

**TOWN OF SARATOGA TOWN BOARD**  
**DRAFT MEETING MINUTES**  
**12 SPRING ST., SCHUYLerville, NY**  
**July 14<sup>th</sup>, 2025**  
**7:00 P.M.**

Supervisor Ian Murray opened the meeting with the pledge of allegiance at 7:03 p.m.

**Roll call:** Town Clerk Michelle Conover, called the roll: Supervisor Ian Murray - present, Councilman Michael McLoughlin – present, Councilwoman Ruth Drumm – absent, Councilman Gary Squires – present, Councilwoman Maxine Lautenberg – present.

**Also present:** Deputy Town Clerk Emilee M. Jones, Building Inspector/Zoning Officer Gil Albert, Highway Superintendent Ryan Campbell, and other interested parties.

**Recognitions/Presentations/ Bid openings/Public Hearings:** Supervisor Murray received an Award of Appreciation from the Schuylerville Garden Club. The Garden Club thanked the Town for their continued use of the Town Hall for their National Garden Club Inc. Standard Flower Show “Once Upon a Time”. The Town Hall is a perfect venue to bring the village of Schuylerville, area residents and visitors together for the popular annual show event.

**It was decided to hold off on approving the June 9<sup>th</sup>, Regular Town Board Meeting Minutes until the August 11<sup>th</sup>, 2025 - due to a possible correction / revision of the minutes.**

**Approval of Minutes:** A motion was made by Councilmember Michael McLoughlin and seconded by Councilmember Maxine Lautenberg, **to accept the minutes of the June 24<sup>th</sup>, 2025 Special Town Board meeting as written.** Supervisor Ian Murray- aye, Councilman Michael McLoughlin – aye, Councilwoman Ruth Drumm – absent, Councilman Gary Squires - aye, Councilwoman Maxine Lautenberg - aye.  
**Carried 4-0**

**Town Clerk’s report for June 2025:** Fees paid to the NYS Dept. of Agriculture and Markets for the Animal Population Control Program \$52.00. Fees paid to New York D.E.C. for hunting and fishing licenses \$28.34. Fees paid to the New York State Health Department for Marriage licenses \$22.50. Dog license fees to Supervisor Ian Murray \$230.00. Clerk fees to Supervisor Ian Murray \$59.16. Total State and Local Revenues received were \$392.00.

**Zoning Officer’s report for June 2025:** 4 Building Permits, 19 Building Inspections, 5 Certificates of Occupancy, 0 Junkyard Permits, 0 Complaints, 0 Fire Inspections, 2 Orders to Remedy, 3 misc., 4 Building Permit Renewals and 0 Property Maintenance Inspections. A check for \$1,951.00 was given to Supervisor Ian Murray.

**Dog Control officer’s report for June 2025:** Ed Cross, Dog Control Officer answered 6 complaints, took 0 dogs to the shelter, 0 bite case, traveled 20 miles, issued 1 warning and 0 summons’ were issued.

Supervisor Murray received a copy of the Dog Control Officers Inspection Report that was completed on June 12, 2025. The Dog Control Officers Inspection found to be satisfactory regarding compliance to the New York State Agricultural and Markets requirements. Supervisor Murray stated Ed is doing a great job.

**Town Court report for June 2025:** 30 Traffic tickets closed, 2 Criminal/penal law cases closed, 2 Civil cases closed, 0 Encon/DEC closed, 1 DWI case closed, 0 Town and Dog cases closed. Supervisor Ian Murray received a check from Justice John McCarron in the amount of \$3,389.00, a check from Justice Charles Sherman in the amount of \$303.00 for a total of \$3,692.00.

**Tax Collector's report for June 2025:** No Report.

**Historians Report June 2025:** No Report.

**Assessor's Report June 2025:** No Report.

**Highway Superintendent's report for June 2025:**

- ❖ Cleared large branches, trees & brush from Highways & right of way
- ❖ Mowed & trimmed Town properties & right of ways
- ❖ Repaired/replaced damaged or missing road signs throughout Town
- ❖ Patched pot holes throughout Town
- ❖ Installed drainage pipe around perimeter of salt shed
- ❖ Renewed DEC permits for beaver removal
- ❖ Regraded & added material to Stetkar Rd
- ❖ Back filled & matched driveway to new pavement on Burke & Walsh
- ❖ Completed Shoulder work on Burgoyne, Burke & Walsh
- ❖ Repairs made to leaking air systems on both Truck 1 & 3
- ❖ Installed new battery Pick up 4
- ❖ Replaced seal kit in Alamo boom mower
- ❖ Replaced main belt zero turn mower
- ❖ Assisted with paving projects in the Towns of Wilton, Moreau & Greenfield
- ❖ Addressed multiple down trees & flooding emergencies outside of standard work hours this past month

Supervisor Murray thanked Highway Superintendent Ryan Campbell and the highway crew for everything they did on the evening of July 10<sup>th</sup>, 2025. A microburst hit part of the Town which caused many large trees to snap off and main power lines to come down that evening. The highway crew was out late cleaning up the damage.

