

**ORGANIZATIONAL MEETING OF THE TOWN BOARD
OF THE TOWN OF SARATOGA, 12 SPRING ST.,
SCHUYLERVILLE, NY**

**January 10, 2011
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- absent, Councilman Michael McLoughlin – present, Councilman James Jennings - present,
Also present: Deputy Town Clerk Linda McCabe, Town Attorney William Reynolds, Zoning Officer Gil Albert, Highway Superintendent Dave Hall, Tax Collector Jim Gorham, Ian Murray, Laurie Griffen, Clarence Fosdick, Geraldine Freedman and other interested persons.

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

ORGANIZATIONAL APPOINTMENTS AND DESIGNATIONS:

On a motion by Councilman Fred Drumm and seconded by Councilman Michael McLoughlin the following **Resolutions #11-01 through #11-28 - Organizational Appointments** were adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – absent, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye. Carried 4 – 0.

Resolution #11-01, setting the “Rules of the Board”:

WHEREAS, §63 of the Town Law provides that the Town Board may determine the rules of its procedures; now, therefore be it

RESOLVED, that the following Rules of Order be and the same are hereby adopted pursuant to §63 of the Town Law:

RULES OF ORDER OF THE TOWN BOARD OF THE TOWN OF SARATOGA

1. The Supervisor shall preside at all meetings of the Board and shall preserve order and decorum in debate.
2. The Board shall be called to order by the Supervisor. A quorum must be present in order to conduct business of the town. A quorum shall be defined as three members of the town board.
3. The Supervisor, immediately following the opening of every regular meeting of the Board, shall proceed to the regular order of Town business as follows: Roll Call, Approval of Minutes, Town Clerk’s report, Zoning Officer’s Report, Dog Control Officer’s Report, Town Court Report, Tax Collector’s Report, Historian’s Report, Assessor’s Report, Highway Superintendent’s Report, Supervisor’s Report, Public comments on agenda items, Committee reports, Old Business,

- New Business, Communications, Privilege of the Floor, Auditing Bills, Establishment of the Next Regular Meeting, Adjournment.
4. Public Hearings: It shall be the duty of the Supervisor to preside at all general or special business hearings, to instruct all persons addressing the Board to state their names, addresses, and to state whether they are for or against the proposal. Those in favor of the proposal before the Board should speak first and those in opposition should speak last. At such hearings the Board may have special rules and prescribe the time to be allotted as 3 minutes to each speaker. Once all persons wishing to speak have spoken once, any person wishing to speak a second time may do so for a maximum of 2 minutes.
 5. At the close of the public hearing as provided for in paragraph "4" above, the Supervisor may grant any member of the general public in attendance at such meeting a reasonable opportunity to be heard on any question or subject in which the Town is concerned.
 6. Every resolution or motion must be seconded before being put to a vote by the Supervisor and all resolutions or motions shall be recorded in their entirety in the official minutes of the Town Board.
 7. The Supervisor may offer or second a resolution or a motion and need not relinquish the chair for such purpose.
 8. No motion or resolution may be brought to a vote except by the majority consent of those present unless printed or typewritten copies thereof are presented to each member of the Board 48 hours prior to the opening of the meeting at which such motion or resolution is offered.
 9. No member shall speak more than once on any questions until every member choosing to speak shall have spoken, nor more than twice in any case without leave of the Board.
 10. When a question is under debate, no motion shall be entertained unless (a) for an adjournment or recess, (b) for the previous question to lay on the table, (c) to postpone to refer to a committee, or (d) to amend.
 11. A majority vote of all the members of the Board shall be required to suspend these rules of order. A majority of the Board shall constitute a quorum.
 12. If the above stated rules are or become at any time in conflict with the statutory law, the statutory law shall take precedence.
 13. No member of the public shall engage in any demonstration, booing, hand clapping or otherwise disrupt the formality of a town board meeting.
 14. Any persons speaking to the town board with the consent of the supervisor shall address their remarks to the town board, not to other members of the audience in the form of a debate. Residents will be limited to speaking for three minutes unless extended by permission of the majority consent of the board. All persons speaking will be given respect and courtesy and in return are expected to be respectful and courteous. The use of profane and inappropriate language is not acceptable.
- ❖ **Resolution #11-02** setting the meeting time and place for Town Board meetings as the 2nd Monday of the month, at 7:00 p.m. at the Town Hall, 12 Spring Street, Schuylerville.

