

**DRAFT MINUTES OF THE TOWN OF SARATOGA  
TOWN BOARD MEETING  
12 SPRING ST., SCHUYLERVILLE, NY  
October 12, 2022  
6:00 P.M.**

Supervisor Thomas Wood opened the meeting at 6:02 p.m. with the Pledge of Allegiance.

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

**Also present:** Deputy Clerk Michelle Conover, Building Inspector/Zoning Officer Gil Albert, Ian Murray and Pat Temple.

**Recognitions/Presentations/ Bid openings/Public Hearings:** On a motion by Supervisor Thomas Wood, seconded by Councilmember Michael McLoughlin, the following **Resolution 22-79, Honoring Elizabeth (Betty) Koval**, was adopted by vote: Supervisor Thomas Wood - aye, Councilman Michael McLoughlin – aye, Councilwoman Ruth Drumm – aye, Councilwoman Maxine Lautenberg – aye, Councilman Gary Squires - aye.

**Carried 5 – 0.** Supervisor Thomas Wood presented this Resolution to Chris and Jen Koval, Betty's son and daughter-in-law. Supervisor Thomas Wood read the following:

**WHEREAS**, Betty Koval has been a resident of Saratoga County for over 80 years and joined in operating the family farm with her husband, in the Town of Saratoga, since 1965; and

**WHEREAS**, Betty Koval has given generously of her time and talents to public service for over forty years; and

**WHEREAS**, Betty Koval served as a Town Councilmember of the Town of Saratoga for a total of 4 years, serving January 1, 2006 to December 31, 2009; and

**WHEREAS**, Betty Koval always worked hard and was fully engaged in performing her Town duties, striving to do the best possible job of serving the residents of the Town of Saratoga; and

**WHEREAS**, Betty Koval graduated from Saratoga Springs High School, Ellis Hospital and Syracuse University; and

**WHEREAS**, Betty Koval taught Practical Nursing at the Saratoga BOCES for 5 years; and

**WHEREAS**, Betty Koval worked as a Public Health Nurse and Administrator for the Saratoga County Public Health Department, initiating the first long-term Home Health Care Program; and

**WHEREAS**, Betty Koval was a 4-H Club leader and served for many years on the Board of Quaker Springs United Methodist Church; and

**WHEREAS**, Betty Koval served in each office on the Saratoga County Farm Bureau Board of Directors; and

**WHEREAS**, Betty Koval received the Farm Bureau's John D. Hall Memorial Award and the Agriculture Promoter of the Year Award; now, therefore be it

**RESOLVED**, that we, the Town Board of the Town of Saratoga, express our sincere thanks and appreciation to Betty Koval for her service and devoted dedication as a Public Officer; and be it further

**RESOLVED**, that these expressions of gratitude be made a permanent record of the minutes of this meeting.

**Approval of Minutes:** A motion was made by Councilmember Gary Squires and seconded by Councilmember Michael McLoughlin, **to accept the minutes of the September 8, 2022 Agenda meeting and the September 12, 2022 Regular meeting.** Supervisor Thomas Wood - aye, Councilman Michael McLoughlin – aye, Councilwoman Ruth Drumm – aye, Councilman Gary Squires - aye, Councilwoman Maxine Lautenberg - aye.  
**Carried 5 – 0**

The following reports were submitted:

**Town Clerk’s report for September 2022:** 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 \$1,993.56. Fees paid to the New York State Health Department for Marriage licenses \$0. Dog license fees to Supervisor Thomas Wood \$211.00. Clerk fees to Supervisor Thomas Wood \$265.44. Total State and Local Revenues received were \$2,516.00.

**Zoning Officer’s report for September 2022:** 13 Building Permits, 27 Building Inspections, 4 Certificates of Occupancy, 0 Junkyard Permits, 1 Complaint, 0 Fire Inspections, 1 Order to Remedy, 9 misc., 1 Building Permit Renewal and 1 Property Maintenance Inspection. Supervisor Thomas Wood received a check in the amount of \$2,630.00.

**Dog Control officer’s report for September 2022:** The following report was submitted by DCO Ed Cross: Dog Control Officer answered 4 complaints, took 3 dogs to the shelter, 0 bite case, traveled 155 miles, issued 0 warnings and 2 summons.

**Town Court report for September 2022:** 20 Traffic tickets closed, 1 Criminal/penal law case closed, 1 civil case closed, 6 Encon/DEC closed, 2 DWI cases closed, 1 Town and Dog cases closed. Supervisor Thomas Wood received the following checks: \$2,814.00 from Justice Charles Sherman, \$165.00 from Justice Daniel Waldron for a total amount of \$2,979.00.

