded by Councilman James Jennings the following **Resolution #13-93, Approving a Lease Agreement with the Albany Vet Center** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye. Carried 5 – 0.

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

WHEREAS, the Albany Veterans Center and Saratoga County Veterans' Service Agency has a need for space to provide counseling services to area combat veterans and their families; it is hereby

RESOLVED, that one office be leased to The Albany Vet Center with terms to be set forth under a form of lease agreement; and it is further,

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

Approval of Minutes: A motion was made by Councilman Fred Drumm and seconded by Councilman Michael McLoughlin to accept the minutes of the July 8th regular meeting and the July 29th special meeting as written. Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – no. Carried 4 – 1.

Town Clerk's report for July 2013: Fees paid to the NYS Dept. of Agriculture and Markets for the Animal Population Control Program \$89.00. Fees paid to New York D.E.C. for hunting and fishing licenses \$432.51. Marriage License fees to NYS Department of Health \$112.50. Dog license fees to Supervisor Thomas Wood \$411.00. Clerk fees to Supervisor Thomas Wood \$129.74. Total State and Local Revenues received were \$1,174.75. Town Clerk Ruth Drumm added that they have been busy issuing *Certificates of Residence* for Community College bound students. She also added that Hunting Licenses are now on sale, Monday, August 12th, with Doe permits available through close of business, October 1st.

Zoning Officer's report for July 2013: 9 Building Permits, 16 Building Inspections, 5 Certificates of Occupancy, 0 Junk Yard Permits, 2 Complaints, 1 Fire inspection, 0 Orders to Remedy, 5 misc. appointments, 0 Building Permit Renewals, and 0 Property Maintenance Inspections. A check for \$1,665.00 was given to Supervisor Thomas Wood.

Dog Control Officer's report for July 2013: answered 23 complaints, took 3 dogs to the shelter, 0 bite cases, issued 5 warnings, 11 summonses were issued, and traveled 217 miles.

Town Court report for July 2013: The following were closed: 55 Vehicle & Traffic, 8 Criminal/Penal Law, 5 DEC/ENCON, 4 Dog cases, 0 DWIs, 0 Town & Village Ordinances, 0 Small Claims/Civil, 2 Evictions, 0 Bench trials, 1 (case transfers) Divestiture Forms sent to County Court, 0 Defendants sentenced to probation, 25 hours of community service issued, 60 days of jail time issued, 3 Orders of Protection issued, and \$9,403.00 in fees were paid to the NY State Comptroller.

Historian's report: Sean Kelleher submitted the following:

I have been working with the Hudson Hoosic Partnership on a planning grant for the new Turning Point Visitors Center at our old Town Hall. This past month the community celebrated its heritage with the Turning Point Parade and Festival and 18th Century Day at the Schuyler House.

Assessor's report: Victoria Hayner submitted the following for August 2013:

During the month of June and July we processed 20 sales transfers. 12 transfers were valid sales and 8 were non-valid. The sales represented (17) residential properties and (3) were vacant land.

I have 1 small claim hearing which will be heard during the months of August and September and we have had one Article 7 filed against the Town for the "mill" property owned by Riverview Realty.

The Assessor's Office is open Tuesday and Wednesday mornings from 9:00 AM – 1:00 PM through October 1st and we continue to make ourselves available to property owners that may have a concern regarding the inventory on their property.

Highway Superintendent's report for July:

- ❖ Addressed multiple shoulder washouts from the July 2nd storm.
- ❖ Roadside mowing is ongoing.
- ❖ Completed shoulder work on Fitch Road.
- ❖ Have been ditching on Hathaway, Burke, Brown, and Casey Road with one culvert replacement.
- ❖ Addressing potholes
- ❖ ABS units had to be replaced on truck 2 after its brake inspection.
- ❖ Replaced calipers on pickup 1 and alternator on pickup 2.
- ❖ Town boat launch on Rt. 4 seems to be getting more use.

Supervisor's report: SUPERVISOR'S REPORT JULY 2013

GENERAL FUND – TOWNWIDE (A FUND)	
Balance on hand JULY 1	\$ 1,112,631.20
JULY Revenues	+ 18,350.56
JULY Disbursements	- <u>45,939.18</u>
Balance JULY 31	\$ 1,085,042.58

GENERAL FUND – OUTSIDE VILLAGE (B FUND)	
Balance on hand JULY 1	\$ 788,117.16
JULY Revenues	+ 3,639.31
JULY Disbursements	- <u>82,067.63</u>

Balance JULY 31 \$ 709,688.84

HIGHWAY FUND – OUTSIDE VILLAGE (DB FUND)

