

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

**February 13, 2012  
7:00 P.M.**

Supervisor Thomas Wood opened the meeting with the Pledge of Allegiance at 7:00 p.m.

**Roll call:** Ruth Drumm, Town Clerk, called the roll. Supervisor Thomas Wood- present, Councilman Fred Drumm - present, Councilman Charles Hanehan- present, Councilman Michael McLoughlin – present, and Councilman James Jennings - absent

**Also present:** Deputy Town Clerk Linda McCabe, Town Attorney William Reynolds, Zoning Officer Gil Albert, Highway Superintendent Don Ormsby Jr., Tax Collector Jim Gorham, and other interested persons.

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

**Approval of Minutes:** A motion was made by Councilman Charles Hanehan and seconded by Councilman Michael McLoughlin to accept the minutes of the January 9<sup>th</sup> regular meeting as written.

Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, and Councilman James Jennings – absent Carried 4 – 0.

**Town Clerk’s report for January 2012:** Fees paid to the NYS Dept. of Agriculture and Markets for the Animal Population Control Program \$69.00. Fees paid to New York D.E.C. for hunting and fishing licenses \$109.60. Fees paid to the New York State Health Department for Marriage licenses \$0. Dog license fees to Supervisor Thomas Wood \$306.00. Clerk fees to Supervisor Thomas Wood \$96.40. Total State, County, and Local Revenues received were \$596.00.

**Zoning Officer’s report for January 2012:** Gil Albert reported: 2 Building Permits, 6 Building Inspections, 2 Certificates of Occupancy, 0 Orders to Remedy, 0 Fire inspections, 0 Complaints, 1 Building Permit Renewal, 1 Property Maintenance Inspection, and 3 misc. appointments. A check for \$848.75 was given to Supervisor Thomas Wood.

**Dog Control officer’s report for January 2012:** The report was read by Supervisor Thomas Wood: answered 16 complaints, took 2 dogs to the shelter, 0 bite cases, traveled 103 miles, issued 8 warnings and 11 summonses were issued.

**Town Court report for January 2012:** The following were closed: 66 Vehicle & Traffic, 10 Criminal/Penal Law, 0 DEC/ENCON, 6 Dog cases, 2 DWI’s, 0 Town & Village Ordinance, 1 Small Claim/Civil, 1 Eviction, 0 Bench trials, 1 (case transfer) Divestiture Form sent to County Court, 0 attended the Science of Speed School, 0 Defendants sentenced to probation, 25 hours of community service issued, 0 days of jail

time issued, 3 Orders of Protection issued, and \$7,901.00 in fees were paid to the NY State Comptroller.

**Tax Collector's report:** Tax Collector Jim Gorham reported that through February 10, 2012 he has collected \$2,443,219.24 on 2,469 parcels (82.7%).

**Historian's report:** Sean Kelleher submitted the following report:

The last month I worked with Post Star reporter Thomas Dimopoulos on a story about the name Saratoga and confusion with the City of Saratoga Springs. In addition, I was able to participate in a project with the National Park on visualizing the early 1770's Schuyler Estate. The park hired artist Len Tantillo, who used original maps, documents, and archeology to reinvent the Schuyler Estate. Using computer animation, this place in history that none of us have ever seen comes to life. It is an amazing process and it has started new threads of research.

The next meeting of the Old Saratoga Historical Association will be Thursday, February 23 at 7:30 pm, at town hall. The speaker is historic reenactor Lou Myers on the War of 1812.

The next meeting of Heritage Hunters is Saturday, February 18 at 1 pm at town hall. The speaker is Joan Parslow, Director of the Albany, NY Family History Center focused on "Researching and Accessing Genealogy Records held by the Latter Day Saints."

**Assessor's report:** Victoria Hayner submitted the following report February 2012:

The Assessor's Office remained steadily busy during the past month. Exemption forms are being received and processed. The deadline for exemption applications is March 1, 2012.

Sales continue to be processed for the town. During the last few weeks we processed 15 valid sales and 7 non-valid sales. Of these sales 5 were commercial sales, 3 were vacant land, and 14 were residential sales.

We have been out doing some additional field work and looking at our building permits so that we can have as up-to-date information as possible on our impact statements.

The Revaluation Project is nearing the completion of the valuation stage. A Public Information Meeting is scheduled on February 13<sup>th</sup> at 6:30 PM in the Meeting Room at the Town Hall to inform residents of the process with the mailing of Impact Statements and scheduling of Informal Reviews. Impact Statements will be mailed around the 16<sup>th</sup> of February and Informal Reviews will be held February 27<sup>th</sup> – March 15<sup>th</sup> by the assessor by appointment only. Details on how to make an appointment will be contained in the Impact Statement mailing.

The Assessor's Office is open Monday – Thursdays from 9:00 AM – 1:00 PM. The Assessor is in the office on Tuesday and Thursday.

