

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

**December 12, 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 – present

Also present: Deputy Town Clerk Linda McCabe, Town Attorney Bill Reynolds, Tax Collector Jim Gorham, Don Ormsby Jr., Tim Holmes, Tom Drew, Wendy Lukas, and Geraldine Freedman

Public Hearings:

Proof of advertising in the *Saratogian* on December 2, 2011 having been furnished, Supervisor Thomas Wood opened the Public Hearing at 7:03 p.m. on Local Law #5 of 2011 which amends the real property tax exemption for disabled persons with limited income. No one came forward.

On a motion by Supervisor Thomas Wood and seconded by Councilman Fred Drumm the public hearing was closed at 7:04 p.m. Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye. Carried 5 – 0.

Bid Opening: RFP for HVAC for Tenant Wing – Bids were opened on December 1 by Supervisor Thomas Wood, Councilman Fred Drumm and Town Clerk Ruth Drumm. The bids were as follows:

- ❖ Northern Mechanical Services, 30 Progress Blvd., Queensbury, NY - \$34,200
- ❖ TMI Mechanical Contractors, 589 River St., Troy, NY - \$46,250

Approval of Minutes: A motion was made by Councilman James Jennings and seconded by Councilman Michael McLoughlin to accept the minutes of the November 10th regular meeting as written. Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye. Carried 5 – 0.

Town Clerk's report for November 2011: Fees paid to the NYS Dept. of Agriculture and Markets for the Animal Population Control Program \$55.00. Fees paid to New York D.E.C. for hunting and fishing licenses \$142.67. Dog license fees to Supervisor Thomas Wood \$225.00. Clerk fees to Supervisor Thomas Wood \$142.67. Total State, County, and Local Revenues received were \$676.84.

Zoning Officer's report for November 2011: 6 Building Permits, 14 Building Inspections, 3 Certificates of Occupancy, 0 Junk Yard Permits, 0 Complaints, 0 Fire inspections, 0 Orders to Remedy, 3 misc. appointments, 0 Building Permit Renewals, and 1 Property Maintenance Inspection. A check for \$812.50 was given to Supervisor Thomas Wood.

Dog Control Officer's report for November 2011: The report was read by Supervisor Thomas Wood: answered 23 complaints, took 3 dogs to the shelter, 1 bite case, issued 4 warnings, 13 summonses were issued, and traveled 186 miles.

Town Court report for November 2011: The following were closed: 65 Vehicle & Traffic, 6 Criminal/Penal Law, 0 DEC/ENCON, 4 Dog case, 3 DWIs, 0 Town & Village Ordinance, 1 Small Claims/Civil, 4 Evictions, 1 Bench trial, 0 (case transfers) Divestiture Forms sent to County Court, 0 attended the Science of Speed School, 0 Defendants sentenced to probation, 25 hours of community service issued, 0 days of jail time issued, 3 Orders of Protection issued, and \$8,158.00 in fees were paid to the NY State Comptroller.

Historian's report: Sean Kelleher submitted the following:

This past month I hosted a meeting with Delaware Engineering and the National Park Service on a proposed North or Future #2 Sewerage Plant for Saratoga County. This was one of the most positive meetings that I have participated in with an engineering firm. The Sewerage Commission should be commended in their concern about our community. I also know if it was not for the leadership of Supervisor Wood that this opportunity would not have been provided. I feel that the engineer listened to our concerns and was very active in visioning how the plans can mitigate impacts on cultural/historic resources while providing positive impacts for our community. I am hopeful that we can find a win-win situation and this can become a new model on how we as a community can work together to avoid some of the costly public works errors of the past. I would like to encourage the Town Board to put this plant and proposed sewerage pipe on their radar screen. I am aware of the efforts and time that Councilman Drumm and Hanehan have put into this project. It is still early in the planning process however from the little that I know about this project, I believe that this will be one of the community's major infrastructure programs for the early 21st Century.

