

**TOWN OF SARATOGA TOWN BOARD
DRAFT MEETING MINUTES
12 SPRING ST., SCHUYLERVILLE, NY
June 14, 2021
6:00 P.M.**

Supervisor Thomas Wood opened the meeting at 6:00 p.m.

Roll call: Town Clerk, Linda McCabe, called the roll: Supervisor Thomas Wood- present, Councilman Michael McLoughlin – present, Councilman James Jennings – present, Councilman Gary Squires - present, Councilwoman Ruth Drumm - present.

Also present: Deputy Town Clerk Michelle Conover, Building Inspector/Zoning Officer Gil Albert, Highway Superintendent Don Ormsby Jr., Town Attorney William Reynolds, Wendy Lukas and Paul Murphy.

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

Approval of Minutes: A motion was made by Councilmember Gary Squires and seconded by Councilmember Michael McLoughlin, **to accept the minutes of the May 10, 2021 Remote Town Board meeting as written.** Supervisor Thomas Wood - aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye, Councilman Gary Squires - aye, Councilwoman Ruth Drumm - aye.

Carried 5 – 0

Town Clerk’s report for May 2021: Fees paid to the NYS Dept. of Agriculture and Markets for the Animal Population Control Program \$49.00. Fees paid to New York D.E.C. for hunting and fishing licenses \$47.24. Fees paid to the New York State Health Department for Marriage licenses \$0. Dog license fees to Supervisor Thomas Wood \$220.00. Clerk fees to Supervisor Thomas Wood \$22.76. Total State and Local Revenues received were \$339.00.

Zoning Officer’s report for May 2021: 13 Building Permits, 34 Building Inspections, 11 Certificates of Occupancy, 1 Junkyard Permit, 0 Complaints, 0 Fire Inspections, 0 Order to Remedy, 7 misc., 2 Building Permit Renewals and 0 Property Maintenance Inspections. A check for \$2,520.00 was given to Supervisor Thomas Wood.

Dog Control officer’s report for May 2021: Ed Cross, Dog Control Officer answered 32 complaints, took 0 dog to the shelter, 1 bite case, traveled 37 miles, issued 13 warnings and 0 summonses.

Town Court report for May 2021: 31 Traffic tickets closed, 5 Criminal/penal law cases closed, and 1 DWI case closed, with the court collecting \$3,851.00 in fees & fines.

Tax Collector: *Any & all questions you have concerning unpaid taxes & proper amount due, should be directed to the County Treasurer’s office at: #518-884-4724.*

Historian’s report for May 2021: No report

Assessor’s report May 2021: No report.

Highway Superintendent's report for May 2021:

- Pothole patching, weed kill at signs and mowing
- Swept at Hill Rd. and Saratoga Lake Rd. before blacktopping
- Two culverts replaced on Brown Rd.
- Drag box for wagon tracking shim on Hill Rd.
- Grade and reshape on Cahill Rd.
- Hauled stone dust and scalping's for road shoulders
- Reclaimed Brown Rd. with Gorman Bros, our grader and roller
- Repairs and filter maintenance on deck mower
- Truck 6 brake repairs and maintenance
- Truck 4 steer tires and alignment
- Cat roller Hydraulic leak repair
- Truck 9 boom bearings replaced
- Stop, speed limit and no outlet signs placed on Schuyler Hill Dr.
- Trucks to Wilton and Stillwater for blacktopping

Superintendent Don Ormsby stated that the new loader will be delivered Wednesday of this week, but the new truck is delayed due to Volvo being on strike. It was due in September, but as of now, he's unsure of the delivery date.

Supervisor's report for May 2021:

SUPERVISOR'S REPORT MAY 2021

GENERAL FUND – TOWNWIDE (A FUND)

Balance on hand 5/1/2021	\$1,044,051.38
Revenues	+ 177,717.12
Disbursements	- <u>76,448.73</u>
Balance 5/31/2021	\$1,145,319.77

GENERAL FUND – OUTSIDE VILLAGE (B FUND)

Balance on hand 5/1/2021	\$1,612,027.75
Revenues	+ 5,198.39
Disbursements	- <u>5,098.99</u>
Balance 5/31/2021	\$ 1,612,127.15

HIGHWAY FUND – OUTSIDE VILLAGE (DB FUND)

Balance on hand 5/1/2021	\$ 947,832.58
Revenues	+ 127,049.53
Disbursements	- <u>43,247.12</u>
Balance 5/31/2021	\$ 840,501.68