- ❖ **Resolution # 11-03** designating the Glens Falls National Bank & Trust Company as the official bank depository.
- ❖ **Resolution # 11-04** designating *The Saratogian* as the official newspaper for the Town.
- ❖ **Resolution # 11-05** authorizing the Supervisor to invest idle cash balances.
- ❖ **Resolution # 11-06** authorizing the Supervisor to submit claims for state aid for youth recreation programs.
- ❖ **Resolution # 11-07** authorizing the Supervisor to execute & pay contracts & annual appropriations as provided in the budget.
- ❖ **Resolution # 11-08** approving the salaries & highway scale of wages and additional benefits as set forth in the 2011 budget.
- ❖ **Resolution # 11-09** appointing the Supervisor as health insurance administrator.
- ❖ **Resolution # 11-10** - authorizing the Supervisor to pay bills of utility, fuel, gas, oil, credit card & any discounted bills without prior audit and providing that bills are presented at first available meeting for audit.
- ❖ **Resolution # 11-11** - authorizing the Highway Superintendent to spend/purchase up to \$3,000 without prior notice to town board.
- ❖ **Resolution # 11-12** - authorizing the attendance of the following Town Officers at The Association of Town's meeting, February 20 - 23, 2011: Town Justice Jack Ditch
- ❖ **Resolution # 11-13** - appointing Justice Jack Ditch as delegate to the Association of Towns' meeting.
- ❖ **Resolution # 11-14** setting the mileage rate for actual town business at 51 cents.
- ❖ **Resolution # 11-15** - setting the election inspector rates at \$100 and machine custodians at \$75 per machine for Special Elections.
- ❖ **Resolution # 11-16** - appointing Ed Cross as Dog Control Officer.
- ❖ **Resolution # 11-17** appointing William Reynolds as the Town Attorney.
- ❖ **Resolution # 11-18** appointing the Building Inspector/Code Enforcement Officer as Gilman Albert.
- ❖ **Resolution # 11-19** appointing Gilman Albert as the Fire Code Officer.
- ❖ **Resolution # 11-20** appointing Ruth Drumm as the Registrar of Vital Statistics.
- ❖ **Resolution # 11-21** appointing Linda McCabe as the Deputy Registrar of Vital Statistics.
- ❖ **Resolution # 11-22** appointing Linda McCabe as the Clerk to the Planning Board & Zoning Board of Appeals.
- ❖ **Resolution # 11-23** appointing Dr. Christopher Thomas as the Health Officer.
- ❖ **Resolution # 11-24** appointing Kenneth Martin as the Town Engineer.
- ❖ **Resolution # 11-25** appointing Bernie Wood as Uniform Court Officer.
- ❖ **Resolution # 11-26** appointing Susan Hughes as Clerk part-time.
- ❖ **Resolution # 11-27** appointing Kathleen Canzone as part-time Assessor's Clerk
- ❖ **Resolution # 11-28** authorizing Blanket Official Undertaking for Town Officers as follows:

WHEREAS, certain Town Officers are required to execute and file undertakings by reason of certain provisions of the Town Law, and

WHEREAS, Public Officers Law §11 allows for the substitution of a blanket undertaking for such individual undertakings; and

WHEREAS, the Town of Saratoga has in effect a blanket undertaking for all Town Officers required by law to execute and file undertakings, and

WHEREAS, said blanket undertaking provides coverage for the failure of said officers to faithfully perform their duties or to account for all moneys or property received by them by virtue of their positions, and for their fraudulent or dishonest acts; and

WHEREAS, Public Officers Law §11 requires this Board to approve blanket undertaking as to form and sufficiency of coverage, now, therefore be it

RESOLVED, that the Town Board hereby approves Crime Policy #B6010916 issued by Selective Ins. Co. of New York and Public Officials RPKG 80200323 with US Specialty Co. to the Town of Saratoga as a blanket undertaking for all Town Officers required to execute and file undertakings including but not limited to the Supervisor, Town Clerk, Tax Collector, Justices, and Superintendent of Highways, and be it further

