

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

**November 8, 2012  
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, Zoning Officer Gil Albert, Town Attorney Bill Reynolds, Highway Superintendent Don Ormsby Jr., Chris Benn, Geraldine Freedman and Jim Gorham

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

**Public Hearing - 2013 Budget:** Supervisor Thomas Wood reported that the board has met on three occasions to work on the budget. He then reviewed some basic information concerning the proposed 2013 budget. He noted that a cost of living salary increase of 2% is included. He added there were also increases in the cost of health insurance and state retirement obligations. Spending was cut from many departments and he is budgeting closer to actual costs. The actual tax levy increased by only \$1,556 or .237%. Since the revaluation of properties in the town, the total taxable assessed value of properties decreased by \$15,137,227. This caused most of the increase in the town tax rate. Supervisor Thomas Wood added that the total assessed value of properties in Saratoga County also went down. He noted that it is a lean and responsible budget. The town tax rate will increase by \$.034800. The estimated tax rate will be \$1.107200.

**Proof of advertising in the *Saratogian* on October 26, 2012 having been furnished, Supervisor Thomas Wood opened the Public Hearing at 7:10 p.m. on the 2013 budget.**

**No one spoke.**

**On a motion by Supervisor Thomas Wood and seconded by Councilman Fred Drumm the public hearing was closed at 7:11 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 Review- Dump/Spreader Body & Plow:**

Arrowhead Equipment Inc.                      \$ 66,601    Body & Plow  
106 Luzerne Rd.  
Queensbury, NY

T & T Sales Inc. \$ 77,161 Body & Plow  
409-411 Old Niskayuna Rd  
Latham, NY 12110

Henderson Truck Equipment \$79,140 Body & Plow  
22686 Fisher Rd.  
Watertown, NY 13601

**Highway Superintendent Don Ormsby Jr. recommended that the board accept the bid from Henderson Truck Equipment as it most closely met the specifications.**

**Approval of Minutes:** A motion was made by Councilman Michael McLoughlin and seconded by Councilman Charles Hanehan to accept the minutes of the October 10<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 - aye. Carried 5 - 0.

**Town Clerk's report for October 2012:** Fees paid to the NYS Dept. of Agriculture and Markets for the Animal Population Control Program \$58.00. Fees paid to New York D.E.C. for hunting and fishing licenses \$1,059.29. Dog license fees to Supervisor Thomas Wood \$260.00. Clerk fees to Supervisor Thomas Wood \$77.21. Total State and Local Revenues received were \$1,477.00.

**Zoning Officer's report for October 2012:** 8 Building Permits, 13 Building Inspections, 5 Certificates of Occupancy, 0 Junk Yard Permits, 2 Complaints, 0 Fire inspections, 0 Orders to Remedy, 0 misc. appointments, 2 Building Permit Renewals, and 0 Property Maintenance Inspections. A check for \$1,415.00 was given to Supervisor Thomas Wood.

**Dog Control Officer's report for October 2012:** The report was read by Supervisor Thomas Wood: answered 18 complaints, took 5 dogs to the shelter, 1 bite case, issued 8 warnings, 3 summonses were issued, and traveled 241 miles.

**Town Court report for October 2012:** The following were closed: 63 Vehicle & Traffic, 17 Criminal/Penal Law, 0 DEC/ENCON, 1 Dog case, 2 DWIs, 0 Town & Village Ordinance, 0 Small Claims/Civil, 7 Evictions, 0 Bench trials, 0 (case transfers) Divestiture Forms sent to County Court, 3 attended the Science of Speed School, 1 Defendant sentenced to probation, 28 hours of community service issued, 180 days of jail time issued, 5 Orders of Protection issued, and \$8,606.00 in fees were paid to the NY State Comptroller.

**Historian's report:** Sean Kelleher submitted the following:

The next meeting of the Heritage Hunters of Saratoga County will meet on Saturday, November 17, at 1pm at Town Hall, Lynn Calvin, genealogy researcher; will present "Searching Through Probate Records". His talk will include the history and structure of New York's probate courts; the process of probate; why probate records are useful in genealogical research; and where to find records in NY and other states. Public is welcome. For information call 587-2978.

