

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

**March 11, 2024  
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 - present, Councilwoman Ruth Drumm - present, Councilman Gary Squires - absent, Councilwoman Maxine Lautenberg - present.

**Also present:** Building Inspector/Zoning Officer Gil Albert and other interested parties.

**Recognitions/Presentations/ Bid openings/Public Hearings:**

- ❖ **Public Hearing LL#1 of 2024 Moratorium for Major Solar Collection Systems** - Bernardo Urdaneta of Cypress Creek Renewables addressed the Board. Cypress Creek is leasing land in the Town and were preparing to submit an application for a major large scale solar collection system, but the moratorium was put into place. Cypress Creek would like the opportunity to have some input if possible. They have a proven track record in New York State, with 50 sites across 35 Towns. Their key concern is the lot coverage ratio seems too restrictive at 10%. A 20-25% ratio is what they would be looking for and need. Supervisor Murray stated he'd be interested in hearing additional comments from them in the future.
- ❖ **Public Hearing LL#2 of 2024 - Planning and Zoning, Town Code Updates:** Paul Murphy of Hill Road addressed the board. Mr. Murphy asked what the conservancy district was. Supervisor Murray stated the conservancy district follows the water bodies within the Town, which include the Hudson River and Fish Creek. Mr. Murphy asked if there are specifications about how big, hours of operation, parking etc. for an allowable restaurant. Supervisor Murray said this specification would be included in the site plan for Planning Board review when applicable. Supervisor Murray said that the Town Board is just allowing the use of restaurants in the conservancy district and the definition of restaurant is in our Zoning Code. Mr. Murphy asked that the public hearing stay open through the next month so the residents can digest and understand the proposed local law.

**Approval of Minutes:** A motion was made by Councilmember Michael McLoughlin and seconded by Councilmember Ruth Drumm, **to accept the minutes of the February 12th Regular Town Board meeting as written.** Supervisor Ian Murray - aye, Councilmember Michael McLoughlin - aye, Councilmember Ruth Drumm - aye, Councilmember Gary Squires - absent, Councilmember Maxine Lautenberg - aye.  
**Carried 4 - 0**

**Town Clerk's report for February 2024:** Fees paid to the NYS Dept. of Agriculture and Markets for the Animal Population Control Program \$37.00. Fees paid to New York D.E.C. for hunting and fishing licenses \$9.44. Fees paid to the New York State

Health Department for Marriage licenses \$0. Dog license fees to Supervisor Ian Murray \$160.00. Clerk fees to Supervisor Ian Murray \$20.56. Total State and Local Revenues received were \$227.00.

**Zoning Officer's report for February 2024:** 8 Building Permits, 20 Building Inspections, 3 Certificates of Occupancy, 0 Junkyard Permits, 1 Complaint, 0 Fire Inspections, 1 Order to Remedy, 5 misc., 5 Building Permit Renewals and 0 Property Maintenance Inspections. A check for \$2,918.10 was given to Supervisor Ian Murray.

**Dog Control officer's report for February 2024:** Ed Cross, Dog Control Officer answered 8 complaints, took 1 dog to the shelter, 1 bite case, traveled 118 miles, issued 4 warnings and 0 summons' were issued.

**Town Court report for February 2024:** - 1. The following checks were submitted to Supervisor Ian Murray for fines & fees: \$420.00 from Justice Charles Sherman - and \$1,220.00 from Justice John McCarron.

**Tax Collector's report:** As of March 6th, 2024, 85% of taxes have been collected, with a total to date of \$3,612,418.97, 1915 mailed in their payments, 193 made payments on-line and 654 payments were made by wire transfer.

**Historian's report for February 2024:** No report.

**Assessor's report February 2024:** No report.

**Highway Superintendent's report for February 2024:**

- ❖ Addressing potholes, leaning limbs and down trees
- ❖ Sign repairs and inspections
- ❖ Started ditching on Burgoyne rd
- ❖ Cleaning up trucks
- ❖ Update sign inventory
- ❖ Dredge firehouse pond testing Gradall repairs
- ❖ Repair oil leak and plugged radiator on Cat roller
- ❖ Replace mats and changed oil and filters on small roller
- ❖ Did fluid maintenance and addressed electrical issue on backhoe
- ❖ Replaced dashboard bulbs and cleaned DEF port on Gradall
- ❖ Changed tires and did fluid maintenance on Gradall
- ❖ Did oil and filters on Grader
- ❖ Working on Town historical signs, repairs and fresh paint
- ❖ Sanded twice and plowed once for snow storms