As Historian, I have seen how major public projects in the 1920s still have a huge impact in our community. I believe that this could be a similar project. I see the potential impacts are well beyond the scope of the Historian's office. This project has a potential for some very big pluses and a few negatives for Saratoga. As I end my report, I would like to remind you of the remarkable history that changed the world that happened in our community. One way to measure the importance of our community's role in the Nation is to remember that the first National Day of Thanksgiving was proclaimed by the Continental Congress on December 18, 1777 to celebrate the American Victory on the land that you stand on today. May everyone have an enjoyable holiday season and a prosperous and healthy New Year.

The Old Saratoga Happenings for December is on the website, townofsaratoga.com.

Assessor's report: Victoria Hayner submitted the following for November: November was a busy month getting ready for the annual exemption renewal time. All renewals have been addressed and are ready to mail. Senior exemptions and agricultural exemption renewals will be mailed to all property owners who filed last year by December 8th. Renewal forms need to be filed in our new office at 12 Spring Street before March 1, 2012.

Sales continue to be processed for the town in addition to the updating of Building permits applications and Certificate of Occupancy's that were issued in November. During the month of November we processed 8 sales of which 1 was a valid sales and 7 were invalid sales. Of these sales, 5 properties were residential properties, 2 vacant parcels and 1 commercial property.

We also continued our work on the revaluation project. Field review is complete (except for updates due to building permits and further investigation on a few properties) and the process of valuation is well underway.

The Assessor's Office is open Monday through Thursday from 9:00 AM – 1:00 PM or appointments may be scheduled at other times if necessary.

Highway Superintendent's report for November:

- ❖ All dirt roads have been shaped up for the season.
- ❖ The 4" drainage pipes on the shoulder of Fitch Road are working out well and have taken care of the water problem.
- ❖ We have been cutting brush around the town to improve sight problems in intersections.
- ❖ All trucks have been set up for the winter season.

Supervisor's report: SUPERVISOR'S REPORT NOVEMBER 2011

GENERAL FUND – TOWNWIDE (A FUND)

Balance on hand NOV 1	\$	794,551.58
NOV Revenues	+	60,641.75
NOV Disbursements	-	<u>97,852.34</u>
Balance NOV 30	\$	757,340.99

GENERAL FUND – OUTSIDE VILLAGE (B FUND)

Balance on hand NOV 1	\$	403,952.87
NOV Revenues	+	148,179.52
NOV Disbursements	-	<u>6,355.12</u>
Balance NOV 30	\$	545,777.27

HIGHWAY FUND – OUTSIDE VILLAGE (DB FUND)

Balance on hand NOV 1	\$	1,115,140.63
NOV Revenues	+	46,862.04
NOV Disbursements	-	<u>118,017.51</u>
Balance NOV 30	\$	1,043,985.16

SCHUYLER PARK CAPITAL PROJECT NOV 30 \$ 98,088.95

YOUTH RECREATION & SERVICE NOV 30	\$ 2,132.66
HIGHWAY EQUIPMENT RESERVE NOV 30	\$ 12,835.97
BUILDING RESERVE NOV 30	\$ 150,600.86
SCENIC BY WAYS GRANT NOV 30	\$ 310.19
PARK RESERVE NOV 30	\$ 51,956.55
CDBG2 FUND NOV 30	\$ 0.00

- ❖ **Sales Tax Received – November 2011 - \$88,126**
- ❖ **Mortgage Tax Received – April through September - \$49,593**
- ❖ **Tenant Updates – Supervisor Thomas Wood reported that there are lease resolutions under new business.**

Public comments on agenda items: No one spoke.

Committee reports:

Landfill: No report.

Insurance: A check for \$23,128.53 has been received as reimbursement for the flood damage claim submitted from the storms in the fall.

Youth: Supervisor Thomas Wood reported that a \$4,000 check has been received from the Saratoga County Youth Bureau for reimbursement of expenses from Youth Day.

Senior Citizens: Councilman James Jennings reported that **the Old Saratoga Seniors** have a Christmas party planned for December 15th at Longfellow's with 71 people signed up. A trip is planned in March to go to the Log Cabin in MA. The next meeting will be on January 4, 2012.

Councilman James Jennings reported that the **Quaker Springs Seniors** met today for a Christmas party with 33 members attending.

Park Committee: No report.

