

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

**July 14, 2014  
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 Michael McLoughlin – present, Councilman Charles Hanahan- present, Councilman James Jennings – present

**Also present:** Zoning Officer Gil Albert, Sherry Doubleday, Chris Benn, Historian Sean Kelleher, Dan Carpenter, Paul Shaver and Wendy Lukas

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

**Approval of Minutes:** A motion was made by Councilman Charles Hanahan and seconded by Councilman Michael McLoughlin to accept the minutes of the June 9<sup>th</sup> regular meeting as written. Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Michael McLoughlin – aye, Councilman Charles Hanahan – aye, Councilman James Jennings – aye. Carried 5 – 0.

**Town Clerk's report for June 2014:** Fees paid to the NYS Dept. of Agriculture and Markets for the Animal Population Control Program \$83.00. Fees paid to New York D.E.C. for hunting and fishing licenses \$146.44. Fees paid to the New York State Health Department for Marriage licenses \$22.50. Dog license fees to Supervisor Thomas Wood \$375.00. Clerk fees to Supervisor Thomas Wood \$136.06. Total State, County, and Local Revenues received were \$763.00.

**Zoning Officer's report for June 2014:** 6 Building Permits, 24 Building inspections, 15 Certificates of Occupancy, 2 Complaints, 0 Fire inspections, 3 Orders to Remedy, 11 misc. appointments, 8 Building Permit Renewals, and 0 Property Maintenance Inspections. A check for \$3,034.75 was given to Supervisor Thomas Wood.

**Dog Control Officer's report for June 2014:** The report was read by Supervisor Thomas Wood: answered 23 complaints, took 3 dogs to the shelter, 2 bite cases, issued 12 warnings, 5 summonses were issued, and traveled 186 miles.

**Town Court report for June 2014:** The following were closed: 46 Vehicle & Traffic, 13 Criminal/Penal Law, 10 DEC/ENCON, 3 Dog cases, 01 DWI, 0 Town & Village Ordinances, 2 Small Claims/Civil, 0 Evictions, 0 Bench trials, 1 (case transfer) Divestiture Forms sent to County Court, 0 Defendants sentenced to probation, 0 hours of community service issued, 0 days of jail time issued, 4 Orders of Protection issued, and \$6,683.00 in fees were paid to the NY State Comptroller.

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

I have participated in two days of meetings and follow up with the Saratoga National Historical Park on new interpretive signs in the Battlefield. In addition I have been working with Lakes to Locks Passage on a series of interpretive signs for the Village of Schuylerville.

The next meeting of Heritage Hunters is Saturday, July 19, at 1pm at the Town of Saratoga Town Hall. Program speaker will be Matt Farina speaking on Col. Elmer Ellsworth. This year the Saratoga National Historical Park's curator Christine Valosin is offering special tours of the Philip Schuyler House in Schuylerville. At 10 am on Thursday, July 24, the tour is entitled "Getting the Dirt on the People Who Lived Here: Archaeology and Schuyler "Things" and at the same time on Thursday, August 7, the tour is entitled "Family Life and the End of an Era: Philip II and Grace Hunter Schuyler at Saratoga, 1811-1837". Call 698-3211 to register. Lake Champlain Maritime Museum's schooner Lois McClure will be docked at Hudson Crossing Park near Canal Lock 5, Schuylerville, on July 30th from 10:00 am to 5:00 commemorating the War of 1812 Bicentennial. We have coming up to the Turning Point Parade and Festival on August 2 and 3 In addition, there is 18th Century Day at the Schuyler House on Sunday, August 10.

There are two proposals before the board involving the Historian's office.

1. To seek a grant from the William G. Pomeroy Foundation Historic Roadside Marker Grant Program pays fully for the creation of such an iron roadside marker in Dean's Corners to commemorate the speech given by African-American social reformer, orator, writer and statesman Frederick Douglass. This event happened 165 years ago and is most likely the largest public speech outside the villages to ever happen in the Town. This grant should cost the town no money except for the Highway Department's time and some concrete in erecting the sign.
2. To join in partnership with the Schuylerville Public Library to digitize the Town's Photo collection and house them on the New York Heritage website. We are following a program that has been very successful for the Town of Clifton Park and Ballston's historians offices. The cost are all within the current budget and will require some equipment (scanner and hard drive) to start the project.

**Assessor's report:**

The Final Assessment Roll is available for public inspection as of July 1st, 2014. We have had one person file for a Small Claims review as of today's date. The Assessor will be out of the office the week of July 14-18, attending training at the Cornell Seminar hosted by the NYS Assessor's Association.

During the past few months we have processed several sales - 14 valid sales and 22 non-valid sales which were 27 residential properties and 9 vacant land sales.

The Assessor's Office will be open from June 1 - November 1st on Tuesday and Wednesday from 9:00 AM until 1:00 PM. The Assessor will be in the office those days and we will not use a clerk for that period of time.

