

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

**September 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 – absent

**Also present:** Deputy Town Clerk Linda McCabe, Zoning Officer Gil Albert, Town Attorney Bill Reynolds, Tax Collector Jim Gorham, Don Ormsby Jr., Rose Ormsby, Ian Murray, Martin Hanehan, Brandon Myers, Pat Peck, Dean Stine, Andy O’Kosky, Ryan P., Geraldine Freedman, and Wendy Lukas

**Recognitions/Presentations/ Bid openings/ Public Hearings: None**

**Approval of Minutes:** A motion was made by Councilman Charles Hanehan and seconded by Councilman Fred Drumm to accept the minutes of the August 8<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 August 2011:** Fees paid to the NYS Dept. of Agriculture and Markets for the Animal Population Control Program \$82.00. Fees paid to New York D.E.C. for hunting and fishing licenses \$1,558.23. Dog license fees to Supervisor Thomas Wood \$355.00. Clerk fees to Supervisor Thomas Wood \$148.52. Total State, County, and Local Revenues received were \$2,166.25. Hunting Licenses are on sale and Doe Permits must be applied for by close of business October 1<sup>st</sup>.

**Zoning Officer’s report for August 2011:** 9 Building Permits, 12 Building Inspections, 6 Certificates of Occupancy, 0 Junk Yard Permits, 1 Complaints, 0 Fire inspections, 1 Order to Remedy, 6 misc. appointments, 3 Building Permit Renewals, and 1 Property Maintenance Inspection. A check for \$1,908.25 was given to Supervisor Thomas Wood.

**Dog Control Officer’s report for August 2011:** The report was read by Supervisor Thomas Wood: answered 19 complaints, took 1 dog to the shelter, 0 bite cases, issued 11 warnings, 4 summonses were issued, and traveled 68 miles.

**Town Court report for August 2011:** The following were closed: 93 Vehicle & Traffic, 23 Criminal/Penal Law, 13 DEC/ENCON, 4 Dog cases, 0 DWIs, 1 Town & Village Ordinance, 0 Small Claims/Civil, 2 Evictions, 1 Bench trial, 4 (case transfers) Divestiture Forms sent to County Court, 15 attended the Science of Speed School, 1 Defendant

sentenced to probation, 5 hours of community service issued, 0 days of jail time issued, 3 Orders of Protection issued, and \$7,372.50 in fees were paid to the NY State Comptroller.

**Historian's report:** Sean Kelleher reported:

Last month there was a successful Turning Point Parade and Festival, and the 18<sup>th</sup> Century Day at the Schuyler House. In September, we work forward in planning Surrender Week for October 10 – 17. I understand that the National Park Service had a successful “ambassador ranger” program roving through the Old Saratoga region on Saturdays.

The Old Saratoga Happenings project continues. The Old Saratoga Happenings for September is on the website, townofsaratoga.com.

**Assessor's report:** Victoria Hayner submitted the following for September 2011: During the month of August our office processed 11 sales transfers. There were 8 valid transfers and 3 non-valid sales. They represented 8 residential properties and 3 vacant land properties.

Our office has recently received the resignation of our Clerk. We will be advertising and looking to hire a new clerk as soon as possible. Consequently, the Assessor's Office will be open for the month of September on Tuesday and Thursday from 9:00 AM – 1:00 PM and will be staffed by the Assessor. If you have a concern regarding your property and cannot contact the office on Tuesday or Thursday, please leave a message and a mutually agreeable time will be arranged for a meeting.

**Highway Superintendent's report:**

- ❖ Patching of roads will continue.
- ❖ We have replaced the two culverts that were washed out by the storm.
- ❖ All brush and trees from the storm have been cleaned up.
- ❖ We will be working on dirt roads when they dry out.

**Supervisor's report: SUPERVISOR'S REPORT AUGUST 2011**

GENERAL FUND – TOWNWIDE (A FUND)

Balance on hand AUG 1	\$ 1,148,397.56
AUG Revenues	+ 17,946.24
AUG Disbursements	- <u>259,234.30</u>
Balance AUG 31	\$ 907,109.50

GENERAL FUND – OUTSIDE VILLAGE (B FUND)

Balance on hand AUG 1	\$ 416,960.37
AUG Revenues	+ 2,836.75
AUG Disbursements	- <u>3,649.79</u>
Balance AUG 31	\$ 416,147.33

HIGHWAY FUND – OUTSIDE VILLAGE (DB FUND)