Office of Emergency Management: Supervisor Thomas Wood reported that Sherry Doubleday continues to work on our FEMA applications for reimbursement from the storm damage to culverts in the town.

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

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

Old business:

Supervisor Thomas Wood reported on the sale of the old town hall. A conference call occurred with Town Attorney Bill Reynolds, Supervisor Thomas Wood, representatives from Senator Roy McDonald’s office, the State Budget Office, State Comptroller’s Office, and State Parks and Recreation along with Tim Holmes of the Friends of the Saratoga Battlefield. A contract for \$115,000 is being drawn up and should be signed by the end of the year. Friends of the Saratoga Battlefield are hosting and facilitating the sale and will take title.

Supervisor Thomas Wood also reported that last Thursday the Governor announced the Economic Development Council’s grant awards. The Capital Region received \$63 million. Locally, \$191,000 will go to renovations on the old town hall as a Regional Visitors Center and \$300,000 to repair the Dix Bridge.

New business:

On a motion by Councilman James Jennings and seconded by Councilman Michael McLoughlin the following **Resolution #11 -109 Adoption of Local Law #5 of 2011 Disability Tax Exemption** 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 has recognized the need to increase the Disability Tax Exemption due to inflation; and

WHEREAS, the Town Board of the Town of Saratoga has held a public hearing and received input from the townspeople; now therefore be it

RESOLVED, by the Town Board of the Town of Saratoga to adopt **Local Law #5 of 2011 increasing the Disability Tax Exemption.**

(Local Law #5 of 2011 is attached.)

Local Law Filing

41 STATE

STREET, ALBANY, NY 12231

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

Town of Saratoga

Local Law No. 5 of the year 2011

A local law amending the real property tax exemption for disabled persons with limited income

Be it enacted by the Town Board
_____ of the

(Name of Legislative Body)

Town of _____ Saratoga _____

as follows:

Section 1 – Exemption granted and schedule of income eligibility

Section 375-6 of the Town Code of the Town of Saratoga is amended to read as follows:

Subject to all of the conditions, definitions and requirements set forth in Section 459-C of the Real Property Tax Law, real property owned by one or more persons with disabilities, or real property owned by a husband and wife, or both, or by siblings, at least one of whom has a disability, and whose income is limited by reason of such disability, shall be exempt from taxation to the extent set forth in the schedule below:

<u>ANNUAL INCOME</u>	<u>PERCENTAGE EXEMPTION</u>
Less than \$16, 501	50
\$16,501 but less than \$17,500	45
\$17,501 but less than \$18,500	40
\$18,501 but less than \$19,500	35
\$19,501 but less than \$20,500	30
\$20,501 but less than \$21,500	25
\$21,501 but less than \$22,500	20
\$22,501 but less than \$23,500	15
\$23,501 but less than \$24,500	10
\$24,501 but less than \$25,500	5

The income schedule set forth above shall be that for the latest preceding income tax year prior to the date of application. Where title is vested in either the husband or wife, or one sibling, their combined income may not exceed such sum.

Section 2 – Effective Date

This local law shall take effect immediately.

On a motion by Councilman Fred Drumm and seconded by Councilman Charles Hanehan the following **Resolution #11-110 Approving Lease – Saratoga Surveillance** 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 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 100 square feet of space in the north wing, second floor of the Town Hall, Suite 203, Room 2, be leased to Saratoga Surveillance on a month to month basis for a monthly rental amount of \$108.00 and other terms to be as set forth under a form of lease agreement presently in use for other business tenants in the Town Hall; 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.

On a motion by Councilman Charles Hanahan and seconded by Councilman Michael McLoughlin the following **Resolution #11- 111 Appointment to the Board of Assessment Review** 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 term of appointment on the Board of Assessment Review for Frank Merrill expired on September 30, 2011; therefore be it

RESOLVED, that the Town Board of the Town of Saratoga hereby reappoints Frank Merrill for another 5-year term from 10/1/2011 – 09/30/2016.