Balance on hand JULY 1 \$ 986,360.37
JULY Revenues + 209,972.10
JULY Disbursements - 116,714.39
Balance JULY 31 \$ 1,079,618.08

SCHUYLER PARK CAPITAL PROJECT JULY 31 \$ 149,890.27

YOUTH RECREATION & SERVICE JULY 31 \$ 1,390.66

HIGHWAY EQUIPMENT RESERVE JULY 31 \$ 12,882.05

BUILDING RESERVE JULY 31 \$ 42,462.36

SCENIC BY WAYS GRANT JULY 31 \$ 310.53

PARK RESERVE JULY 31 \$ 51,956.55

- ❖ Sales Tax Received – July 2013 - \$130,704 (includes quarterly adjustment)
- ❖ Mortgage Tax –June 2013 - \$10,724.50

Public comments on agenda items: No one spoke.

Committee reports:

Landfill: No report.

Insurance: No report.

Youth: Councilman Michael McLoughlin reported that it was suggested by a parent that someone is needed to coordinate information to all the parents of the swimmers. She has volunteered to do it next year.

Senior Citizens: No report.

Park Committee: No report.

Office of Emergency Management: No report.

GSES, QSFD, SLPID/SLA Reports:

General Schuyler Emergency Squad: Chris Benn reported that there were 57 calls in July; 25 for Town of Saratoga; 6 for Town of Northumberland; 18 for the Village of Schuylerville; 0 for Victory Mills; 1 mutual aid for Easton/Greenwich; 1 standby for Wilton; 4 cancelled and 2 no patient transports.

They provided EMT coverage at the Card Board Boat Races last Saturday. Chris Benn announced that their annual coin drop will be Saturday, August 17th from 8 am to 4 pm at the red light in Schuylerville.

Quaker Springs Fire Department: Don Ormsby Jr. reported that they have had 55 calls year to date.

SLPID/SLA (Saratoga Lake Association): No report.

Old business:

Old Town Hall Demolition Update: Supervisor Thomas Wood reported that the low bidder of the project, D&S Excavating, has yet to provide a certificate of insurance for Workers' Compensation. If it is not provided, we will need to go to the second lowest bidder. Town Attorney Bill Reynolds then stated that he received an e-mail from Town Engineer Ken Martin that the proof of insurance is coming.

Supervisor Thomas Wood stated that the purchase contract for the town hall with the NYS Department of Parks and Historic Preservation has been signed.

Old Town Garage Update: Supervisor Thomas Wood reported that the same bidder, D&S Excavating, will be doing the highway garage's demolition as soon as the proof of insurance is provided.

New business:

On a motion by Councilman Fred Drumm and seconded by Councilman Charles Hanehan the following **Resolution #13-88 Assessor Appointment** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye. Carried 5 – 0.

WHEREAS, Victoria Hayner has successfully completed the course of training as prescribed by the laws of the State of New York and the rules of the State Board of Real Property Services and has attained the designation of State Certified Assessor; and

WHEREAS, Victoria Hayner has met all NY State Qualification Standards for an appointed Assessor; now therefore be it

RESOLVED, that the Town Board hereby reappoints Victoria L. Hayner as Sole Assessor from 10/1/2013 to 9/30/2019.

On a motion by Councilman Charles Hanehan and seconded by Councilman Michael McLoughlin the following **Resolution #13-89 Turning Point Parade Committee Commendation** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye. Carried 5 – 0.

WHEREAS, the Turning Point Parade Committee is composed of numerous hard working, highly motivated, dedicated, community spirited individuals from the Village of Schuylerville and the Town of Saratoga; and

WHEREAS, they devote countless hours all year long planning for the annual Turning Point Parade Weekend; and

WHEREAS, they have worked together coordinating 19 consecutive, highly successful parades; and

WHEREAS, the parade and weekend events conducted on August 3-4, 2013 were the biggest and best to date; and

WHEREAS, the Turning Point Parade activities have been expanded to include activities including musical entertainment, Drum Corps exhibition, a carnival, and fireworks; and

WHEREAS, the parade and related activities brought thousands of people to the Village of Schuylerville; and

WHEREAS, the Parade focused attention and reminded residents of the historical importance of the Schuylerville area in the American fight for freedom and independence; and

WHEREAS, the Turning Point Parade is an integral component of the renewal and revitalization efforts taking place in Schuylerville; and

WHEREAS, the parade activities bring residents of the area together promoting a spirit of community and a hometown pride; now therefore be it

RESOLVED, that the Town Board of the Town of Saratoga does hereby recognize and honor to the highest degree possible all of the members of the Turning Point Parade Committee for their service to the Village of Schuylerville and the Town of Saratoga; and be it further

RESOLVED, that the Town of Saratoga continues to encourage and vigorously supports the Turning Point Parade Committee and their efforts.