Balance on hand AUG 1	\$ 946,602.89
AUG Revenues	+ 96,147.00
AUG Disbursements	- <u>44,725.97</u>
Balance AUG 31	\$ 998,023.92

SCHUYLER PARK CAPITAL PROJECT AUG 31	\$ 109,449.54
YOUTH RECREATION & SERVICE AUG 31	\$ 3,249.45
HIGHWAY EQUIPMENT RESERVE AUG 31	\$ 12,817.24
BUILDING RESERVE AUG 31	\$ 150,381.11
SCENIC BY WAYS GRANT AUG 31	\$ 310.04
PARK RESERVE AUG 31	\$ 51,956.55
CDBG2 FUND AUG 31	\$ 0.00

- ❖ Sales Tax Received – August 2011 - \$96,147
- ❖ Mortgage Tax –August 2011 - \$8,231

**Supervisor Thomas Wood** reported that on Sunday, August 28<sup>th</sup> at around 10:00 a.m. the basement of the town hall started to flood due to the six inches of rain from Hurricane Irene. Schuyler Hose Fire Co., Quick Response, Otis Elevator and our insurance carriers were called. Schuyler Hose responded immediately with pumps and Quick Response came about noon with additional pumps and fans. It appeared that the bulk of the water was coming from the front of the building. The six inches of water in the basement was eliminated by late evening. Further steps are being considered to avoid this problem. The water sensor worked great. Larger sump pumps are needed. Sealing of the basement walls is also being considered.

On a motion by Councilman Fred Drumm and seconded by Councilman Charles Hanahan the following **Resolution #11-83 Recognition of Schuyler Hose Company** 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**, on Sunday morning, shortly after 10:00 am, August 28, 2011, after a heavy rain of more than 6 inches caused by Hurricane Irene, water entered the basement of the new town hall at 12 Spring Street in Schuylerville; and

**WHEREAS**, Schuyler Hose Company was called and immediately responded with men and equipment and began pumping the water out of the basement; and

**WHEREAS**, by 11:30 pm the water had been pumped out and the scene was under control; now therefore be it

**RESOLVED**, that the Town of Saratoga extends our deep felt thanks and expresses our sincere gratitude to the members of Schuyler Hose Company for their quick response and fast action in bringing the situation under control; and be it further

**RESOLVED**, that the Town of Saratoga thanks the members of the Schuyler Hose Company for their commitment and dedication to serving the town during our emergency situation and throughout the years.

**Tenant Updates:**

- ❖ **Unit 1, Annex Building-** Empire Building Products is moving out and Michelle DeGarmo will be renting the space as of 10/01/2011.
- ❖ **Upstairs Tenant Wing-** Supervisor Thomas Wood and Councilman Fred Drumm met with Bill Moreau and toured the space gathering ideas on how to proceed with modifying and improving the space. The improvements will be put out to bid. Once repairs are done then it will be advertised for lease. Wayne Conover capped and recessed pipes in the walls left from the labs in preparation for painting the walls.
- ❖ **Labs 1 & 2-** It was decided that the power usage needs to be determined so that the lab pays its fair share of the electric bill. There is still an issue over using the bathrooms for collections. Supervisor Thomas Wood will speak to them.

**Public comments on agenda items:**

**Marty Hanehan** addressed the board regarding the culvert failures on Fitch Road and Burke Road. He suggested that the Highway Foreman be asked to check the culverts throughout the town.

**Committee reports:**

**Landfill: No report.**

**Insurance: Supervisor Thomas Wood** reported that it has been suggested by our insurance carriers that we purchase additional computer fraud insurance for up to \$500,000 for \$359 per year. Supervisor Thomas Wood reported that after meeting with officials at the Glens Falls National Bank a while ago, some positive measures had been taken such as password protection etc. with the town's accounts. He will speak with a computer expert regarding security measures.

**Youth: Youth Day, September 24<sup>th</sup>, 4 – 7 p.m. at Ft. Hardy Park**

**Senior Citizens: No report.**

**Park Committee: Ian Murray** reported the following:

After a relatively quiet summer, Schuyler Park has seen a lot of activity this past month.

**Some of the highlights are:**

- ❖ Completed the irrigation system on the field perimeter.
- ❖ Awarded the mowing bid for the completion of the season.
- ❖ Schuylerville High School began using the fields in mid-August for all levels of modified, JV, and varsity soccer, boys and girls, on a rotating scheduled basis.
- ❖ OSAA youth soccer is using the park for all of their activities for the second year. Opening day was last Saturday, September 10<sup>th</sup>. Several hundred youth soccer players enjoy the fields every Saturday, with practices every night.