RESOLVED, that the blanket undertaking shall have \$20,000.00 (Twenty Thousand) coverage per officer with excess indemnity on the Tax Collector in the amount of \$1,000,000.00 (one million), the Supervisor in the amount of \$50,000.00 (Fifty Thousand) and shall provide employee dishonesty coverage and faithful performance of duty coverage for said officers as required by Public Officers Law § 11, with an appropriate deductible established at the time of the purchase of the policy in accordance with the usual practice of the Town, and be it further

RESOLVED, that a certified copy of this Resolution be attached to said blanket undertaking and a copy thereof be filed in the Office of the Town Clerk.

Supervisor Thomas Wood made the following appointments:

- ❖ **Deputy Supervisor** – Councilman Fred Drumm
- ❖ **Bookkeeper**- Marge Wilbur and Stephanie Booth
- ❖ **Town Historian** - Sean Kelleher
- ❖ **Deputy Town Historian** - Pat Peck
- ❖ **Highway Committee**: Councilman Charles Hanehan and Councilman Jim Jennings
- ❖ **Youth Committee**: Councilman Michael McLoughlin
- ❖ **Senior Citizen Committee**: Councilman Jim Jennings and Supervisor Thomas Wood
- ❖ **Insurance Committee**: Supervisor Thomas Wood and Councilman Charles Hanehan
- ❖ **Landfill Committee**: Supervisor Thomas Wood & Councilman Fred Drumm
- ❖ **Park Committee**: Supervisor Thomas Wood, Councilman Jim Jennings, Councilman Fred Drumm, Councilman Michael McLoughlin, and Councilman Charles Hanehan

The following appointments were made by elected officials and read by Supervisor Thomas Wood:

- ❖ **Town Clerk Ruth Drumm** appoints Linda McCabe as Deputy Town Clerk.
- ❖ **Town Justice David Mathis and Town Justice Jack Ditch** appoints Bonnie Williams and Anna Coleman as Part-time Court Clerks.

Approval of Minutes: A motion was made by Councilman James Jennings and seconded by Councilman Michael McLoughlin to accept the minutes of the December 13th regular meeting and the December 29th, 2010 special year-end meeting as written. Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – absent, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye. Carried 4 – 0.

Town Clerk's report for December 2010: Fees paid to the County Treasurer for Dog Licenses \$49.35. Fees paid to the NYS Dept. of Agriculture and Markets for the spay/neuter program \$3.00. Fees paid to New York D.E.C. for hunting and fishing licenses \$47.24. Fees paid to the New York State Health Department for Marriage licenses \$45.00. Dog license fees to Supervisor Thomas Wood \$155.65. Clerk fees to Supervisor Thomas Wood \$67.76. Total State, County, and Local Revenues received were \$368.00.

Zoning Officer's report for December 2010: 2 Building Permits, 1 Building Permit Renewal, 7 Building Inspections, 6 Certificates of Occupancy, 0 Fire inspections, 3 Complaints, and 0 misc. appointments. A check for \$125.00 was given to Supervisor Thomas Wood.

Dog Control officer's report for December 2010: The report was read by Supervisor Thomas Wood: answered 20 complaints, took 0 dogs to the shelter, 0 bite cases, traveled 37 miles, issued 15 warnings and no summonses were issued.

Town Court report for December 2010: The following were closed: 72 Vehicle & Traffic, 10 Criminal/Penal Law, 5 DEC/ENCON, 3 Dog cases, 2 DWIs, 0 Town & Village Ordinance, 1 Small Claim/Civil, 1 Eviction, 0 Bench trials, 2 (case transfers) Divestiture Forms sent to County Court, 4 attended the Science of Speed School, 0 Defendants sentenced to probation, 30 hours of community service issued, 180 days of jail time issued, 4 Orders of Protection issued, and \$5,095.00 in fees were paid to the NY State Comptroller.

Tax Collector's report: Tax Collector Jim Gorham reported for January 3, 2011 through January 7, 2011, he collected \$269,405.24 on 351 parcels.