**Highway Superintendent’s report for September 2022**

- ❖ Mowing at roadsides & limb cleanup
- ❖ Trim back willow trees on Haas Rd. & patched pot holes
- ❖ Signs updated on Hayes Rd.
- ❖ Started changing Children at Play signs to Slow – Children in Area
- ❖ Addressed sinkhole in Town Hall Parking Lot
- ❖ Blend driveways at Quaker Springs Hamlet
- ❖ Changed deteriorated driveway culverts on Beaver St. & Hayes Rd.
- ❖ Ditching on Beaver St.
- ❖ Truck 3 – disconnect switch installed
- ❖ Truck 2 – sent to Stewart & Stevenson for motor issue (head gasket)
- ❖ Truck 4 – replaced tarp and completed chainsaw maintenance
- ❖ Truck 5 – repaired leak
- ❖ New hire – Joshua Weaver from Victory Mills

Superintendent Don Ormsby stated another dump truck blew its head gasket and the cost to repair is \$20,000+. He said it has approximately 78,000 miles on it. He stated he’s looking to seal the garage floors with epoxy and they also have roofing issues; Flatley Read is looking into the flooring project for him and costs for roof replacement. He’d like to build another barn but after investigating costs, found it would not be cost effective, as they want a half million dollars or more for the building, so that’s a no-go.

**Supervisor's report for September 2022:**

**SUPERVISOR'S REPORT SEPTEMBER 2022**

**GENERAL FUND – TOWNWIDE (A FUND)**

Balance on hand 9/1/2022	\$ 959,038.05
Revenues	+ 49,287.88
Disbursements	- <u>83,111.52</u>
Balance 9/30/2022	\$ 925,214.41

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

Balance on hand 9/1/2022	\$2,272,713.54
Revenues	+ 21,869.25
Disbursements	- <u>10,732.25</u>
Balance 9/30/2022	\$2,283,850.54

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

Balance on hand 9/1/2022	\$1,295,321.70
Revenues	+ 224,711.91
Disbursements	- <u>284,562.26</u>
Balance 9/30/2022	\$ 1,235,471.35

SCHUYLER PARK CAPITAL PROJECT 9/30/2022	\$ 148,881.42
YOUTH RECREATION & SERVICE 9/30/2022	\$ 8,673.85
HIGHWAY EQUIPMENT RESERVE 9/30/2022	\$ 95,678.79
BUILDING RESERVE 9/30/2022	\$ 483,180.41
SCENIC BY WAYS QRTLRY 9/30/2022	\$ 312.04
PARKS RESERVE 9/30/2022	\$ 376,956.55
TRUST & AGENCY 9/30/2022	\$ 51,689.32
CDBG Project 9/30/2022	\$ -
HISTORIC HUDSON HOOSICK RIVER 9/30/2022 PARTNERSHIP	\$ 3,324.28
PROPERTY TAX CAP RESERVE 9/30/2022	\$ -
GFNB Certificate of Deposit 9/30/2022	\$ 754,057.09
NYCLASS 9/30/2022	\$ 706,443.39

**September 2022 Sales Tax Received - \$152,860.00**

**August 2022 Mortgage Tax Received - \$8,401.72**

**Public comments on agenda items:** None.

**Committee reports:**

**Senior Citizens:** Councilmember Maxine Lautenberg reported that the Quaker Springs Sunshiners met on October 10<sup>th</sup> with 20 people in attendance. Guest speaker Tim Lago,

historian for Quaker Springs Church and the Hamlet of Quaker Springs, gave a power point presentation on “A Brief Look of Quaker Springs History”. Future trips are being looked into but no decisions have been made to date. The Sunshiners are looking for volunteers to keep their records updated, to send cards if anyone is ill and to keep track of members birthdays. Meeting times will now be 11:30 a.m. going forward.

Next meeting: November 14<sup>th</sup> at 11:30 a.m. and it will be a Thanksgiving potluck luncheon, with a presentation on air frying.

**Insurance:** No report

**Youth:** No report

**QSFD:** Don Ormsby reported they have had 86 calls to date. He added the boat is in the water and will be pulled out once ice forms.

**WEMS:** No report

**Park Committee:** No report

**Old business:** Supervisor Thomas Wood stated the audit was accurate and truthful and the only problem they found is we have too much money in certain accounts and need to spend more. He said that’s a good problem to have. We are 40 days into the corrective action plan for them. He continues to look to the Board for help on this.