**Highway Superintendent's report:** Highway Superintendent Don Ormsby Jr. reported that they are working on:

- ❖ Russell Road repairs
- ❖ Prepping Hanehan Road for ditching and blacktopping in the spring.
- ❖ Updating truck maintenance and repairs.
- ❖ Almost all files on the garage computer have been retrieved.

**Supervisor's report:**

**SUPERVISOR'S REPORT JANUARY 2012**

**GENERAL FUND – TOWNWIDE (A FUND)**

Balance on hand JAN. 1	\$ 746,628.75
JAN. Revenues	+ 17,669.71
JAN. Disbursements	- <u>51,257.64</u>
Balance JAN. 31	\$ 713,040.82

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

Balance on hand JAN. 1	\$ 628,067.24
JAN. Revenues	+ 1,322.57
JAN. Disbursements	- <u>8,410.44</u>
Balance JAN. 31	\$ 620,979.37

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

Balance on hand JAN. 1	\$ 955,563.24
JAN. Revenues	+ 124,799.44
JAN. Disbursements	- <u>35,871.32</u>
Balance JAN. 31	\$ 1,044,491.36

SCHUYLER PARK CAPITAL PROJECT JAN. 31	\$ 94,272.62
YOUTH RECREATION & SERVICE JAN. 31	\$ 1,669.33
HIGHWAY EQUIPMENT RESERVE JAN. 31	\$ 12,843.59
BUILDING RESERVE JAN. 31	\$ 125,680.67
SCENIC BY WAYS GRANT JAN. 31	\$ 310.27
PARK RESERVE JAN. 31	\$ 51,956.55
CDBG2 FUND JAN. 31	\$ 0.00

- ❖ **Sales Tax Received – January 2012 - \$124,554**
- ❖ **December Mortgage Tax - \$9,249.50**
- ❖ **A check was received from Green Fiber for \$85.38 for 3 months of recycled paper and cardboard at the town hall's bin.**
- ❖ **Tenant Update:**
  - **Michelle DeGarmo has requested to lease a larger office in the north wing.**
  - **Vermont Timber Frames, Inc. would like to lease the suite in the north wing.**
  - **Supervisor Thomas Wood reported that he has been contacted by two parties interested in leasing space in the north wing. One is interested in leasing 1,500 sq. ft. and the other 3,100 sq. ft..**

- ❖ **Planning Board Alternate needed – Interested persons contact Supervisor Thomas Wood at 695-3644 ext. 314 or send a letter of interest.**

**Public comments on agenda items: Thomas R. Drew Sr. and Geraldine Freedman** addressed the board for clarification on agenda items.

**Committee reports:**

**Landfill:** No report.

**Insurance:** No report.

**Youth:** No report.

**Senior Citizens:** No report.

**Parks/Schuyler Park Committee:** No report.

**Office of Emergency Management: Sherry Doubleday** reported that Reverse 911 information needs to get out to the people. She said a flyer will be distributed throughout the town. **Supervisor Thomas Wood** added that if you have a cell phone or service from other than Verizon or Time Warner you need to call the County Office of Emergency Management at 885-2232 and leave your name, 911 address and phone number for receiving the Reverse 911 calls. He added that you can also leave your email address for notification.

Sherry stated that she will be attending a meeting on February 22<sup>nd</sup> with Saratoga County Emergency Coordinators where they will be discussing local plans for sheltering and warming centers; the new configuration of the NYS Office of Emergency Management; Reverse 911 uses and training; and lessons learned from Irene.

**Committee to Honor Volunteer Firefighters & Emergency Medical Service Workers: No report.**

**GSES, QSFD, SLPID/SLA, SCFB Reports:  
GENERAL SCHUYLER EMERGENCY SQUAD:**

January Numbers

Town of Saratoga and Town of Northumberland:

Total number of calls for January 2012	38
Total Town of Saratoga	15
Town of Northumberland	1
Village of Schuylerville	14
Village of Victory Mills	4

Mutual Aid Saratoga	1
Mutual Aid Wilton	1
Mutual Aid Stillwater	1
ALS Assist Stillwater	1

**Highlights from January:**

Our total number of calls for 2011 was 630.

Our total number of calls for 2010 was 663.

In the month of January training on the power stretcher, KED and stair chair was held with Schuyler Hose. Would like to continue with Schuyler Hose on a monthly basis.

1. We, GSES have coordinated through the County EMS coordinator, Mike McEvoy a sustainable plan to provide mutual aid to the city of Saratoga in the event of SEMS going out of business and Empire not being in place. We also have worked with our Mutual aid plan to insure adequate coverage in the event our agency is overwhelmed with EMS requests.
2. We are also looking into a collaborative purchasing agreement with the area emergency agencies to cut capital costs and save on shipping.
3. We are looking at collaborative agreements with most of our service providers, i.e. Insurance, vehicle maintenance, Station supplies, etc. to cut costs.
4. We had several providers attend Chemical Assisted Suicide training
5. We have a Meth Lab awareness class scheduled.
6. We will be going on line with our insurance agent to implement on-line learning for OSHA and other mandated classes, this is a free service and will insure all members are trained and will be at their pace, saving time and money
7. GSES is looking into becoming an American Heart Association training center, this is to expand your teaching to not only the general public but other healthcare providers in the region.
8. During the coming months we are looking at restructuring both the administrative and operational titles and responsibilities to become more in line with other agencies in our immediate area.