On a motion by Councilman Michael McLoughlin and seconded by Councilman Fred Drumm the following **Resolution #11-112 – Approval to enter into a Contract with General Schuyler Emergency Squad** 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 Town Board of the Town of Saratoga is authorized by virtue of Section 122 (B) of the General Municipal Law of the State of New York to provide general ambulance service for the town; and

WHEREAS, the **GENERAL SCHUYLER EMERGENCY SQUAD** has trained and experienced personnel and is certified by the Department of Health of the State of New York as an ambulance service; and

WHEREAS, the GSES is desirous of furnishing emergency medical services to the town under the terms and conditions set forth in the EMS agreement; now, therefore be it,

RESOLVED, by the Town Board of the Town of Saratoga to authorize entering into the EMERGENCY MEDICAL SERVICES (EMS) AGREEMENT with the **GENERAL SCHUYLER EMERGENCY SQUAD**, for a term of January 1, 2012 through December 31, 2012 and will provide consideration in the amount of \$284,918.64. The full agreement is on file in the office of the Town Clerk; and it is further

RESOLVED, that the form of such contract shall be subject to prior review and approval by the town attorney.

On a motion by Councilman Charles Hanahan and seconded by Councilman Fred Drumm the following **Resolution #11-113 – Approval to enter into a Contract with David Nevins Fire Department** 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.

RESOLVED by the Town Board of the Town of Saratoga to authorize entering into the fire protection contract with the Village of Victory, for a term of January 1, 2012 through December 31, 2012 and will provide consideration to the Village of Victory in the amount of \$11,900.70. The full agreement is on file in the office of the Town Clerk; and it is further

RESOLVED, that the form of such contract shall be subject to prior review and approval by the town attorney.

On a motion by Councilman Fred Drumm and seconded by Councilman Michael McLoughlin the following **Resolution #11-114 – Approval to enter into a Contract with Schuyler Hose Fire Department** 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 entering into the fire protection contract with the Village of Schuylerville, for a term of January 1, 2012 through December 31, 2012 and will provide consideration to the Village of Schuylerville in the amount of \$33,871.24. The full agreement is on file in the office of the Town Clerk; and it is further

RESOLVED, that the form of such contract shall be subject to prior review and approval by the town attorney.

On a motion by Councilman James Jennings and seconded by Councilman Fred Drumm the following **Resolution # 11-115 – Approval to enter into Contracts with Senior Citizens** 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 has determined that it is in the public interest to offer support and recreational services to the elderly residents of the Town; and

WHEREAS, the Old Saratoga Seniors and Quaker Springs Seniors have offered to provide such services to senior citizens who are residents of the Town; it is now therefore

RESOLVED, that the Supervisor is authorized to sign contracts with Old Saratoga Seniors and Quaker Springs Seniors to provide support and recreational services to senior citizen residents of the town for the 2012 calendar year at a cost of \$2,500.00 for each contract; and it is further

RESOLVED, that the form of such contracts shall be subject to prior review and approval by the Town Attorney.

On a motion by Councilman Fred Drumm and seconded by Councilman Michael McLoughlin the following **Resolution # 11-116- Approval to enter into Contract for Attorney Services** 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 has determined that it is in the town's interest to have the services of William F. Reynolds as an attorney for the town as needed; therefore be it

RESOLVED, that the Supervisor is authorized to sign a contract with William F. Reynolds for attorney services for 2012 in the amount of \$30,000 for general legal services for town business with additional services for litigation at an hourly rate of \$150.00 per hour.

On a motion by Councilman Michael McLoughlin and seconded by Councilman Charles Hanehan the following **Resolution #11-117 – Amendment to Employee Handbook – Health Ins. Premium – Employee Contribution** 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 has agreed, as a cost saving measure, to reduce the Town's portion of the medical insurance premiums paid for full-time employees and for full-time elected officials hired or elected on or after January 1, 2012 to 80% of the premium for individual, two person, or family medical insurance coverage; therefore be it

RESOLVED, by the Town Board of the Town of Saratoga to **amend the Town of Saratoga's Employee Handbook, Section 805 – Premium Payment-** to add – The Town will pay 80% of the premium for individual, two person, or family medical insurance coverage, as the case may be, for each eligible full-time employee or full-time Elected Official hired or elected on or after January 1, 2012.