**Assessor’s report:** Victoria Hayner submitted the following for November:  
The Assessor’s Office continues to update the file as sales are completed. During the last few months we have had 30 sales of which 15 sales were for residential properties, 10 were for vacant properties and 3 were for commercial properties. 19 of those sales were non-valid sales and 11 were valid, arms length transactions.

We are preparing for the Exemption renewal season. Renewal applications will be mailed in mid-December. Exemptions must be filed with our office by March 1, 2013. If you have questions regarding exemptions, please call our office.

The Assessor’s Office is open Tuesday through Thursday from 9:00 AM until 1:00 PM until December when we will be open 4 days (Monday through Thursday). I am in the office on Tuesdays and Thursdays from 9:00 AM until 1:00 PM. As always, I am willing to set up appointments if necessary.

**Highway Superintendent’s report for October:**

- ❖ Reclaimed, regraded, and placed binder on a portion of Fitch Road. It will be topped in the spring.
- ❖ Binder has been placed on the Russell Road repair. It will be topped in the spring.
- ❖ Shoulders have been filled on multiple roads.
- ❖ Wright Road has been shimmed and black topped.
- ❖ The tire tracking on the west end of Duell road has been shimmed.
- ❖ The line stripes have been started on the Town Hall parking lot and should be finished this week.
- ❖ The prepping of trucks for winter with plow frames and sanders has begun.

**Supervisor’s report: SUPERVISOR’S REPORT OCTOBER 2012**

**GENERAL FUND – TOWNWIDE (A FUND)**

Balance on hand OCT 1	\$ 765,236.04
OCT Revenues	+ 64,105.83
OCT Disbursements	- <u>99,831.27</u>
Balance OCT 31	\$ 729,510.60

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

Balance on hand OCT 1	\$ 732,317.58
OCT Revenues	+128,565.00
OCT Disbursements	- <u>3,608.47</u>
Balance OCT 31	\$ 857,274.11

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

Balance on hand OCT 1	\$1,318,285.83
OCT Revenues	+ 217.80
OCT Disbursements	- <u>54,064.83</u>
Balance OCT 31	\$1,264,438.80

SCHUYLER PARK CAPITAL PROJECT OCT 31 \$ 123,243.97

YOUTH RECREATION & SERVICE OCT 31 \$ 1,458.07

HIGHWAY EQUIPMENT RESERVE OCT 31 \$ 12,863.87

BUILDING RESERVE OCT 31	\$ 56,797.40
SCENIC BY WAYS GRANT OCT 31	\$ 310.45
PARK RESERVE OCT 31	\$ 51,956.55
CDBG2 FUND OCT 31	\$ 0.00

- ❖ **Sales Tax Received – October 2012 - \$128,000 which included a quarterly adjustment**
- ❖ **Mortgage Tax Received – September 2012 - \$10,409**
- ❖ **Planning Board Notice of Lead Agency for Verizon Cell Tower was fine with the board.**
- ❖ **Green Fiber check received for \$45.50 for the cardboard and paper to be recycled.**
- ❖ **Tenant Updates:**
  - **Marvin Olick, Marvin & Company Community Revitalization –** There will be a Memorial Service for him on November 16<sup>th</sup>. The rent is paid through the end of the year. The space will be available in January.
  - **Tioga Construction has signed a lease for Suite 203, Rm. 3E.**
  - **Empire Building Products may stay through December.**
  - **A potential tenant has shown interest in the small suite in the upstairs north wing.**

**Supervisor Thomas Wood noted** that the large center section of the upstairs north wing has been painted and is ready for carpet installation. Tim Blanchard is now weather stripping around the exterior doors. He is doing a great job for the town.

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

**Committee reports:**

**Landfill:** Phoenix Lab took samples in October. Engineer Ken Martin is reviewing the findings and discussing the bill which has gone up considerably.

**Insurance: No report.**

**Youth: No report.**

**Senior Citizens:**

**Councilman James Jennings** reported that the **Old Saratoga Senior's** met on October 17<sup>th</sup> with 42 members attending. A trip to Ehrhardt's, Hawley, PA. on March 27, 2013. They met again on November 7<sup>th</sup> with 60 members attending. Gary Ferris provided musical entertainment. The Christmas Party will be on December 5<sup>th</sup> at the American Legion in Schuylerville.