- ❖ A very successful food drive for SAFER was held in conjunction with the opening day of soccer.
- ❖ A beautiful playground was installed at the park the last week of August, funded totally through the FRIENDS of SCHUYLER PARK, with the assistance of the local Eagle Scouts, and many volunteers.
- ❖ A basket has been donated and installed so the basketball court is complete and ready for play.
- ❖ A wooden play tractor was added to the west end near the softball field, along with picnic tables made and donated by the Schuylerville FFA.
- ❖ The fields and retention basin all weathered Hurricane Irene well. With all of the rain, we only had to shut the fields down for one day.

**What's next:**

Our plan is to have a pavilion in place next month. Bids went out and Hayes Construction will be building it. This is being constructed solely with private funds through the FRIENDS OF SCHUYLER PARK, primarily with memorial funds in the name of Ryan Rossley.

**Take home message:**

Anyone who has not had the opportunity or taken the time to visit Schuyler Park recently needs to do so. This park continues to attract and amaze residents and non residents daily. We receive positive feedback constantly. This is an asset that the town should be proud of.

**Office of Emergency Management: Sherry Doubleday submitted the following reports for August and September.**

**August** -A cooling shelter was opened Thursday, August 11<sup>th</sup> at the Town Hall and Friday, August 12<sup>th</sup> at the Victory Mills Fire House because of the heat wave. I was present from noon to 6pm and Deb Mathis from 4pm to 6pm. We had no visitors but I hope that is a good thing. The reverse 911 system was implemented and I received a few calls regarding the system, as some were not familiar with it. We had no Office of Emergency Management meeting in August.

**September** -September is Emergency Preparedness month. The principal of the elementary school will be asked if we could leave some pamphlets available in the office for parents who come through. We will have our O.E.M. meeting the fourth Wednesday at 2pm. I am still attempting to contact all concerned about the Public Access Defibrillator program. Now that I am working my normal 5:45 to 11am at the track I will be more ambitiously pursuing our goal.

Hurricane Irene - The O.E.M. team was contacted by phone in case we were needed to assemble. Dave Hall contacted me regarding road closures and openings. I rode around a bit assessing damage. Stopped and checked on the Town Hall after passing and seeing hoses and the truck outside. My son Jimmy and Andrew Nevins were babysitting hoses and sump pumps. I took a walk around seeing if anything had been damaged.

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

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

**Quaker Springs Fire Department:** No report.

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

**Saratoga County Farm Bureau (SCFB): Marty Hanehan** reported that the corn harvest has started. The fields are very wet and some of the corn was blown down by the latest storms.

**Old business:**

**Wind Turbine Law Amendments-** Town Attorney Bill Reynolds met with Planning Board Chairman Ian Murray to review the amendments needed to our Wind Turbine law to accommodate the new vertical axis turbines. Materials from Titan Power were reviewed. Height restrictions (cage 12' off ground and 50' maximum height from the ground) along with allowing roof units are a couple of the provisions needed. They would also like to add language requiring disassembly if not used for twelve months or more. Town Attorney Bill Reynolds will talk more to Titan Power and draft a law for review.

**New business:**

On a motion by Councilman Fred Drumm and seconded by Councilman Michael McLoughlin the following **Resolution #11-79 – Schuyler Park Mowing Bid Award** 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 recognizes the need for mowing and trimming at Schuyler Park; and

**WHEREAS**, bids were solicited via advertising in the Saratogian on August 5, 2011; and

**WHEREAS**, the Schuyler Park Committee opened all bids on August 17<sup>th</sup> and unanimously recommends to both the Town of Northumberland and the Town of Saratoga town boards that the lowest bidder, Collins Turf Services, LLC be awarded the contract; and

**WHEREAS**, the Town Board of the Town of Northumberland met on September 1, 2011 and unanimously approved Schuyler Park Committee's recommendation to award the bid for the mowing and trimming at the Park site to Collins Turf Services, LLC, the lowest bidder; therefore be it

**RESOLVED**, that the lowest proposal of \$3,000.00 from Collins Turf Services, LLC be accepted for the mowing and trimming for the remainder of the 2011 mowing season at Schuyler Park pending review and approval by Town Attorney William Reynolds that the bid specifications are met.

On a motion by Councilman Charles Hanehan and seconded by Councilman Michael McLoughlin the following **Resolution #11-80 – Transfer of Funds – Office of Emergency Management** 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**, expenditures for the Office of Emergency Management, Communication Systems Account A3020.4 have exceeded the budgeted amounts, therefore be it

**RESOLVED**, by the Town Board of the Town of Saratoga to transfer \$150.00 from Contingency Account # A1990.4 to Communication Systems Account A3020.4.