Supervisor Thomas Wood and the Board discussed different options to correct the acoustics in the Schuyler Room. He then reviewed the 2023 Budget changes with the Board, the need for an exclusive, secure building for our maintenance person, Tim Blanchard’s equipment, as well as the Town’s snowblower, along with a workshop for him. He said there is money in the budget for a Foote type building. Supervisor Thomas Wood said he’d like it in the location of the dumpster, as electric is there. He said he’ll get Flatley Read to put an RFP out and hopefully get this done in November.

He then asked the Board what amount of money would they be comfortable spending on sound and audio updates for the Schuyler Room. After a bit of discussion, it was decided they will go with \$30,000.00. He asked the Board what amount they’d be comfortable spending on a general household hazardous waste day cleanup and the Board felt the \$15,000.00 that’s been budgeted is good.

Next, Supervisor Thomas Wood stated that in the budget there is a line item, Cemetery, that used to have money there, but removed it as it was never used. We are not allowed to go on private cemeteries we don’t own and cannot, by law, do anything, which is why that money has been removed.

He then stated he put \$25,000.00 in the budget for a parttime planner for future. He added that he put \$100,000.00 to highway machinery and another \$100,000.00 in highway; all accounts are very healthy.

He said he’d like to apply the excess fund balance money, which the state auditor is urging the Town to spend, to county tax bills for Town residents only, those living outside the Villages, and it will meet guidelines of the comptroller’s office. He stated it would be double dipping if he included the Village residents’ county tax bills, which is why this will only be for the Town residents outside the Villages. The Board agreed.

He then reviewed the Quaker Springs Fire Department’s budget, although the Town has no control over that. He told the Board to digest all this information and asked them for their feedback.

The Board discussed acoustic sound absorbing tiles for the walls of the Schuyler Room. Councilmember Maxine Lautenberg noted she spoke with her niece and was told to do a band of acoustical tiles, keeping them close together, around the walls, 3' to 7' from the floor. These could go along the side wall and back wall and should be helpful. Supervisor Thomas Wood said this would be ARPA reimbursable and they will look into costs and other companies and will continue forward with this project.

Supervisor Thomas Wood asked Ian Murray to update the Board on the proposed tree removal regulations. Ian Murray stated they've not completed them yet, but he and Town Engineer Ken Martin met to work on it and will meet again with Gil Albert once he's back from vacation. They're working on erosion control town wide for all steep slopes. Once completed and if the Board approves, they'll need to amend the local law, hold a public hearing and go from there.

**New business:**

On a motion by Councilmember Maxine Lautenberg, seconded by Councilmember Gary Squires, the following **Resolution #22-77 – Increasing Appropriations by \$15,000.00**, was adopted by vote: Supervisor Thomas Wood - aye, Councilman Michael McLoughlin – aye, Councilwoman Ruth Drumm – aye, Councilwoman Maxine Lautenberg – aye, Councilman Gary Squires - aye.

**Carried 5 – 0**

**WHEREAS**, the Town of Saratoga received a Minor Contract in the amount of \$15,000.00 from Saratoga County for professional services for an RFP for the Old Canal Cleanup, which has been deposited into B-2770 Revenues; and

**WHEREAS**, the Town of Saratoga has \$10,000 in its B-8510.4 - Community Beautification line of the 2022 Budget; and

**WHEREAS**, together with the revenue of \$15,000 from Saratoga County, plus the \$10,000 in B-8510.4 – Community Beautification, for a total sum of \$25,000; now, therefore, be it

**RESOLVED**, that the Town Board of the Town of Saratoga authorizes the Town to pay the Village of Schuylerville \$25,000 as a contribution to the Canal Restoration Engineering Study RFP, for the cleanup of the Old Canal.

On a motion by Councilmember Michael McLoughlin, seconded by Councilmember Gary Squires, the following **Resolution #22-78 – Mass Gathering Permit #2 – Head of the Fish Rowing Regatta, October 29 – 30<sup>th</sup>**, was adopted by vote: Supervisor Thomas Wood - aye, Councilman Michael McLoughlin – aye, Councilwoman Ruth Drumm – aye, Councilman Gary Squires - aye, Councilwoman Maxine Lautenberg - aye.