**Supervisor's report:**

**SUPERVISOR'S REPORT FEBRUARY 2024**

**GENERAL FUND – TOWNWIDE (A FUND)**

Balance on hand 2/1/2024	\$ 1,617,348.64
Revenues	+46,713.31

Disbursements	- 485,713.25
Balance 2/29/2024	\$1,178,348.70

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

Balance on hand 2/1/2024	\$2,302,113.95
Revenues	+ 2,727.45
Disbursements	- 10,201.66
Balance 2/29/2024	\$2,294,639.74

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

Balance on hand 2/1/2024	\$ 845,738.68
Revenues	+ 87.78
Disbursements	- 78,685.67
Balance 2/29/2024	\$ 767,140.79

SCHUYLER PARK 2/29/2024	\$ 113,065.96
YOUTH RECREATION & SERVICE 2/29/2024	\$ 8,673.85
HIGHWAY EQUIPMENT RESERVE 2/29/2024	\$ 80,722.73
BUILDING RESERVE 2/29/2024	\$ 483,563.94
CDPHP & HRA 2/29/2024	\$ 3,170.29
AHC HOME IMPROVEMENT 2/29/2024	\$ 61,990.00
SCENIC BY WAYS QRTLRY 2/29/2024	\$ 312.21
PARKS RESERVE 2/29/2024	\$ 376,956.55
GFNB Certificate of Deposit 2/29/2024	\$ 794,303.08
NYCLASS 2/29/2024	\$ 751,556.86

**January 2024 Mortgage Tax Received – \$14,447.50**

**February 2024 Sales Tax Received - \$157,072.00**

**February 2024 (AUC) Adult Use Cannabis Tax Received - \$ 1,551.87**

- ❖ **Website Update** – Supervisor Ian Murray stated since we just got done going over the financials for the Town, I would give an update on the Town website. This was advertised and an RFP was sent out. Supervisor Murray handed Board members a chart with information regarding the cost associated with the design of a new website. The scope of each bid is the same for all, averaging approximately \$11,000.00. Town Board budgeted \$25,000.00 in this year’s budget and I have also secured a \$7,100.00 grant from the County to fund this website project. Supervisor Murray is waiting on the cost to archive all of our records on the website. Two of the three bids were only archiving the last five years of records. Councilmember Michael McLoughlin suggested that Supervisor Murray go forward once all cost’s associated with this updated are submitted.

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

**Committee reports:**

**Landfill:** No report.

**Insurance:** No report.

**Youth:** Councilmember Michael McLoughlin stated that the director of Christ the King Center reached out to him and advised that they are closer than they have been for the last four years to hiring someone for the swim program. The director will work up a contract and we should have more information next month. Supervisor Murray stated that we do have a \$2,500.00 grant to help with this program.

Councilmember Maxine Lautenberg spoke with Jennie Winters program director for Schuylerville Youth Center. In their conversation she mentioned that she always wanted the counselors to have CPR and first aid training, but they can't afford it. Councilmember Maxine Lautenberg suggested that Jennie write up a proposal and submit it to the Town to see if the Town could help. Supervisor Murray said he'd be interested in seeing the proposal and currently in the Town budget we give the youth program \$5,000 a year. Supervisor Murray said it's a worthwhile expense. Councilmember Ruth Drumm mentioned that maybe the Village could contribute also.

Supervisor Ian Murray advised that Saratoga County announced Jump into Youth Month. If you are a Saratoga County resident between the ages of 6-17 years old you can participate in a free Double Dutch Jump Rope Clinic sponsored by the Saratoga County Department of Aging and Youth services to celebrate Youth Month. This event will be taking place April 2, 3 & 4, 2024 from 11 am to 4 pm at Gavin Park.

**Park Committee:** Supervisor Ian Murray had a meeting with the Appointed Acting Superintendent of the Schuylerville Central School District, James Ducharme. The contract between Schuyler Park and the school district ran out in 2023. The school has agreed to a \$10,000.00 payment for the 2023-2024 season. Then from 2024-2029 the school agreed to increase their amount to \$15,000.00 a year. This goes to the maintenance and operational costs of Schuyler Park. We are waiting on the signed contract to come back.

**Office of Emergency Management (OEM):** Supervisor Ian Murray is continually working of the updates of OEM.

**WEMS, QSFD Reports:** No report.

**Old business:**

**New business:**

- ❖ 4 Life Entertainment Mass Gathering permit application. We will hold a public hearing on this next month. All information request were sent out to the various departments Sheriffs, State Parks Police, Saratoga County EMS coordinator, Town Engineer, QSFD and Wilton EMS, we are awaiting on their responses.