**As always General Schuyler would like to extend our sincere thanks for your continued support of our agency.**

**Old business:**

**New business:**

On a motion by Councilman Fred Drumm and seconded by Councilman Charles Hanehan the following **Resolution #12-36 Surplus Items and Scrap Metal** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – absent Carried 4 – 0.

**WHEREAS**, the Town has surplus items and scrap metal which is unneeded for Town purposes, now therefore be it

**RESOLVED**, that such surplus items and scrap metal be removed and sold for scrap.

On a motion by Councilman Charles Hanehan and seconded by Councilman Michael McLoughlin the following **Resolution #12-37 Michelle DeGarmo – Lease**

was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – absent Carried 4 – 0.

**WHEREAS**, the Town has excess space in the Town Hall at 12 Spring Street, Schuylerville, NY which is unneeded for Town purposes, and which has been leased previously; and

**WHEREAS**, the Town Board desires to lease such excess space for fair and adequate consideration; it is hereby

**RESOLVED**, that approximately 160 square feet of space in the north wing, second floor of the Town Hall, Suite 203, Room 1 be leased to Michelle DeGarmo on a month to month basis for a monthly rental amount of \$170 and other terms to be as set forth under a form of lease agreement presently in use for other business tenants in the Town Hall; and it is further,

**RESOLVED**, that the Town Supervisor is authorized to enter into a lease agreement to carry out this resolution, subject to approval of the Town Attorney as to form; and it is further

**RESOLVED**, that the present lease of Michelle DeGarmo be terminated by mutual agreement.

On a motion by Councilman Michael McLoughlin and seconded by Councilman Charles Hanehan the following **Resolution #12-38 Vermont Timber Frames, Inc. - Lease** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – absent Carried 4 – 0.

**WHEREAS**, the Town has excess space in the Town Hall at 12 Spring Street, Schuylerville, NY which is unneeded for Town purposes, and which has been leased previously; and

**WHEREAS**, the Town Board desires to lease such excess space for fair and adequate consideration; it is hereby

**RESOLVED**, that approximately 546 square feet of space in the north wing, second floor of the Town Hall, Suite 203, Room 1E, be leased to Vermont Timber Frames, Inc. on an annual basis for a monthly rental amount of \$579.00 and other terms to be as set forth under a form of lease agreement presently in use for other business tenants in the Town Hall, and it is further,

**RESOLVED**, that the Town Supervisor is authorized to enter into a lease agreement to carry out this resolution, subject to approval of the Town Attorney as to form.

On a motion by Councilman Michael McLoughlin and seconded by Councilman Charles Hanehan the following **Resolution #12-39 Gradall Trade** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – absent Carried 4 – 0.

**WHEREAS**, the current 2006 model XL3100 Gradall does not perform to the necessary standards needed by the highway department; and

**WHEREAS**, it has an intricate electrical system that prohibits in-house repair; therefore be it

**RESOLVED**, that the current 2006 model XL3100 Gradall be evenly traded for a 2004 model XL4100 Gradall with a 72” bucket and a 42” digging bucket with teeth that will meet the highway department’s needs.

**Communications:**

- ❖ **Sixth Annual “Take a Shot for Breast Cancer” event on March 18<sup>th</sup>, Alcove Marina, 866 Route 4 South, Schuylerville, NY, 695-6079.**
- ❖ **Councilman Michael McLoughlin reported that SAFER is having a Spaghetti Supper at the Elementary School on March 1<sup>st</sup> from 4 to 7 p.m.**

**Privilege of the floor: The following residents addressed the board: Geraldine Freedman and Sherry Doubleday.**

**Upcoming meetings:**

- ❖ **Agenda meeting – Thursday, March 8, 2012 at 7:00 p.m.**
- ❖ **Regular town board meeting – Monday, March 12, 2012 at 7:00 p.m.**

**Audit the Bills:** On a motion by Councilman Fred Drumm and seconded by Councilman Charles Hanehan the following **Resolution #12-40 Approving the payment of bills in Abstract 2G** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – absent Carried 4 – 0.

**RESOLVED**, by the Town Board of the Town of Saratoga to authorize payment of the bills listed in Abstract 2G (02/13/2012) in the following amounts: General A \$29,534.95, General B \$1,580.37, CDBG CD2 \$26,800.00, and Highway Outside DB \$33,249.26 for a total of \$91,164.58.

**A motion to adjourn at 8:12 p.m.** was made by Councilman Charles Hanehan and seconded by Councilman Fred Drumm. Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – aye, Councilman Michael McLoughlin – aye, Councilman James Jennings – absent Carried 4 – 0.

Respectfully Submitted,

Ruth Drumm  
Town Clerk