SCHUYLER PARK CAPITAL PROJECT 5/31/2021	\$ 197,363.67
YOUTH RECREATION & SERVICE 5/31/2021	\$ 8,673.85
HIGHWAY EQUIPMENT RESERVE 5/31/2021	\$ 302,461.01
BUILDING RESERVE 5/31/2021	\$ 411,921.73
TRUST & AGENCY 5/31/2021	\$ 26,880.02

HOME IMPROVEMENT GRANT 2 5/31/2021 (holding checks until funds are deposited)	\$ 113.53
HISTORIC HUDSON HOOSICK RIVER P'SHP 5/31/2021	\$ 14,082.34
CDBG PROJECT 5/31/2021	\$ 10.92
SCENIC BY WAYS QRTRLY 5/31/2021	\$ 311.81
PARKS RESERVE 5/31/2021	\$ 426,956.55
PROPERTY TAX CAP RESERVE 5/31/2021	\$ 1,311.16
GFNB Certificate of Deposit 5/31/2021	\$ 753,145.78
NYCLASS 5/31/2021	\$ 702,123.08

Sales Tax Received May 2021- \$126,988.00

Mortgage Tax Received April 2021- \$26,412.50

6 Month Mortgage Tax Payment Received - \$166,123.97

Public comments on agenda items: No comments.

Committee reports:

Landfill: Supervisor Thomas Wood stated a week ago samples were taken at the landfill and all went well. He added that the Town's 30 year testing requirement expires in 2022 and no further testing will be required.

Insurance: Supervisor Thomas Wood stated it's time to renew our CDPHP insurance and the resolution will follow later in the meeting.

Youth: Supervisor Thomas Wood stated as Christ the King Spiritual Center has been unable to find a certified waterfront director, the Town is unable to offer swimming lessons this year. Hopefully we will be able to do so next year.

Senior Citizens: Pat Temple said the Old Saratoga Seniors group met at the American Legion last month. Their Birthday Luncheon will be held June 16, 2021, at Geppetto's Restaurant with 53 members signed up to attend.

Park Committee: No report. 'No ATVs & Dirt Bikes' signs have been installed at Schuyler Park.

Office of Emergency Management (OEM): No report.

QSFD May 2021 Reports: Fire Chief Don Ormsby reported that Quaker Springs Fire Department has had a total of 42 calls to date. He also stated they bought docks and their boat is due in by the end of July, 2021.

WEMS May 2021: Nashua Alexander sent in his report which shows 38 calls for the Town of Saratoga, 21 calls for the Village of Schuylerville and 11 calls for the Village of Victory.

Old Business:

Supervisor Thomas Wood relayed that the Town has been applying for FEMA reimbursement of the Town's COVID expenses. He and the bookkeeper have been talking with the new FEMA representative and Bookkeeper Pat Temple will be sending in the new application tomorrow and they should hear back from FEMA shortly thereafter.

Supervisor Thomas Wood stated the following:

- The repaving on Rt. 29 has begun, with a tentative completion date of June 30, 2021, weather permitting.
- The Gateway Visitor Center will be holding a preliminary soft opening June 19, 2021. They'll be open four days a week, Fridays through Sundays, 11:00 a.m. – 3:00 p.m. if all goes well. There are some exhibits inside, but it's far from completion. They'll be applying for more grants as they've already put \$500,000.00 in the ground, even before the first board went up; noting that that is a very expensive building.
- The Bookkeeper has completed the AUD and it has now been submitted.
- The Town auditors have been in, things have been going smoothly and hopefully they'll be able to finish up sooner this year.
- Chris Dudek has done a great job installing the new firewall, separating the court system from the rest of the Town's system, making all departments much more secure. This was prompted by the Town's insurance company, as it was needed for updating the cyber security policy. He also stated as the Highway is a separate department, we need to have Chris Dudek go there and see what may be needed to update that department as well.

New business:

The **Resolution #21-58, Authorizing Town Attorney to write a 2021 Local Law, Term of Office Change for Town Highway Superintendent**, was postponed as requested by Councilmen Gary Squires and Michael McLoughlin. Councilman Gary Squires stated they're awaiting the return of surveys they'd sent to other towns concerning the position of their highway superintendents being elected or appointed, along with the pros and cons of those choices. Once they've had time to review and coordinate the responses, review the responses with the Town Board, the Town Board will deem whether it will be necessary to draft a local law changing the current standing of the 4 year elected position. The Board agreed this should be postponed.

