

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

**August 10th, 2026
7:00 P.M.**

Supervisor Ian Murray opened the meeting with the pledge of allegiance at 7:00 p.m.

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

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

Posting Dates: Supervisor Murray read posting dates for the draft minutes, meeting notices and the draft agenda for this meeting.

Recognitions/Presentations/ Bid openings/Public Hearings:

- ❖ Supervisor Murray advised the Board that Robert F. Hall passed away on August 5th, 2026. In honor of “Bob Hall” we will do a formal resolution next month but tonight he would like to have a moment of silence. Thank you.
- ❖ Supervisor Ian Murray stated that Dave Meager and Dustin Hall, our insurance representatives for NYMIR/AMSURE, are present to review the updated summary of insurance renewal policy information.

Dave and Dustin distributed copies of the summary. Dustin reviewed the policy regarding the building and contents; he mentioned that the Town doesn't have the theft and money insecurities option. This is protection from theft up to \$25,000.00 for \$306.00 annually. For example, this coverage is for a non-employee robbery – such as a hold-up inside the municipal building or during a cash transit run to the bank.

Dave reviewed the equipment and vehicle policy along with additional option for our Cyber policy with the Board. Dave reviewed and highly recommended the option 2 for the cyber policy which takes limits from \$25,000.00 up to a \$250,000.00 This the first time NYMIR is offering this option for approximately \$200.00 more annually. Dave stated the overall policy has increased approximately 4% due to the updated values in the buildings and contents in order to keep pace with increased costs.

Both Dustin and Dave told the Board if they have any questions to please contact them anytime.

Supervisor Murray polled the councilmembers regarding the option upgrades for the Theft and Cyber policy and they all agreed to add it to our policy which will be renewing in a couple of days.

Supervisor Ian Murray thanked both Dustin and Dave for explaining the summary of insurance to the Board

- ❖ Supervisor Murray stated that our next meeting will be on Monday September 14, 2026 after the 25th anniversary of September 11th. Supervisor Murray advised he wants to put forth a resolution honoring the first responders and victims. Supervisor Murray asked that we all go outside to the Town's first responders / volunteer park just outside our building and we will read the resolution. After, we will come back in and continue our meeting.

Supervisor Murray explained in our park there is a piece of steel from the Twin Towers that Supervisor Tom Wood secured and former Councilmember Jim Jennings welded the post on the piece of steel and our small park was built around that piece of steel from September 11th, 2001.

On a motion by Supervisor Ian Murray and seconded by Councilmember Ruth Drumm the following **Resolution #26-49 Recognizing the upcoming 25th Anniversary of September 11th, 2001** was adopted by vote: Supervisor Ian Murray- aye, Councilman Michael McLoughlin – absent, Councilwoman Ruth Drumm – aye, Councilman Gary Squires - aye, Councilman Andy Ellis – aye.

Carried 4 – 0

At a Regular Meeting of the Town Board of the Town of Saratoga, County of Saratoga, State of New York, held on August 10th, 2026 the following resolution was made as indicated above,

WHEREAS, on September 11, 2001, the United States of America was targeted in a series of coordinated terrorist attacks that forever altered the course of history and deeply impacted the hearts of all Americans; and

WHEREAS, September 11, 2026, marks the 25th anniversary of these tragic events, providing a solemn occasion for our community to look back, remember, and honor the lives lost and the sacrifices made; and

WHEREAS, we remember with profound sorrow the nearly 3,000 innocent individuals who perished at the World Trade Center, the Pentagon, and in Shanksville, Pennsylvania, including beloved family members, friends, neighbors, and colleagues; and

WHEREAS, we stand in enduring gratitude for the extraordinary bravery of the first responders—firefighters, law enforcement officers, emergency medical technicians, and citizens—who selflessly rushed toward danger to save others, many making the ultimate sacrifice; and

WHEREAS, the catastrophic health impacts of the rescue, recovery, and cleanup efforts continue to claim the lives of thousands of brave recovery workers and survivors in the quarter-century since that fateful day; and

WHEREAS, in the face of unprecedented tragedy, the people of our nation united with unmatched resilience, compassion, and patriotism, demonstrating that the values of freedom, unity, and strength will always prevail over terror and division;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Saratoga, on this 10th day of August, 2026, officially recognizes the upcoming 25th Anniversary of September 11, 2001; and

BE IT FURTHER RESOLVED that the Town Board of the Town of Saratoga urges all residents to observe this upcoming anniversary with appropriate remembrance, to honor the memory of the victims, to support the families who continue to mourn, and to express everlasting appreciation for our active local first responders and military personnel who protect our freedoms daily; and

BE IT FURTHER RESOLVED that this resolution be officially entered into the permanent records of the Town of Saratoga as a lasting testament to our collective memory, resilience, and vow to never forget.

Approval of Minutes: A motion was made by Councilmember Andy Ellis and seconded by Councilmember Gary Squires, **to accept the minutes of the July 13th, 2026 Regular Town Board meeting as written.** Supervisor Ian Murray- aye, Councilman Michael McLoughlin – absent, Councilwoman Ruth Drumm – aye, Councilman Gary Squires - aye, Councilman Andy Ellis - aye.