Historian's report: Sean Kelleher submitted the following January report: In the past month, I had an exciting meeting with the archaeologist and historian consultants working with Saratoga PLAN on the "Corbitt property". The property was found to have no fortifications from the siege period of the Battles of Saratoga. The property shows it was used as a neighborhood dump (and this is confirmed by local oral histories). There also seems to be some industrial work done tied to power lines and possible use of the land by a power company. The more exciting work was done on scoping sites tied to siege period of Battles. I know that I learned more about the troops' movements during the critical period of October 10-17, 1777.

I am working on a 2011 calendar listing historical and cultural activities in the Old

Saratoga area which we are calling Old Saratoga Happenings. I have attached a copy of the calendar for January. We have also established a facebook, twitter, and website for this listing.

In January, I am starting a project to replace the photos that we lost in the fall flood of the archives. We are asking residents to gather up their old photos of Saratoga, Victory and Schuylerville - individuals and family groups, scenery, events, school classes, and bring them to the Gates Room at Town Hall. The Historian will scan your photos and save them to CD for you to have, and keep a digital image for the Town's archives. All originals will be returned. We are planning this on Saturday, Jan. 15 from 11 am to 12:30 pm. and Thursday, Jan. 27 from 4:30 to 6 pm. We ask that residents contact Sean Kelleher 698-3210 to set up a time.

Assessor's report: Victoria Hayner submitted the following:

The Assessor's Office remained steadily busy during the past month. The renewal forms for Senior Exemptions and Agricultural exemptions were mailed and have begun coming in.

Sales continue to be processed for the town. During the past month, we had (5) non-valid sales; (5) valid sales. Of these sales, (9) properties were residential homes and (1) involved vacant land. A total of two properties have been deeded to Saratoga County Acquisition for possible auction in the spring.

Building permits are being reviewed to be ready to figure valuation by taxable status date (March 1st). The Assessor will be doing drive-by evaluations at the end of February and will be in consultation with the Town's Building Inspector for progress valuations as necessary.

Highway Superintendent's report:

- ❖ We are out cutting dead trees and trimming roads back.
- ❖ Patching of roads will continue.
- ❖ The new loader has been put in service and is working out well.
- ❖ The new pickup truck has been ordered and should arrive here sometime in April.
- ❖ Guide rails on Neilson Road have been installed at a cost of \$9,094.57. People on Neilson Road are very happy.

Supervisor's report:

Town of Saratoga 2010 Goals Report

1. Keep Town taxes as low as possible, closely monitor all town expenditures, and strive to have no additional tax increases in the upcoming years.
Accomplished - reduced town tax rate by .015 in 2011
2. Obtain grant assistance from multiple sources to fund town projects -
Accomplished - Used Canal Corp grant to finish Wilbur Road Towpath project. Extended grant for one additional year to work on Coveville portion of towpath.

Received extension on \$60,000. EPF grant for towpath work from old town hall north to Lock 5.

Completed Home Grant and received new CDBG (Community Development Block Grant) grant for \$400,000.

3. To complete sale of old town hall and generate the greatest revenue possible for the town while maintaining the best public interest use of the property and maintaining the historical integrity of the land -
Made progress but not completed. Friends of Saratoga Battlefield identified as a 501C3 organization to receive title to the property. Worked with Saratoga / Washington on the Hudson Partnership to establish funding process. New appraisal on property in progress.
4. To keep all excess town property rented and generate the maximum revenue for the town -
Accomplished - Burlington Labs moved in. Taber Architecture Studio partially moved out of town space. Marvin and Company moved in. Conversations with Burlington Lab currently taking place.
5. Finish Wilbur Road Portion of Old Champlain Canal Towpath Trail -
Accomplished - Trail dedicated July 22, 2010.
6. Protect more farmland and open space through purchase of development rights and open space grants -
Accomplished - VanArnum Farm awarded \$244,000 PDR grant from Saratoga County. Closing to take place in approximately one month. Work taking place on Hoogeveen Farm state PDR grant. It has been held up but partial payment activities starting to take place.
7. Complete the NIMS Emergency Plan -
Partially accomplished - As a result of monthly meetings, specific plans were prepared and persons identified for roles in the event of an emergency.