**Quaker Springs Seniors- 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 they had 31 calls in September: 11 in Town of Saratoga, 3 in Town of Northumberland, 16 in Village of Schuylerville, 0 in Victory Mills, and 1 Wilton standby. They had 52 calls in October: 17 in Town of Saratoga, 11 in Town of Northumberland, 17 in Village of Schuylerville, 5 in Victory Mills, and 2 Wilton standbys. Chris Benn added that they continue with ongoing training. In December they will be trained on treating difficult patients. They are starting their Thanksgiving drive to provide 2 meal baskets and plan to provide 2 meal baskets for Christmas also.

**Quaker Springs Fire Department:** Don Ormsby Jr. reported that they had 75 calls year-to-date.

**Old business: None.**

**New business:**

On a motion by Councilman Fred Drumm and seconded by Councilman Michael McLoughlin the following **Resolution #12-98 - Adoption of the 2013 Annual Town Budget** 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*, this Board having, on November 8, 2012 at 7:00 p.m., duly held a public hearing on the preliminary budget approved by this Board and filed with the Town Clerk for the fiscal year commencing January 1, 2013, and having heard all persons desiring to be heard in the matter, and the matter of the budget for this Town for such fiscal year having been fully discussed and considered, it is

*RESOLVED*, that said preliminary budget approved and filed as aforesaid, is hereby adopted and established as the annual budget for this Town for the fiscal year beginning January 1, 2013, and that such annual budget as so adopted is detailed in the minutes of the proceedings of this Town Board, and be it further

*RESOLVED*, that the Town Clerk of this Town shall prepare and certify as provided by law, duplicate copies of said annual budget hereby adopted, and deliver one of such copies to the Supervisor of the Town, and that he shall present such copy to the Board of Legislators of the County as required by law.

**The 2013 annual budget, in its entirety, is in the official minute book at the town clerk's office and on the website, townofsaratoga.com.**

On a motion by Councilman Fred Drumm and seconded by Councilman Charles Hanehan the following **Resolution #12-99 – Authorization to Advertise For the Sale of the 1998 Ford Single Axle Truck with Plow** 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 agrees that the **1998 Ford Single Axle Dump Truck with Plow** is no longer needed by the Highway Department; therefore be it

**RESOLVED**, by the Town Board of the Town of Saratoga authorizes Highway Superintendent Don Ormsby Jr. to advertise the **1998 Ford Single Axle Dump Truck with Plow for sale with a minimum bid of \$10,000.**

On a motion by Councilman Charles Hanehan and seconded by Councilman James Jennings the following **Resolution #12-100 - Fund Transfer - \$100,000 of Sales Tax Money from B to A Account** 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 experienced higher than anticipated expenditures in A Account in the first 10 months of 2012; and

**WHEREAS**, completed monthly allocations of Sales Tax to B and DB Accounts have exceeded the amount budgeted; and

**WHEREAS**, the town eliminated Property Tax in B and DB Accounts; now therefore be it

**RESOLVED**, by the Town Board of the Town of Saratoga to transfer \$100,000 of Sales Tax Money from Non Property Tax Distributed by the County Account B1120 to Non Property Tax Distributed by the County Account A1120.

On a motion by Councilman Fred Drumm and seconded by Councilman Michael McLoughlin the following **Resolution #12-101 - Lease – Suite 203, 3E – Tioga Construction** 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 Town Board desires to lease such excess space for fair and adequate consideration; it is hereby

**RESOLVED**, that approximately 630 square feet of space in the north wing, second floor of the Town Hall, Suite 203, Room 3E, be leased to Tioga Construction, 333 Gross Blvd., Herkimer, NY 13350 for a monthly rental amount of \$643.12 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 Fred Drumm and seconded by Councilman Michael McLoughlin the following **Resolution #12-102 - Amend Resolution #12-97 Audit the Bills (10G)** 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 that the bills paid on Abstract #10G (10/10/2012) be amended to reflect the following amounts:

General Fund A	Voucher No. 309 through 355	\$ 72,162.36
General Fund B	Voucher No. 57 through 63	\$ 1,037.63
Highway DB	Voucher No. 177 through 200	\$ 23,339.26
Schuylers Park H	Voucher No. 16	\$ 655.20
	Grand Total	\$ 97,194.45