On a motion by Councilman Charles Hanehan and seconded by Councilman Michael McLoughlin the following **Resolution #11-81 – Bid Acceptance – Justice Court Grant – Surveillance System** 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 Town Court has received a grant for a surveillance system for the town building; and

**WHEREAS**, the Town Court of the Town of Saratoga received bids via solicitation of bids by public advertising in the *Saratogian* as follows:

- New York Fire and Security \$11,692.00 and \$1,649.00 for additional cameras
- Ray's Supply \$ 7,675.00 and \$1,872.00 for additional cameras
- CamTek Surveillance \$7,200.00 and \$1,296.00 for additional cameras
- **Saratoga Surveillance \$4,935.80 and \$926.45 for additional cameras**

; now therefore be it

**RESOLVED**, that the lowest bid from **Saratoga Surveillance, 1 Mercer Way, Greenwich, NY** in the amount of **\$4,935.80 and \$926.45** for additional cameras be accepted pending review and approval by Town Attorney William Reynolds that the bid specifications are met.

On a motion by Councilman Michael McLoughlin and seconded by Councilman Fred Drumm the following **Resolution #11-82 – Approval of Lease – Michelle DeGarmo, Unit 1, Town Hall Annex** 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 Annex 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 Unit 1 of the Town Hall Annex be leased to Michelle DeGarmo on a month to month basis for a monthly rental amount of \$250.00 commencing on October 1<sup>st</sup> 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 Michael McLoughlin and seconded by Councilman Charles Hanehan the following **Resolution #11-85 – Authorization to Apply for a Justice Court Assistance Program Grant** 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 recognizes the need for additional office equipment, security equipment, and computer support items for the town court, therefore be it

**RESOLVED**, that the Town Board of The Town of Saratoga authorizes Justice David Mathis to apply for a **Justice Court Assistance Program Grant** for up to \$30,000 to purchase and install additional office equipment, security equipment, and computer support items for the Town Court, subject to approval by the Town Board.

The Board is reviewing the **Saratoga Rowing Association's mass gathering permit** application for their **Head of the Fish** rowing regatta scheduled for October 29<sup>th</sup> and 30<sup>th</sup>. Copies have been sent to the Sheriff, NYS Department of Health, GSES, and Saratoga County Department of Emergency Services for their review. A public hearing is scheduled for the October 12<sup>th</sup> meeting.

**Communications: None**

**Privilege of the floor:**

**Wendy Lukas** addressed the board with questions regarding Youth Day and the SRA regatta at Ft. Hardy Park on September 24<sup>th</sup>, maintenance of the Town Hall's grounds, the Victory Mill property and the requested tax breaks through NYS Real Property Law 485a, and the town attorney position.

**Upcoming meetings:**

- ❖ **Budget Workshop – Wednesday, September 28<sup>th</sup> at 7:00 p.m.**
- ❖ **Youth Day, Saturday, September 24<sup>th</sup> from 4 – 7 p.m. at Ft. Hardy Park**
- ❖ **Tickets for *The United States Coast Guard Band Concert* on September 17<sup>th</sup> at the Saratoga Performing Arts Center, sponsored by the Saratoga County Board of Supervisors, are available at the town clerk's office.**
- ❖ **Agenda meeting – Thursday, October 6, 2011 at 7:00 p.m.**
- ❖ **Regular town board meeting – Wednesday, October 12, 2011 at 7:00 p.m. (Due to the Columbus Day Holiday on Monday)**

**Audit the Bills:** On a motion by Councilman Charles Hanehan and seconded by Councilman Fred Drumm the following **Resolution #11-82 Approving the payment of bills in Abstract 9G** 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 9G (09/12/2011) in the following amounts:

<b>General Fund A</b>	<b>Voucher No. 262 through 298</b>	<b>\$ 72,211.92</b>
<b>General Fund B</b>	<b>Voucher No. 62 through 64</b>	<b>\$ 367.26</b>
<b>Highway DB</b>	<b>Voucher No. 182 through 208</b>	<b>\$ 29,059.99</b>
<b>CDBG CD2</b>	<b>Voucher No. 24 through 33</b>	<b>\$ 42,856.00</b>
<b>Schuyler Park H</b>	<b>Voucher No. 16 through 22</b>	<b>\$ 3,908.37</b>
	<b>Total</b>	<b>\$148,403.54</b>



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