Carried 4 –0

Town Clerk's report for July 2026: Fees paid to the NYS Dept. of Agriculture and Markets for the Animal Population Control Program \$46.00. Fees paid to New York D.E.C. for hunting and fishing licenses \$66.12. Fees paid to the New York State Health Department for Marriage licenses \$22.50. Dog license fees to Supervisor Ian Murray \$213.00. Clerk fees to Supervisor Ian Murray \$161.38. Total State and Local Revenues received were \$509.00.

Zoning Officer's report for July 2026: 12 Building Permits, 14 Building Inspections, 1 Certificates of Occupancy, 0 Junkyard Permits, 0 Complaints, 0 Fire Inspections, 0 Order to Remedy, 10 misc., 1 Building Permit Renewals and 0 Property Maintenance Inspections. A check for \$13,108.00 was given to Supervisor Ian Murray.

Dog Control officer's report for July 2026: Ed Cross, Dog Control Officer answered 11 complaints, took 0 dogs to the shelter, 0 bite cases, traveled 40 miles, issued 7 warnings and 0 summons' were issued.

Town Court report for July 2026: 33 Traffic tickets closed, 2 Criminal/penal law case closed, 4 civil cases closed, 5 Encon/DEC closed, 1 DWI cases closed, 0 Town and Dog cases closed. Supervisor Ian Murray received a check from Justice John McCarron in the amount of \$1,678.00, a check from Justice Charles Sherman in the amount of \$240.00, for a total of \$1,918.00

Tax Collector's report July 2026: No report.

Historians Report — July 2026

July was an active and productive month as we marked the **250th anniversary of the Declaration of Independence**. Across the Town, we continued to build momentum in **digital outreach, public programming, and regional engagement**, all aimed at strengthening awareness of Saratoga's place in the Revolutionary story.

Our efforts remain centered on connecting residents and visitors to the Town's role in the American Revolution, particularly as preparations advance toward the **250th anniversary of the Battles of Saratoga** later this fall. These initiatives support long-term goals in heritage education, community identity, and tourism development.

Digital Metrics and Growth

Digital storytelling remains a central component of outreach, with strong and measurable engagement across platforms:

- ❖ Substack subscribers increased by approximately 5.25% over the previous month.
- ❖ A total of 25 original articles were published, generating 10,438 views (about a 10% loss in audience)
- ❖ The Town Historian's WordPress site recorded 949 views.
- ❖ Social Media: 26.5% month-over-month jump, with approximately 92,350 views.

In total, the Historian's digital platforms generated approximately 103,737 views in July, which is an 18.8% growth.

Public Programs and Outreach

Public programming expanded during July with three events reflecting strong community engagement:

- ❖ The Old Saratoga Historical Association hosted a community read of the Declaration of Independence with over 80 in attendance.
- ❖ Saratoga 250 and the National Park had a community read of the Declaration of Independence on the day the news arrived in our county.
- ❖ The Turning Point Parade had its 31st annual parade.

Events and Community Engagement

Planning continues for the 2027 commemoration of the Battles of Saratoga.

Respectfully Submitted

Sean Kelleher

Town Historian, Town of Saratoga

Highway Superintendent's report for July 2026:

- ❖ Cleared large branches, trees & brush from Highways & right of way
- ❖ Repaired/replaced damaged or missing road signs throughout Town
- ❖ Patched pot holes throughout Town
- ❖ Multiple repairs made to trucks & equipment
- ❖ Cleaned shop & equipment
- ❖ Installed Turning Point Parade banners in Village
- ❖ Completed ditching on Wash Road
- ❖ Replaced all crossover culverts on Spook hollow Road
- ❖ Prepping Condon and Brown Road for shim & overlay
- ❖ Assisted in road construction with the Towns of Galway, Halfmoon, Providence, Malta & Greenfield.

Respectfully Submitted:

Ryan M. Campbell

Superintendent of Highways

Supervisor Murray told Highway Superintendent Ryan Campbell that the crew has been doing a good job paving this year. Highway Superintendent Campbell said that the crew has or will be paving Brown, Caldwell Ext, Condon and Fitch Road this year. Superintendent Campbell advised that he's got some quick numbers regarding the paving. The Town purchased a paver for \$52,000.00. If he were to hire a General Contractor for a ten-hour day charging prevailing wage it would be about \$12,000.00 a day. The Highway crew plans on paving for six days; the General Contractor would have charged the Town \$72,000.00. The Town purchased the paver for \$52,000.00; we are looking at a \$20,000.00 savings this year for Town residents.

Highway Superintendent Campbell said we are compatible with the lane miles we did last year with the contractor. Without the General Contractor it is more taxing on the crew, it helps to have a lot of hands-on board, but the crew is definitely getting the job done. The workmanship has been impressive; you can't tell a difference from last year's work with the contractor. Everything is lined up, we have some work to do, we still have to install new street signs, add shoulders, lines etc. It's definitely coming along and he feels this will be a tremendous savings for the taxpayer. Highway Superintendent Campbell is very proud of the job the crew has done. Highway Superintendent Campbell would also like to thank the neighboring Towns who have been a huge help, it's shared service at its finest.