On a motion by Councilman Fred Drumm and seconded by Councilman Michael McLoughlin the following **Resolution #11-118 -Amendment to Employee Handbook – Section 703 – Call-In Pay** 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 has agreed to increase the call-in pay for full-time employees who work outside of the employee's scheduled work shift to a minimum of four hours; therefore be it

RESOLVED, by the Town Board of the Town of Saratoga to **amend the Town of Saratoga's Employee Handbook, Section 703 – Call-In Pay-** to increase the call-in pay for full-time employees who work outside of the employee's scheduled work shift to a minimum of four hours pay at the employee's regular rate of pay. This shall become effective January 1, 2012.

On a motion by Councilman Charles Hanehan and seconded by Councilman James Jennings the following **Resolution #11-119 – Fund Transfer - \$9,200 from Contingent to Buildings** 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 the need for heat and air conditioning improvements to the north wing, second floor space; now therefore be it

RESOLVED, by the Town Board of the Town of Saratoga to transfer \$9,200 from Contingent Account A1990.4 to Buildings Contractual Account A1620.4 to pay for such improvements.

On a motion by Councilman Michael McLoughlin and seconded by Councilman James Jennings the following **Resolution #11-120 – Approving Lease – Dr. Rosano** 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 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 his present lease will terminate and approximately 96.7 square feet of space in Lab 1 and 483 square feet in Lab 2 in the north wing, second floor of the Town Hall be leased to Dr. Thomas Rosano for one year at a monthly rental amount of \$600 and other terms to be set forth under a form of lease agreement presently in use for other business tenants in the Town Hall; 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 Michael McLoughlin and seconded by Councilman Fred Drumm the following **Resolution #11-121 – Bid Acceptance – HVAC for Tenant Wing** 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 has recognized the need for the removal of an air discharge blower and HVAC unit and for the installation of a replacement HVAC unit on the north wing of the town hall serving the second floor at 12 Spring Street, Schuylerville, NY; and

WHEREAS, the Town Board of the Town of Saratoga received bids via solicitation of bids by public advertising in the *Saratogian* on November 18th as follows:

- **Northern Mechanical Services, 30 Progress Blvd., Queensbury, NY - \$34,200**
- TMI Mechanical Contractors, 589 River St., Troy, NY 12180 - \$46,250

; now therefore be it

RESOLVED, that the lowest bid from **Northern Mechanical Services, 30 Progress Blvd., Queensbury, NY** in the amount of **\$34,200** be accepted pending review and approval by Town Attorney William Reynolds and Town Engineer Ken Martin that the bid specifications are met.

On a motion by Councilman Fred Drumm and seconded by Councilman Michael McLoughlin the following **Resolution #11-122 – Marvin & Co. Lease** 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 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 608 square feet of space in the North wing, first floor of the Town Hall (Suite 103) be leased to Marvin and Company, LLC, PO Box 104, Schuylerville, NY 12871, for a term of one year at an annual base rental of \$5,472.00 (exclusive of “triple net charges”), said rent and other terms to be as set forth under a form of lease agreement presently in use for other business tenants in the Town Hall; 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.

On a motion by Councilman Charles Hanehan and seconded by Councilman Michael McLoughlin the following **Resolution #11-123 – Adopting the Saratoga County Multi-Jurisdictional Multi-Hazard Mitigation Plan** 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 of Saratoga, with the assistance from Saratoga County, has gathered information and prepared the Saratoga County Plan; and

WHEREAS, the Saratoga County Plan has been prepared in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, the Town of Saratoga is a local unit of government that has afforded the citizens an opportunity to comment and provide input in the Plan and the actions in the Plan; and

WHEREAS, the Town Board has reviewed the Plan and affirms that the Plan will be updated no less than every five years; now therefore be it

RESOLVED, by the Town Board that the Town of Saratoga adopts the Saratoga County Plan as this jurisdiction’s Natural Hazard Mitigation Plan, and resolves to execute the actions in the Plan.