**Carried 5 – 0**

**WHEREAS**, the required information has been submitted, as required by Local Law #2 of 2006, and

**WHEREAS**, the Town Board of the Town of Saratoga has held a public hearing on October 12, 2022 for input by interested persons, and

**WHEREAS**, the event is desirable for the town, therefore be it,

**RESOLVED**, by the Town Board of the Town of Saratoga that the permits be granted conditional upon the Town of Saratoga receiving a Certificate of Insurance for the above event naming the Town of Saratoga as additional insured in the amount of \$2 million, at least 5 business days prior to the event; that the event is found to be in compliance with the NYS

Department of Health regulations of Chapter 1, Title 10, Part 18 by the NYS DOH when required; and that the review of the information required by Local Law #2 of 2006, Section 3 is found to be adequate.

On a motion by Councilmember Michael McLoughlin, seconded by Councilmember Gary Squires, the following **Resolution #22-80 – Fund Transfer - \$4,000 Donation to the American Legion from A1990 Contingency, into A6510.4 Veterans Services**, was adopted by vote: Supervisor Thomas Wood - aye, Councilman Michael McLoughlin – aye, Councilwoman Ruth Drumm – aye, Councilman Gary Squires - aye, Councilwoman Maxine Lautenberg - aye.

**Carried 5 – 0**

**RESOLVED**, that the Town Board of the Town of Saratoga authorizes the transfer of \$4,000.00 from A-1990 Contingency Account, into A-6510.4 Veterans Services Account, for a donation to the American Legion to help cover the cost of sealing their parking lot.

**Communications:** Supervisor Thomas Wood stated that National Grid is back on track and the LED street light bulbs will soon be installed. The Board then talked about the Climate Smart Community group and Councilmember Maxine Lautenberg had submitted information for the Board, which is in their packets. She will, at a later date, share a list of people involved with the program, to the Board. Until then, the Board will have time to read the information supplied.

**Privilege of the floor:** No one spoke.

**Upcoming meetings:**

- ❖ Agenda Meeting – November 3, 2022 at 6:00 p.m.
- ❖ Regular Town Board meeting – Thursday, November 10, 2022 at 6:00 p.m.

**Audit of the Bills:** On a motion by Councilmember Gary Squires, seconded by Councilmember Ruth Drumm, the following **Resolution #22-81 - Approving the Payment of Bills in Abstract 10G of 2022**, was adopted by vote: Supervisor Thomas Wood - aye, Councilman Michael McLoughlin – aye, Councilwoman Ruth Drumm – aye, Councilman Gary Squires - aye, Councilwoman Maxine Lautenberg - aye.

**Carried 5 - 0**

**RESOLVED**, by the Town Board of the Town of Saratoga to authorize payment of the bills listed in **Abstract 10G of 2022 in the following amounts:**

<b>General Fund DB</b>	<b>No. 653, 670-685</b>	<b>\$ 63,456.87</b>
<b>General Fund A</b>	<b>No. 649-651, 656, 668, 686-703</b>	<b>\$ 33,502.26</b>
<b>General Fund B</b>	<b>No. 704-710</b>	<b>\$ 36,837.91</b>
<b>H Schuyler Park</b>	<b>No. 711 &amp; 712</b>	<b>\$ 1,054.53</b>
<b>HH</b>	<b>No. 669</b>	<b><u>\$ 3,324.28</u></b>

**Grand Total \$ 138,175.85**

A motion was made by Supervisor Thomas Wood, seconded by Councilmember Gary Squires **to Enter into Executive Session at 7:59 p.m. to discuss matters relating to proposed, pending or current litigation.** Supervisor Thomas Wood - aye, Councilwoman Ruth

Drumm – aye, Councilman Michael McLoughlin – aye, Councilman Gary Squires - aye, Councilwoman Maxine Lautenberg - aye.

**Carried 5 – 0**

A motion was made by Councilmember Maxine Lautenberg, seconded by Councilmember Gary Squires, **to Exit Executive Session at 8:13 p.m. No Board action was taken.**

Supervisor Thomas Wood - aye, Councilwoman Ruth Drumm – aye, Councilman Michael McLoughlin – aye, Councilman Gary Squires - aye, Councilwoman Maxine Lautenberg – aye.

**Carried 5 – 0**

**A motion was made by Councilmember Ruth Drumm, seconded by Councilmember Michael McLoughlin, to adjourn the meeting at 8:13 p.m.** Supervisor Thomas Wood - aye, Councilman Michael McLoughlin – aye, Councilwoman Ruth Drumm – aye, Councilman Gary Squires - aye, Councilwoman Maxine Lautenberg - aye.

**Carried 5 - 0**

**Meeting Adjourned**

Respectfully Submitted,

Linda A. McCabe  
Town Clerk