**Supervisor's report:**

**SUPERVISOR'S REPORT June 2025**

**GENERAL FUND – TOWNWIDE (A FUND)**

Balance on hand 6/1/2025	\$ 689,416.80
Revenues	+ 220,823.92
Disbursements	- (274,306.92)
Balance 6/30/2025	\$ 635,933.80

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

Balance on hand 6/1/2025	\$2,308,050.12
Revenues	+ 354.46
Disbursements	- ( 1,177.21)
Balance 6/30/2025	\$2,307,227.37

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

Balance on hand 6/1/2025	\$ 454,263.71
Revenues	+ 172,022.55
Disbursements	- (234,656.48)
Balance 6/30/2025	\$ 391,629.78

SCHUYLER PARK 6/30/2025	\$ 50,255.95
YOUTH RECREATION & SERVICE 6/30/2025	\$ 8,673.85
HIGHWAY EQUIPMENT RESERVE 6/30/2025	\$160,862.39
BUILDING RESERVE 6/30/2025	\$484,164.23
CDPHP & HRA 6/30/2025	\$ 4,199.08
AHC HOME IMPROVEMENT 6/30/2025	\$ 87,511.00
CDBG PROJECT 6/30/25	\$ 16,533.20
SCENIC BY WAYS QRTRLY 6/30/2025	\$ 312.49
PARKS RESERVE 6/30/2025	\$376,956.55
GFNB Certificate of Deposit 6/30/2025	\$832,083.37
NYCLASS 6/30/2025	\$803,354.85

**June 2025 Distribution - Sales Tax Received - \$ 171,941.00.** Sales tax is down approx. 3% from last year, county wide.

**June 2025 Distribution- Mortgage Tax Received - \$ 8,008.50**

**Public comments on agenda items:** None

**Committee reports:**

**Landfill:** No report.

**Insurance:** Supervisor Murray advised that Dave Meager of Amsure Insurance will be at the August 11<sup>th</sup>, 2025 Town Board meeting to review the insurance renewal for the Town.

**Youth:** Councilmember Michael McLoughlin advised the youth groups will be taking the following trips during July – 17<sup>th</sup> Sky Zone, 22<sup>nd</sup> Lake Lauderdale, 24<sup>th</sup> Strike Zone and the 29<sup>th</sup> Movies.

**Park Committee:** Councilmember Gary Squires stated as of July 9<sup>th</sup>, 2025 there have been two major challenges at Schuyler Park regarding irrigation and scheduling this season.

- ❖ Unauthorized people have been turning off the irrigation system, perhaps in order to gain access to additional water. This can have a serve impact on the health of the playing fields during the periods of elevated temperature that we have experienced. As a result, the lock on the irrigation shed has been changed with limited knowledge of the combination, along with additional signage to indicated “authorized access only”. To address the ability to access additional water, a bib for outside access will be installed.
- ❖ Organizations have been using the park without taking the appropriate scheduling steps. This impacts mowing, irrigation and other required maintenance at the park – as well as the ability to update the schedule on the website. Please contact Stephanie Bowen from the Schuyler Park Committee for additional guidance if needed.

**Office of Emergency Management (OEM):** No report.

**WEMS:** No report.

**Old Business:** Supervisor Ian Murray, Councilmember Maxine Lautenberg, Highway Superintendent Ryan Campbell and Town Engineer Ken Martin have had some conversations with a homeowner concerning a swale or ditch in front of their house. The homeowners feel this swale is dangerous for her or others to maintain. She and her husband have both fallen due to the deep nature of the swale/ditch. The residents are wondering if there is anything that can be done to make it easier to maintain.

Supervisor Murray stated that there are two options when a SWPPP (Storm Water Pollution Prevention Plan) is designed, you can go with an open ditch for infiltration and /or a piped conveyance system with catch basin. The subdivision decided to go with the open pitch system. Supervisor Murray knows that a couple swales that have been filled in at the subdivision . It was ok by the previous Highway Superintendent which was the wrong thing to do because it could to lead to problems in the future. Town Engineer Ken Martin's recommendation to the Town was that no additional open swales be eliminated.

Before the homeowner makes any decisions and has any major expenses, regarding the swale in their yard. Supervisor Murray suggested that the homeowners possibly hire out maintenance, and have someone come maybe once a month for the upkeep of the lower portion of the swale.