Mortgage Tax July 2026 Distribution - \$ 18,322.50

Sales Tax July 2026 Distribution - \$ 221,521.00

Public comments on agenda items: No one spoke.

Committee reports:

Landfill: No report.

Insurance: we had our review of the renewal earlier in the meeting.

Youth: programs are happening for the youth all summer in conjunction with the Town of Northumberland.

Park Committee: No report.

Office of Emergency Management (OEM): No report.

Old / Other Business: Supervisor Murray advised that the Town hosted a blood drive on August 1st, 2026 in the Schuyler Room. The Red Cross issued a challenge to the Town if we got 30 pints of blood donated the Town would get \$10 per pint. There was a late start to the blood drive due to staffing, which caused the blood drive window to be shortened. The Red Cross let the Town know that although we had a shorter window, we did get 27 of 30 pints donated. The Red Cross honored their challenge and is sending the Town a check which the Town will donate to SAFER. Supervisor Murray issued a challenge to the Town Board members and everyone at the meeting. Supervisor Murray would like to get the

SAFER donation to \$500.00. Supervisor Murray stated that if everyone contributes \$10.00 to the cause and he will make up the difference to get to the \$500.00 donation goal.

New Business:

On a motion by Councilmember Ruth Drumm and seconded by Councilmember Andy Ellis the following **Resolution #26-50 Adopting the Town of Saratoga Credit Card Policy and Procedures** was adopted by vote: Supervisor Ian Murray- aye, Councilman Michael McLoughlin – absent, Councilwoman Ruth Drumm – aye, Councilman Gary Squires - aye, Councilman Andy Ellis – aye.

Carried 4 – 0

At a Regular Meeting of the Town Board of the Town of Saratoga, County of Saratoga, State of New York, held on August 10th, 2026 the following resolution was made as indicated above,

WHEREAS, the Town Board of the Town of Saratoga New York, recognizes a need to establish a convenient and efficient method for purchasing necessary goods and services when standard purchase orders are unfeasible; and

WHEREAS, the New York State Office of the State Comptroller recommends that local governments establish strict internal controls and a formal policy governing the use of municipal credit cards; and

WHEREAS, any contract or agreement entered into for the issuance and use of credit cards must comply with the strict certification and auditing requirements of **New York State Town Law § 118**;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Saratoga hereby adopts the Credit Card Policy and Procedures as set forth below, effective immediately:

1. **Authorized Cardholders & Issuance:** Only the Town Supervisor, Highway Superintendent, and Town Clerk are authorized to utilize the Town general commercial credit card. No card shall be issued without a signed Cardholder Agreement.
2. **Spending Limits:** The aggregate credit limit for the Town account shall not exceed \$10,000, with a single-transaction limit of \$1,000 per cardholder, unless prior authorization is granted by the Town Board.
3. **Permitted and Prohibited Uses:** Credit cards may only be used for legitimate, authorized Town business expenses, including travel and conference registration in line with [NYS OSC Travel Guidelines](#). Absolute prohibition applies to all personal expenses, cash advances, or transaction splitting to circumvent limits.
4. **Documentation and Audit:** Cardholders must submit original, itemized receipts and a completed expense log to the Finance Department within five (5) business days of the transaction.
5. **Enforcement:** Failure to submit documentation or any unauthorized usage will result in immediate card revocation, personal financial liability, and potential disciplinary action under applicable New York Public Officers Law.

Communications:

Privilege of the floor: No one spoke

Upcoming meetings:

- ❖ Regular Town Board meeting – Monday, September 14th, 2026 at 7:00 p.m.

Audit the Bills: On a motion by Councilmember Ruth Drumm and seconded by Councilmember Andy Ellis the following **Resolution #26-51 Approving the Payment of Bills in Abstract 8G of 2026**, was adopted by vote: Supervisor Ian Murray- aye, Councilman Michael McLoughlin – absent, Councilwoman Ruth Drumm – aye, Councilman Gary Squires - aye, Councilman Andy Ellis - aye.

Carried 4 – 0

RESOLVED, by the Town Board of the Town of Saratoga to authorize payment of the bills listed in **Abstract 8G of 2026 in the following amounts:**

General Fund DB	No. 465-477	\$ 9,803.10
General Fund A	No. 443, 447-450, 453, 463, 478-501	\$24,089.39
General Fund B	No. 441, 502-503	\$ 8,327.65
General Fund H	No. 444, 452	<u>\$ 821.65</u>
Grand Total		\$ 43,041.79

A motion was made by Councilmember Andy Ellis and seconded by Councilmember Gary Squires to adjourn the meeting at 7:53 p.m. Supervisor Ian Murray - aye, Councilmember Michael McLoughlin – absent, Councilmember Ruth Drumm – aye, Councilmember Gary Squires - aye, Councilmember Andy Ellis - aye.

Carried 4 – 0

Meeting Adjourned

Respectfully Submitted,

Michelle Conover
Town Clerk