- ❖ We also have three other applications for Mass Gatherings which are the regattas for the Saratoga Rowing Association. We are planning on holding a public hearing for these next month also.

On a motion by Councilmember Ruth Drumm and seconded by Councilmember Michael McLoughlin, the following **Resolution #24-38 Board of Assessment Review (BAR) Reappointment of Rawson Gamage** was adopted by vote: Supervisor Ian Murray - aye, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – aye, Councilmember Gary Squires - absent, Councilmember Maxine Lautenberg - aye.

**Carried 4-0.**

**WHEREAS**, the term of BAR Member Rawson Gamage expired 9/30/2023 and; now, therefore be it

**RESOLVED**, that the Town Board of the Town of Saratoga hereby reappoints Rawson Gamage for a 5-year term as Member of the BAR from 10/1/2023 – 09/30/2028.

On a motion by Councilmember Ruth Drumm and seconded by Councilmember Michael McLoughlin the following **Resolution #24-39 Schuyler Park Committee Appointment – Kristen Becht** was adopted by vote: Supervisor Ian Murray - aye, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – aye, Councilmember Gary Squires - absent, Councilmember Maxine Lautenberg - aye.

**Carried 4-0.**

**WHEREAS**, the Town of Saratoga and the Town of Northumberland have entered into a municipal cooperation agreement for the operation of Schuyler Park; and

**WHEREAS**, the Schuyler Park Municipal Cooperation Agreement requires the establishment of a six person committee three of which are to be residents of the Town of Saratoga and three of which are to be residents of the Town of Northumberland; now therefore be it

**RESOLVED**, that Kristen Becht be appointed for a three year term from March 11<sup>th</sup>, 2024 through March 31, 2027 on the Schuyler Park Committee.

#### **Communications:**

- ❖ **Sheriff's update:** Donate for Life month is April 2024. Supervisor Murray was advised that in 2013, Saratoga County had 68,576 residents signed up as donors. Ten years later in 2023 they had 136,149 signed up. The national average is 64%, state average is 40% and Saratoga County is at 71%.
- ❖ **Rental Units review:** The Supervisor and all Councilmembers agreed to a rental increase of 3% for the year 2024. We will update the rental contracts and get them sent out. There was a discussion regarding early termination of a lease. The Town will require 60 days' notice for early termination. The fee for early termination is based upon the length of the lease. Yearly lease, one months' rent, two years lease, two months' rent, three years lease, three months' rent and longer leases will pay until the space is re-leased.

**Privilege of the floor:** The following address the Board: Paul Murphy address the board.

**Upcoming meetings:**

- ❖ Regular Town Board meeting – Monday, April 8th, 2024 at 7:00 p.m.

**Audit the Bills:** On a motion by Councilmember Ruth Drumm and seconded by Councilmember Michael McLoughlin, the following **Resolution #24-40 - Approving the Payment of Bills in Abstract 16G of 2023** was adopted by vote: Supervisor Ian Murray - aye, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – aye, Councilmember Gary Squires - absent, Councilmember 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 16G of 2023 in the following amounts:**

<b>General Fund B</b>	<b>No. 943</b>	<b>\$ 262.82</b>
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**Grand Total \$ 262.82**

**Audit the Bills:** On a motion by Councilmember Maxine Lautenberg and seconded by Councilmember Michael McLoughlin, the following **Resolution #24- 41- Approving the Payment of Bills in Abstract 3G of 2024**, was adopted by vote: Supervisor Ian Murray - aye, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – aye, Councilmember Gary Squires - absent, Councilmember 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 3G of 2024 in the following amounts:**

<b>General Fund DB</b>	<b>No. 118-133</b>	<b>\$ 23,281.42</b>
<b>General Fund A</b>	<b>No. 95-99, 134-162</b>	<b>\$373,314.48</b>
<b>General Fund B</b>	<b>No. 114-117</b>	<b>\$ 3,997.37</b>
<b>General Fund H</b>	<b>No. 113</b>	<b>\$ <u>24.56</u></b>

**Grand Total \$ 400,617.83**

A motion was made by Councilmember Michael McLoughlin and seconded by Councilmember Maxine Lautenberg, **to adjourn the meeting at 8:04 p.m.** Supervisor Ian Murray - aye, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – aye, Councilmember Gary Squires - absent, Councilmember Maxine Lautenberg - aye.

**Carried 4 – 0**

**Meeting Adjourned**

Respectfully Submitted,

Michelle Conover  
Town Clerk