Highway Superintendent Don Ormsby questioned why they are looking to change the term of office from 4 years to 2 years. He was told it used to be a 2 year term. Highway Superintendent Don Ormsby questioned why they are looking at only changing the Highway Superintendent's term, as the Tax Collector and Town Clerk terms were changed to 4 years as well. Councilman James Jennings responded it was brought to them and they're looking at it and also stems from the snowstorm last year and the phone complaint they received, so they're following up.

On a motion by Councilmember Michael McLoughlin and seconded by Councilmember James Jennings, the following **Resolution #21-59 – Fund Transfer**, was adopted by vote: Supervisor

Thomas Wood - aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye, Councilman Gary Squires - aye, Councilwoman Ruth Drumm - aye.

Carried 5 – 0

RESOLVED, by the Town Board of the Town of Saratoga to transfer \$3,000.00 from B1990.4 Contingency to B3620.4 Safety Inspections, to cover the cost of mileage and cell phone through 2021.

On a motion by Councilmember Ruth Drumm and seconded by Councilmember Gary Squires, the following **Resolution #21-60 – Authorization for Health Insurance Plans** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye, Councilman Gary Squires - aye, Councilwoman Ruth Drumm - aye.

Carried 5 – 0

WHEREAS, on an annual basis the Town Board enters into insurance contracts to provide health insurance coverage for eligible employees; and

WHEREAS, the Board has reviewed proposals for contracts to commence August 1, 2021; now, therefore be it

RESOLVED, that the Town Supervisor is authorized to sign a contract for health insurance benefits for eligible retired employees with Capital District Physicians Health Plan, for their CDPHP SUSF 4367 HDEPO 320 SILVER effective August 1, 2020 for a one year term. The deductible will be reimbursed by the town through a special account that CDPHP can withdraw deductibles from as needed. Due to the cost of premiums, the town will pay the first \$1500.00 of deductibles for single plans and the first \$3,000.00 for family plans as is currently being done. Since the deductibles have increased beyond the \$1,500.00/\$3,000.00, the employee and the town will each pay 50% of the increased \$300.00/\$600.00 deductible (\$150.00/\$300.00 each); and be it further

RESOLVED, that the Town Supervisor is authorized to sign a contract for health insurance benefits, for fulltime active employees, with Capital District Physicians Health Plan for their CDPHP SUGFE 046 EMBRACE HEALTH EPO COPAYMENT 221 GOLD, with the Town and employee splitting the \$500 deductible 50/50; \$250 town, \$250 insured employee for the employee and spouse plan.

On a motion by Councilmember James Jennings and seconded by Councilmember Gary Squires, the following **Resolution #21-61 – Fund Transfer**, was adopted by vote: Supervisor Thomas Wood - aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye, Councilman Gary Squires - aye, Councilwoman Ruth Drumm - aye.

Carried 5 – 0

RESOLVED, by the Town Board of the Town of Saratoga to transfer \$3,000.00 from A1990.4 Contingency to A1330.4 Tax Collector, to cover the cost of 52 rolls of stamps due to the upcoming USPS increase cost of stamps.

On a motion by Councilmember Michael McLoughlin and seconded by Councilmember Gary Squires, the following **Resolution #21-62 – Authorization to apply for a NYS Canal Corporation Trail Planning Grant through the Consolidated Funding Application Program**, was adopted by vote: Supervisor Thomas Wood - aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye, Councilman Gary Squires - aye, Councilwoman Ruth Drumm - aye.

Carried 5 – 0

WHEREAS, New York State and the New York State Canal Corporation are making available, through the CFA (Consolidated Funding Application) process, a new round of grants for projects; and

WHEREAS, the grants, when awarded, require a 50-50 match; and

WHEREAS, the Town would like to continue the trail project from the boat launch, north, through the next 17.4+/- acre parcel owed by New York State Canal Corporation and on the old Hudson Valley railroad bed; and

WHEREAS, the New York State Canal Corporation will give the Town a Use and Occupancy permit on the land for the project; now, therefore, be it

RESOLVED, that the Town of Saratoga, apply for a CFA grant for \$85,000 to develop a plan and construct the next section of the Empire State Trail; and be it further

RESOLVED, that the Town agrees to match the \$85,000 grant through in-kind works.