Supervisor Murray advised there have been some meetings preceding the subdivision paving the roads. Prior to the dedication of the road to the Town, the Developer had to fix the problem with parts of the drainage system. As the velocity of the water increases the ground infiltration decreases which caused washouts. They redesigned the swales and ponds. Town Engineer Ken Martin has inspected and approved upgrades, everything has been corrected and functioning well.

Supervisor Murray spoke with the Developer and he is finalizing the road dedication, the check list has been done, paperwork has been submitted to the Attorneys. Hopefully by the fall we will do a road dedication to accept the Schuyler Hills subdivision roads.

**New Business:** Supervisor Murray, Zoning Officer Gil Albert, Planning Chairman Walt Borisenok and Town Engineer Ken Martin had a recent meeting regarding the Music Barn P.U.D. that is before the Planning Board. Zoning Officer Gil Albert stated he had a meeting with the Fire Department and they made a couple changes that he agreed with, and he was going to go over with Planning Chairman Walt Borisenok. Zoning Officer Gil Albert and Chairman Walt Borisenok will also be meeting on Wednesday afternoon at the Music Barn. They will be performing sound testing along with the Music Barns technicians.

Supervisor Murray believes the Planning Board will complete this site plan review at their July meeting and it will come back to the Town Board after that for review, approval, disapproval or modification of the proposed P.U.D.

**Turning Point Parade** – Councilmember Maxine Lautenberg wants to remind everyone of the Turning Point Parade on Sunday, August 3<sup>rd</sup>, 2025 at 1:00 p.m. and the Turning Point Festival on August 9<sup>th</sup>, 2025. The festival starts at 4:00 p.m. at Fort Hardy Park. There will be live music, food trucks, beverages and fireworks.

On a motion by Councilmember Michael McLoughlin and seconded by Councilmember Gary Squires, the following **Resolution #25-46** was adopted by vote: Supervisor Ian Murray- aye, Councilman Michael McLoughlin – aye, Councilwoman Ruth Drumm – absent, Councilman Gary Squires - aye, Councilwoman Maxine Lautenberg - aye.

**Carried 4 – 0**

At the regular meeting of the Town Board of the Town of Saratoga, County of Saratoga, State of New York, held on July 14, 2025, the following resolution was made as indicated above,

**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, 2025; now, therefore be it

**RESOLVED**, that the Town Supervisor is authorized to sign contracts for health insurance benefits for active employees with Capital District Physicians Health Plan, for Medical Plan SUGFE364 - EMBRACE HEALTH EPO 221 GOLD, effective August 1, 2025 for a one-year term and for pre 65 eligible retirees and/or their spouse. The deductible will be reimbursed by the town through a special account that CDPHP can withdraw deductibles from as needed. The Town will pay the first \$1500.00 of deductibles for single plans and the first \$3,000.00 for employee plus one plans as currently being done.

**Communications:**

**Privilege of the floor:** No one addressed the Board

**Upcoming meetings:**

- ❖ Regular Town Board meeting – Monday, August 11<sup>th</sup>, 2025 at 7:00 p.m.

**Audit the Bills:** On a motion by Councilmember Maxine Lautenberg and seconded by Councilmember Michael McLoughlin, the following **Resolution #25-47 Approving the Payment of Bills in Abstract 7G of 2025**, was adopted by vote: Supervisor Ian Murray- aye, Councilman Michael McLoughlin – aye, Councilwoman Ruth Drumm – absent, Councilman Gary Squires - aye, Councilwoman Maxine Lautenberg - aye.

**Carried 4 – 0**

**RESOLVED**, by the Town Board of the Town of Saratoga to authorize payment of the bills listed in **Abstract 7G of 2025 in the following amounts:**

<b>General Fund DB</b>	<b>No. 407-418</b>	<b>\$ 220,394.17</b>
<b>General Fund A</b>	<b>No. 372-383, 388, 391, 403, 405, 419-443</b>	<b>\$ 26,387.00</b>
<b>General Fund B</b>	<b>No. 371, 402, 444-445</b>	<b>\$ 2,092.93</b>
<b>General Fund H</b>	<b>No. 370, 390, 401, 446-447</b>	<b>\$ 2,998.66</b>
<b>General Fund HPO</b>	<b>No. 448</b>	<b>\$ 9,060.00</b>
<b>General Fund CDBG</b>	<b>No. 449-452</b>	<b>\$ 59,038.00</b>
<b>Grand Total</b>		<b>\$ 319,970.76</b>

A motion was made by Councilmember Ruth Drumm and seconded by Supervisor Ian Murray to adjourn the meeting at 7:30p.m. Supervisor Ian Murray - aye, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – absent, Councilmember Gary Squires - aye, Councilmember Maxine Lautenberg - aye.

**Carried 4– 0**

**Meeting Adjourned**

Respectfully Submitted,

Michelle Conover  
Town Clerk