On a motion by Councilman Michael McLoughlin and seconded by Councilman Charles Hanehan the following **Resolution #11-124 – Amendment to Employee Handbook – Vacation Days for Employees with 15 years+** 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 has agreed to follow the vacation allowance that Saratoga County employees receive; therefore be it

RESOLVED by the Town Board of the Town of Saratoga to amend the Town of Saratoga’s Employee Handbook, Section 802 Vacation Leave – Allowance – C. as of January 1, 2012 as follows:

C. Thereafter, vacation leave will be credited each January 1 as follows:

CONTINUOUS SERVICE COMPLETED	VACATION LEAVE CREDITED
Less than 7 years	10 days
At least 7 years, but less than 11 years	15 days
At least 11 years, but less than 15 years	20 days
*At least 15 years and more	

* Upon completion of fifteen (15) years of service, employees shall receive an additional five (5) days of vacation. Such fifth week of vacation shall be in exchange for five (5) sick days. These five (5) sick days will automatically be removed from the employee’s sick bank unless the employee gives notice to the town thirty (30) days prior to his/her anniversary date that such a benefit is not wanted. The employee must have at least five (5) sick days in his/her bank to qualify.

On a motion by Councilman James Jennings and seconded by Councilman Fred Drumm the following **Resolution #11-125 – Fund Transfer - \$500 from Assessor Clerk to Assessor Revaluation Consultant** 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 expenditures for the Assessor Revaluation Consultant Account A1355.11 has exceeded the budgeted amounts; therefore be it

RESOLVED, by the Town Board of the Town of Saratoga to transfer \$500 from Assessor Clerk Account A1355.11 to Assessor Revaluation Consultant Account A1355.401.

On a motion by Councilman Michael McLoughlin and seconded by Councilman Fred Drumm the following **Resolution #11-126 – Fund Transfer - \$15,000 from Contingent to Buildings Contractual** 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 expenditures for the Buildings Contractual Account A1620.4 has exceeded the budgeted amounts; therefore be it

RESOLVED, by the Town Board of the Town of Saratoga to transfer \$15,000 from Contingent Account A1990.4 to Buildings Contractual Account A1620.4.

On a motion by Councilman Charles Hanehan and seconded by Councilman Michael McLoughlin the following **Resolution #11-127 – Fund Transfer - \$500 from Contingent to Highway Garage Contractual** 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 expenditures for the Highway Buildings Contractual Account A5132.4 has exceeded the budgeted amounts; therefore be it

RESOLVED, by the Town Board of the Town of Saratoga to transfer \$500 from Contingent Account A1990.4 to Highway Buildings Contractual Account A5132.4.

Communications:

- ❖ **National Grid sent a *Notification of Routine Tree Maintenance* to start 11/28/2011 through 3/31/2012 to the town board for the service area of 213 Route 32 S.**
- ❖ **Association of Towns Training School and Annual Meeting – February 19-22, 2012 at the NY Hilton, New York City**

Privilege of the floor:

Geraldine Freedman asked for clarification on the fire contracts and Governor's grants.
Tom Drew requested that the board speak up so he can hear their discussions.

Upcoming meetings:

- ❖ **Town Board Special Meeting – End of Year Audit of Bills – Thursday, December 29, 2011 at 11:00 a.m.**
- ❖ **Town Board Agenda Meeting – Thursday, January 5, 2012 at 7:00 p.m.**

❖ **Regular Town Board Meeting – Monday, January 9, 2012 at 7:00 p.m.**

Audit the Bills: On a motion by Councilman James Jennings and seconded by Councilman Charles Hanehan the following **Resolution #11-128 Approving the payment of bills in Abstract 12G** 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 12G (12/12/2011) in the following amounts:

General Fund A	Voucher No. 387 through 423	\$ 13,287.96
General Fund B	Voucher No. 85 through 96	\$ 1,834.98
Highway DB	Voucher No. 267 through 291	\$ 22,837.77
Schuyler Park H	Voucher No. 31 through 35	\$ 3,866.33
CDBG CD2	Voucher No. 39 through 44	<u>\$ 27,024.00</u>
	Grand Total	\$ 68,851.04

A motion to adjourn at 8:45 p.m. was made by Councilman Fred Drumm and seconded by Councilman James Jennings. 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