On a motion by Councilman Michael McLoughlin and seconded by Councilman James Jennings the following **Resolution #12-103 – Accept Bid for Dump/Spreader Body & Plow** 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 received bids via solicitation of bids by public advertising in the *Saratogian* on October 27<sup>th</sup> for a **New Dump/Spreader and Plow** per Specification TOS 02-12, and Henderson Truck Equipment, 22686 Fisher Rd, Watertown, NY 13601 was the bidder that met specifications at \$79,140; therefore be it

**RESOLVED**, by the Town Board of the Town of Saratoga to accept the bid from Henderson Truck Equipment, for \$79,140 for a new **Dump/Spreader Body & Plow**, providing the specifications in TOS 02-12 are met.

On a motion by Councilman Fred Drumm and seconded by Councilman Michael McLoughlin the following **Resolution #12-104 – Fund Transfer to Supt. of Highway A5110.4** 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 Superintendent Contractual Account A5010.4 has exceeded the budgeted amounts; therefore be it

**RESOLVED**, by the Town Board of the Town of Saratoga to transfer \$300 from Contingent Account A1990.4 to Highway Superintendent Contractual Account A5010.4.

On a motion by Councilman Charles Hanehan and seconded by Councilman Fred Drumm the following **Resolution #12-105 – Fund Transfer to Supervisor A1220.4** 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 Supervisor’s Contractual Account A1220.4 has exceeded the budgeted amounts; therefore be it

**RESOLVED**, by the Town Board of the Town of Saratoga to transfer \$550 from Contingent Account A1990.4 to Supervisor’s Contractual Account A1220.4.

**Supervisor Thomas Wood reported** that the Time Warner Cable Television Franchise is up for renewal on May 16, 2015. Meetings will be scheduled with the board.

#### **Communications:**

- ❖ **Lakes to Locks Passage 2012 Partnership Award to Champlain Canalway Trail Working Group and the Town of Saratoga.**
- ❖ **The Village of Victory’s Dissolution Committee requests the board’s attendance at the Village of Victory’s Public Hearing on November 28<sup>th</sup> @ 6:30 p.m. at the Village of Victory Community Center.**

**Privilege of the floor:**

**Tim Plante, Regional Sales Manager of Henderson Truck Equipment**, thanked the board for the opportunity to provide the truck body and plow. He added that he has sold these units to many other municipalities. He stated 10 to Clifton Park, Colonie has 6, and over 1400 to the NYS DOT.

**Town Attorney Bill Reynolds** discussed with the board the request for four way stops at Burgoyne Road and DeGarmo Road and Burgoyne Road and Hayes Road. It was decided that a letter would be sent to residents along Burgoyne Road and a notice will be in the *Saratogian* and the *Post Star*. Comments will be heard at our December 10<sup>th</sup> meeting.

**Upcoming meetings:**

- ❖ **Agenda meeting – Thursday, December 6, 2012 at 7:00 p.m.**
- ❖ **Regular town board meeting – Monday, December 10, 2012 at 7:00 p.m.**
- ❖ **Special Meeting – End of Year Audit of Bills – Thursday, December 27, 2012 at 11:00 a.m.**

**Audit the Bills:** On a motion by Councilman James Jennings and seconded by Councilman Fred Drumm the following **Resolution #12-106 Approving the payment of bills in Abstract 11G** 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 11G (11/8/2012) in the following amounts:

<b>General Fund A</b>	<b>Voucher No. 356 through 404</b>	<b>\$ 32,760.76</b>
<b>General Fund B</b>	<b>Voucher No. 64 through 71</b>	<b>\$ 4,513.49</b>
<b>Highway DB</b>	<b>Voucher No. 201 through 220</b>	<b>\$ 130,929.20</b>
<b>Schuyler Park H</b>	<b>Voucher No. 17 through 18</b>	<b>\$ 492.60</b>
	<b>Grand Total</b>	<b>\$ 168,696.05</b>

**A motion to adjourn at 8:52 p.m.** was made by Councilman Charles Hanehan and seconded by Councilman Fred Drumm. 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