Town of Saratoga 2011 Goals

1. To complete sale of old town hall and generate the greatest revenue possible for the town while maintaining the best public interest use of the property and maintaining the historical integrity of the land.
2. Keep Town taxes as low as possible, closely monitor all town expenditures, and strive to have no additional tax increases in the upcoming years.
3. To keep all excess town property rented and generate the maximum revenue for the town.

4. Remove old town garage and build new salt storage shed in its place. Investigate grant opportunities to accomplish this.
 5. Pursue opportunities for sharing of services between the Town and the Villages of Schuylerville and Victory.
- ❖ December 2010 Sales Tax Received - \$88,606, Total for 2010- \$1,113,169
 - ❖ November 2010 Mortgage Tax \$14,196

Financial report:

SUPERVISOR'S REPORT – DECEMBER 2010

GENERAL FUND – TOWNWIDE (A FUND)

Balance on hand Dec. 1	\$	903,377.88
Dec. Revenues	+	10,603.45
Dec. Disbursements	-	80,370.28
*Park Reserve (historically included In A Fund total)	-	1,956.55
*Park Reserve (per Board Res.)	-	<u>50,000.00</u>
Balance Dec. 31	\$	781,654.50

GENERAL FUND – OUTSIDE VILLAGE (B FUND)

Balance on hand Dec. 1	\$	373,037.33
Dec. Revenues	+	89,936.21
Dec. Disbursements	-	<u>10,169.14</u>
Balance Dec. 31	\$	452,804.40

HIGHWAY FUND – OUTSIDE VILLAGE (DB FUND)

Balance on hand Dec. 1	\$	992,815.27
Dec. Revenues	+	404.21
Dec. Disbursements	-	<u>124,556.84</u>
Balance Dec. 31	\$	868,662.64

SCHUYLER PARK CAPITAL PROJECT Dec. 31	\$	95,976.87
YOUTH RECREATION & SERVICE Dec. 31	\$	1,658.24
HIGHWAY EQUIPMENT RESERVE Dec. 31	\$	12,780.08
BUILDING RESERVE Dec. 31	\$	149,945.02
SCENIC BY WAYS GRANT Dec. 31	\$	309.66
*PARK RESERVE DEC. 31	\$	51,956.55

*** The last week of December pay for hourly employees will be added to the December 2010 A, B, & DB expenses when the first payroll of 2011 is completed.

Public comments on agenda items: No one.

Committee reports:

Landfill: No report.

Insurance: No report.

Youth: No report.

Senior Citizens: Councilman James Jennings reported that the **Quaker Springs' Seniors** met.

Councilman James Jennings reported that the **Old Saratoga Seniors** met on January 5th with 53 in attendance. After the luncheon, Committee reports were given by Marie Burch and Nancy King reported that at the next meeting, January 19th, a speaker will present a slide show on Ecuador. Mary LaMora reported that the following bus trips are planned:

- ❖ March 17th – a St. Patrick Festival in Hawley, PA
- ❖ May 3rd – Turning Stone Casino
- ❖ June 22nd – Dock & Dine in Saybrook, CT

Park Committee: Laurie Griffen, Schuyler Park Committee, reported:

The Schuyler Park Committee is pleased to report that 2010 was as successful as it was busy. The following summarizes the year's activities and successes:

- ◆ The Schuylerville High School's Varsity and JV softball teams called Schuyler Park their home for the 2010 season. Their seasons opened with games in early April, bringing scores of new people to the park. It was a successful season for both teams.
- ◆ Travel soccer teams used field space in the spring and early summer.
- ◆ A two week summer soccer camp was held during the summer, marking our first rental income. The coaches were very pleased and expect to hold the camp again in 2011.
- ◆ Field maintenance for the first year went well, coordinating multiple methods to accomplish the goals. Collins Turf Services assisted with the initial mowing of the fields and donated their services for multiple fertilizations during the season. A mowing contract was put out to bid and awarded to Malta Asphalt and Paving for mowing all of the athletic turf. We worked closely with Kim Gamache and the facilities dept. at the high school to prepare the softball and baseball fields in the spring and the soccer fields in the fall. We also purchased a paint machine so that we can line our own fields instead of having the school do all the work. We continue to have a good working relationship with the school regarding both field maintenance and usage.
- ◆ Bleachers and benches were purchased for use at the fields.
- ◆ A storage container was donated by Kyle McPhail where we keep materials and supplies.
- ◆ In the fall we worked with the Old Saratoga Athletic Assn. (OSAA) and the school and hosted multiple soccer games and practices on a daily basis. During Sep. and Oct.

there were over 300 youth soccer players plus their families using the fields every Saturday.