On a motion by Councilman Charles Hanahan and seconded by Councilman Michael McLoughlin the following **Resolution #13-90 Authorization to do a Letter of Support for the Saratoga Springs Fire Department EMS Service** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanahan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye. Carried 5 – 0.

WHEREAS, the City of Saratoga Springs (“the City”) has been providing Paramedic Level Ambulance services for the City since February 2012 under a temporary (2 Year) Municipal Certificate of Need (“CON”); and

WHEREAS, we are also aware that pursuant to Article 30 of the New York State Public Health Law, the City is submitting an application for a permanent CON to the Department of Health to ensure continued operation of its Paramedic Ambulance service in the City; and

WHEREAS, if not for the City ambulance service, it is our belief that the needs of the City would not be met if the City was not to continue the Paramedic Ambulance service; now therefore be it

RESOLVED, that the Town Board of the Town of Saratoga does hereby Supervisor Thomas Wood to submit a Letter of Support for the proposed EMS Service in the City of Saratoga Springs.

On a motion by Councilman Fred Drumm and seconded by Councilman James Jennings the following **Resolution #13-92 Amend Resolution #11-100 Sale of Old Town Hall** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanahan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye. Carried 5 – 0.

WHEREAS, an amendment is needed to the resolved paragraph of Resolution #11-100, to change the sale from Friends of the Saratoga Battlefield to NYS Office of Parks, Recreation, and Historic Preservation (OPRHP) as follows:

RESOLVED, that the Town of Saratoga, by its Supervisor, Thomas N. Wood III, be authorized to enter into a contract of sale, and to sell the aforesaid real property to NYS Office of Parks, Recreation, and Historic Preservation (OPRHP) for the sum of \$115,000.00.

On a motion by Councilman Michael McLoughlin and seconded by Councilman Charles Hanehan the following **Resolution #13-94 Authorization for Supervisor Thomas Wood to Apply for a Planning Grant for the Saratoga Turning Point Visitor/Lakes to Locks Heritage Center** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye. Carried 5 – 0.

WHEREAS, the Town Board of the Town of Saratoga recognizes that detailed planning including site assessment, concept planning, provision for parking, stormwater management, lighting, landscaping and transportation engineering are required before construction on the Saratoga Turning Point Visitor/Lakes to Locks Heritage Center can begin; and

WHEREAS, the State of New York is making Consolidated Funding Application Grants available to perform such planning; now, therefore be it

RESOLVED, that the Town Board of The Town of Saratoga authorizes Supervisor Thomas Wood to apply at no cost to the town to the Capital District Regional Economic Development Council for a Planning Grant for a Landscape Plan for the Saratoga Turning Point Visitor/Lakes to Locks Heritage Center for a total project cost of up to \$100,000. The grant includes a site assessment and concept plan (\$35,000) and site, infrastructure and transportation engineering which includes parking, stormwater, lighting and landscaping (\$65,000).

Communications:

- ❖ Thank you note to the town board from **Sara Gronlund for the Town of Saratoga Scholarship.**
- ❖ **Robert Guay, Alcove Marina & Pub** – Notice that he is amending his on premise Liquor License

Privilege of the floor: No one spoke.

Upcoming meetings:

- ❖ **A Budget Workshop is scheduled for Thursday, August 22 at 6:00 pm at town hall.**
- ❖ **Agenda meeting – Thursday, September 5, 2013 at 7:00 p.m.**
- ❖ **Regular town board meeting – Monday, September 9, 2013 at 7:00 p.m.**

Audit the Bills: On a motion by Councilman Fred Drumm and seconded by Councilman Charles Hanehan the following **Resolution #13-95 Approving the payment of bills in Abstract 8G** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye Carried 5 – 0.

RESOLVED, by the Town Board of the Town of Saratoga to authorize payment of the bills listed in Abstract 8G (08/12/2013) in the following amounts:

General Fund A	Voucher No. 274 through 318	\$ 23,043.46
General Fund B	Voucher No. 35 through 38	\$ 598.22

Highway DB	Voucher No. 160 through 178	\$ 15,312.63
Schuyler Park H	Voucher No. 12 through 14	<u>\$ 1,007.25</u>
	Grand Total	\$39,961.56

A motion to adjourn at 9:13 p.m. was made by Councilman James Jennings 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 – aye Carried 5 – 0.

Respectfully Submitted,

Ruth Drumm
Town Clerk