On a motion by Councilmember Ruth Drumm and seconded by Councilmember Michael McLoughlin, the following **Resolution #21-63 – Authorization to Enter into Contract with the LA Group to write a CFA (Consolidated Funding Application) Grant for further Trail Development**, was adopted by vote: Supervisor Thomas Wood - aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye, Councilman Gary Squires - aye, Councilwoman Ruth Drumm - aye.

Carried 5 – 0

WHEREAS the Town of Saratoga desires to continue with its trail development program; and

WHEREAS, the Town of Saratoga desires to apply for a CFA grant to help finance the cost of the project; and

WHEREAS, the LA Group has, in the past, written a number of successful grants for the Town and has detailed knowledge of the Town's trail program; now, therefore, be it

RESOLVED, that the Town of Saratoga enter into contract, not to exceed \$3,000.00, with the LA Group to write a CFA grant for the development of a trail from the boat launch, north, through the next 17.4+/- acre parcel.

On a motion by Councilmember Michael McLoughlin and seconded by Councilmember James Jennings, the following **Resolution #21-64 – Authorization to purchase an 8' x 40' Dock**, was adopted by vote: Supervisor Thomas Wood - aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – nay, Councilman Gary Squires - aye, Councilwoman Ruth Drumm - aye.

Carried 4 - 1

WHEREAS, the Town of Saratoga has a need for an additional dock at the boat launch; and

WHEREAS, the Saratoga Rowing Association has an 8' x 40' aluminum frame dock with floatation devices and a synthetic material deck, with an original cost of \$15,000, now available for \$1,500 – 2,000; and

WHEREAS, the Schuylerville Area Chamber of Commerce has partial ownership of the Saratoga Rowing Association dock and will donate their share to the Town; and

WHEREAS, the Saratoga Rowing Association will provide free delivery of the dock to the Town boat launch, with Saratoga Rowing Association accepting full responsibility for any damage or loss to the dock through delivery; now, therefore, be it

RESOLVED, that the Town of Saratoga purchase the dock from the Saratoga Rowing Association at the agreed upon price for the Town of Saratoga.

(SRA notified the Town the day after this meeting that the total price for the Town was \$1,500.)

Communications:

Privilege of the floor: Wendy Lukas addresses the Board.

❖ **Upcoming meetings:** Regular Town Board meeting – Monday, July 12, 2021 at 6 p.m. in the Town Hall.

On a motion by Councilmember Michael McLoughlin and seconded by Councilmember Gary Squires, the following **Resolution #21-65 – Audit the Bills – Abstract 6G**, was adopted by vote: Supervisor Thomas Wood - aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye, Councilman Gary Squires - aye, Councilwoman Ruth Drumm - aye.

Carried 5 – 0

RESOLVED, by the Town Board of the Town of Saratoga to authorize payment of the bills listed in **Abstract 6G of 2021 in the following amounts:**

General Fund DB	No. 390 - 407	\$ 56,279.24
General Fund A	No. 368, 384 – 386, 388 - 389, 408 – 429, 433 – 445, 461 - 463	\$ 54,216.24
General Fund B	No. 446 - 452	\$ 4,993.71
H Schulyer Park	No. 387, 453 – 457	\$ 2,688.53
CDBG	No. 371	\$ 36,775.00
HH	No. 458 - 459	\$ 72.49
(Historic H-HR Partnership)		

Grand Total \$ 155,025.21

A motion was made by Councilmember Michael McLoughlin, seconded by Councilmember Gary Squires, **to Enter into Executive Session at 7:09 p.m. to discuss personnel and litigation issues. No action will be taken.** Supervisor Thomas Wood - aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye, Councilman Gary Squires - aye, Councilwoman Ruth Drumm - aye.

Carried 5 - 0

A motion was made by Councilmember Ruth Drumm and seconded by Councilmember Gary Squires, **to Exit Executive Session at 7:51 p.m. No action was taken.** Supervisor Thomas Wood - aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye, Councilman Gary Squires - aye, Councilwoman Ruth Drumm - aye.

Carried 5 – 0

A motion was made by Councilmember James Jennings and seconded by Councilmember Michael McLoughlin, **to adjourn the meeting at 7:51 p.m.** Supervisor Thomas Wood - aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye, Councilman Gary Squires - aye, Councilwoman Ruth Drumm - aye.

Carried 5 - 0

Meeting Adjourned

Respectfully Submitted,

Linda A. McCabe
Town Clerk