- ◆ Our irrigation system was completed on the playing fields and held up very well through the hot, dry summer.
- ◆ We applied calcium chloride to the driveway and parking areas in the spring to help keep the dust down.
- ◆ We put up signage throughout the park: welcoming, posting speeds and park rules.
- ◆ Our SWPPP inspections and reporting requirements are complete.
- ◆ Tree plantings and additional landscaping was completed in the fall, thanks to some memorial funds in the name of Carol Cummings and donations from Grasshopper Gardens Landscaping and Brookside Nursery.
- ◆ In October, the Friends of Schuyler Park worked with the National Missing and Exploited Children Foundation, at the request of Sam Palazzole who is on their national board. Displays were set up at the park on a Saturday during soccer games and information regarding each organization was available. Free child IDs were issued to all families who wanted them. It was a very successful day.
- ◆ The Committee received recognition in December from the Tobacco Free Coalition for our policies regarding tobacco free grounds. We will continue to work with the coalition regarding additional signage for the park.
- ◆ The FFA program at Schuylerville High School made and donated two picnic tables to be used at the park next year.
- ◆ In the fall, we issued a bid for paving the park entry way. The bid was awarded to Hayes Paving. The driveway was paved in November and Hayes Paving also donated blacktop for a basketball court that was also completed in November.
- ◆ The Committee continues to work closely with the Friends of Schuyler Park to prioritize activities, set goals and coordinate projects. We are happy to report that since its formation as the not for profit arm of Schuyler Park, funds from the Friends have played a major role in the park's success. Major sources of income this season, in addition to private funds, came from the March Gala at Longfellows that brought in over \$10,000, three separate memorial funds that totaled approximately \$15,000 and a recent grant from the Alfred Solomon Foundation for \$20,000.
- ◆ At the request of many town residents and in consultation with both town boards, attorneys and our insurance carrier, sledding is being allowed and enjoyed at the park.
- ◆ Year end financials showed just over \$95,000 remaining in the Park account, with the only current liability being approximately \$8000 for the irrigation system retainage that we have yet to be billed for.
- ◆ We developed an informative and user friendly web site (www.schuylerpark.com) that includes a functioning field usage calendar that proved to be very helpful throughout the season.

2011 Goals:

- ◆ Install basketball hoop for completion of the court
- ◆ Develop a revised maintenance plan for the 2011 season and put it out to bid in a timely manner in the spring.
- ◆ Continue a strong working relationship with the school and OSAA.
- ◆ Remain the home field for the girls varsity and jv softball teams

- ◆ Explore the possibility of additional field usage by other towns and travel teams
- ◆ Discuss and determine appropriate fee structures
- ◆ Continue to work closely with the Friends of Schuyler Park regarding our priority capital projects of erecting a pavilion and installing playground equipment. Friends 2011 fundraisers currently include a March 10 Gala at Longfellows and a food booth at Sundae on the Farm in June at the Clear Echo Farm (Kevin Peck) in Bacon Hill.
- ◆ Install irrigation on the field perimeters that were hydroseeded in the fall
- ◆ Work with the BOCES program to clear the hiking trails so they are used more in 2011
- ◆ Increase signage where needed, especially at trail heads
- ◆ Coordinate snow plowing between the two towns, as discussed, so residents have access to the sledding hill.

Office of Emergency Management: No report.

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

GSES, QSFD, SLPID/SLA Reports: No reports.

General Schuyler Emergency Squad: Supervisor Thomas Wood reported that they are waiting for computer lines and the generator to be installed before they can move into the new building.

Quaker Springs Fire Department: No report.

Old business: Supervisor Thomas Wood reported that there is an opening on the Board of Assessment Review. Anyone that is interested in serving on the Board of Assessment Review should contact Supervisor Thomas Wood at 695-3644 ext. 314.

New business:

On a motion by Councilman Fred Drumm and seconded by Councilman James Jennings the following **Resolution #11-29 – Employee Handbook Amendment to increase Health Insurance Buy-Out** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – absent, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye. Carried 4 – 0.

WHEREAS, the Town Board has determined that it is in the town’s interest to adopt a fair policy regarding the waiver of health insurance for elected officials and employees of the Town, and

WHEREAS, to accomplish this purpose, an amendment is needed to the Town of Saratoga Employee Handbook, it is now therefore

RESOLVED, that Section 806 of the Employee Handbook, *Medical Insurance – Buy-Out*, is amended to increase the buy-out amount to \$3,000 (as budgeted) from the current \$2,000, and, it is further

RESOLVED, that this amendment shall take effect January 1, 2011.

On a motion by Councilman Michael McLoughlin and seconded by Councilman Fred Drumm the following **Resolution #11-30 Fair Housing Officer for CDBG Mobile Home Initiative Grant** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – absent, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye. Carried 4 – 0.

WHEREAS, the Town of Saratoga has been awarded a Community Development Block Grant; and

WHEREAS, the NYS Office of Housing and Community Renewal requires that the Town designate a Fair Housing Officer who is familiar with the fair housing regulations to be the primary point of contact for all fair housing related issues; now, therefore, be it

RESOLVED, that Thomas N. Wood, III, Supervisor of the Town of Saratoga is hereby designated as the Fair Housing Officer for the Town of Saratoga.

On a motion by Councilman Michael McLoughlin and seconded by Councilman James Jennings the following **Resolution #11-31 Waiver for 30 Day Hold on Liquor License – Old Saratoga Wine & Spirits** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan – absent, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye. Carried 4 – 0.

WHEREAS, the Town of Saratoga acknowledges that an Application for Alteration to the Licensed Premises is being filed by the Old Saratoga Wine and Spirits Inc., 33 Ferry St., Schuylerville, NY 12871, and in order to hasten its approval, therefore be it

RESOLVED, that the Town Clerk is authorized to send a written waiver of the Town of Saratoga's rights to the 30 day hold and that the Town of Saratoga Town Board consents to the approval of the instant application by the New York State Liquor Authority.

Supervisor Thomas Wood reported that a favorable 2009 Audit Report has been received from Richard Dinolfo, C.P.A. and is on file in the Town Clerk's Office.

Communications:

- ❖ **Village of Schuylerville Dissolution Public Hearings will be held on Thursday, January 13th and Thursday, February 10th at 7:00 p.m. at the American Legion, Clancy Street, Schuylerville**

Privilege of the floor: Ralph Pascucci, who is on the Water Quality Committee at the county, addressed the board asking for a local law that would require preventative measures to be taken at boat launches to help prevent invasive species from being introduced into the waterways of the town. He will try to acquire sample legislation on the subject.

Upcoming meetings:

- ❖ **Agenda meeting – Thursday, February 10, 2011 at 7:00 p.m.**
- ❖ **Regular town board meeting – Monday, February 14, 2011 at 7:00 p.m.**

Audit the Bills: On a motion by Councilman Fred Drumm and seconded by Councilman James Jennings the following **Resolution #11-31 Approving the payment of bills in Abstract 1G** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred

Drumm – aye, Councilman Charles Hanehan – absent, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye Carried 4 – 0.

RESOLVED, by the Town Board of the Town of Saratoga to authorize payment of the bills listed in Abstract 1G (01/10/2011) in the following amounts: General A \$10,433.21, General B \$209.54, and Schuyler Park H \$7,000.00 for a total of \$17,642.75.

A motion to adjourn at 8:45 p.m. was made by Councilman Michael McLoughlin and seconded by Councilman James Jennings. Supervisor Thomas Wood – aye, Councilman Fred Drumm – aye, Councilman Charles Hanehan - absent, Councilman Michael McLoughlin – aye, Councilman James Jennings – aye Carried 4 – 0.

Respectfully Submitted,

Ruth Drumm
Town Clerk