**Highway Superintendent's report for June:**

- ❖ Have been addressing pot holes and patch repairs
- ❖ Mowing ditches and intersections
- ❖ Addressed a beaver issue on Caldwell Rd
- ❖ Re-grading at dirt roads
- ❖ Repairing signs
- ❖ Gradall repairs complete, seems fine
- ❖ Dozer service completed
- ❖ Trucks 10 and 3 have been inspected
- ❖ Worked with Canal Corp and Northumberland on the tow-path bike trail
- ❖ Would like to have our old 15 ton Eager Beaver Equipment Trailer and also a running gear placed on surplus

**The board agreed to authorize Highway Superintendent Don Ormsby to advertize the surplus equipment on the online service available to municipalities. Supervisor Thomas Wood added that the town has the right to reject any and all bids and that the buyer pays for the service not the seller.**

**Supervisor's report: SUPERVISOR'S REPORT JUNE 2014**

GENERAL FUND – TOWNWIDE (A FUND)

Balance on hand JUNE 1	\$ 1,150,778.03
JUNE Revenues	+ 16,214.53
JUNE Disbursements	<u>- 71,441.49</u>
Balance June 30	\$ 1,095,551.07

GENERAL FUND – OUTSIDE VILLAGE (B FUND)

Balance on hand JUNE 1	\$ 999,245.00
JUNE Revenues	+ 3,289.42
JUNE Disbursements	<u>- 24,177.26</u>
Balance JUNE 30	\$ 978,357.16

HIGHWAY FUND – OUTSIDE VILLAGE (DB FUND)

Balance on hand JUNE 1	\$ 1,051,941.21
JUNE Revenues	+ 112,624.31
JUNE Disbursements	- <u>155,852.60</u>
Balance June 30	\$ 1,008,712.92

SCHUYLER PARK CAPITAL PROJECT JUNE 30	\$204,746.13
YOUTH RECREATION & SERVICE JUNE 30	\$ 1,409.41
HIGHWAY EQUIPMENT RESERVE JUNE 30	\$ 12,899.73
BUILDING RESERVE JUNE 30	\$ 39,525.69
SCENIC BY WAYS GRANT JUNE 30	\$ 310.73
PARK RESERVE JUNE 30	\$ 51,956.55

- ❖ **Sales Tax Received – June 2014 - \$94,869**
- ❖ **Mortgage Tax – May 2014 - \$14,245.50**

**Public comments on agenda items:** Wendy Lukas and Paul Shaver addressed the board.

**Committee reports:**

**Landfill:** No report.

**Insurance:** No report.

**Youth: Councilman Michael McLoughlin** reported that 29 students have signed up for the swim program being held at the Christ the King Spiritual Life Center on Burton Road, Town of Easton. The program started July 7th.

**Senior Citizens:** No report.

**Park Committee:** No report.

**Office of Emergency Management (OEM): Sherry Doubleday** submitted the following:

The monthly meetings of OEM are changing to the last Monday of the month at 7:00 p.m. in the Gates Room. This will make it easier to recruit new members and existing members will be able to resume attending meetings.

Sherry Doubleday, Director, will be riding in the Turning Point Parade distributing pamphlets to help create interest and get some new members.

At our first meeting in July, on the 28th at 7:00 p.m. we will be discussing Reverse 911. Mayor Pat Dewey from Victory and Mayor John Sherman from Schuylerville will be invited to join us. Sherry will have all the information from the initial training session.

**GSES, QSFD Reports:**

**General Schuyler Emergency Squad: Chris Benn reported** there were 56 calls for the month of June: Town of Saratoga- 14, Town of Northumberland – 11, Village of Schuylerville – 18, Village of Victory – 6, Mutual Aid for Wilton – 1, Mutual Aid for Easton/Greenwich - 1, Standby for Wilton - 1, Standby for Easton/Greenwich - 1, ALS Assist for Moreau- 1, and Cancel on scene Easton/Greenwich - 1. He added that they had a successful car show fundraiser with over 50 cars.

**Quaker Springs Fire Department:** No report.

**Old business:**

**Stafford Bridge Road (CR 67) Over Fish Creek -Bridge Rehabilitation Project Update:** The construction is anticipated to begin May 2015 and be completed by September 2015. Traffic will be shifted to alternating one lane traffic while the other lane is being worked on. One sidewalk adjacent to the open travel lane will remain open for pedestrians during each stage of construction.

**New business:**

On a motion by Councilman Charles Hanehan and seconded by Councilman Michael McLoughlin the following **Resolution #14-70 - Authorization to Change CDPHP Health Plans**, was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Michael McLoughlin – aye, Councilman Charles Hanehan – aye, Councilman James Jennings – aye Carried 5 – 0

**WHEREAS**, on an annual basis the town board enters into an insurance contracts to provide health insurance coverage for eligible employees; and

**WHEREAS**, the board has reviewed proposals for contracts to commence August 1, 2014; and

**WHEREAS**, the current plan is no longer available; now, therefore be it

**RESOLVED**, that the Town Supervisor is authorized to sign a contract for health insurance benefits for eligible active employees with Capital District Physicians Health Plan for their CDPHP HDEPO 1500 RX8-349-SUSF3063 Plan with a high deductible effective August 1, 2014 for a one year term. The high deductible will be reimbursed by the town through a special account that CDPHP can withdraw deductibles from as needed. Due to the increase of premium, the town will pay the first \$1,500 of deductibles for single plans and the first \$3,000 for family plans as currently being done. In the future if the deductibles increase beyond the \$1,500/\$3,000, then the employee and the town will each pay 50% of the increased deductible; and be it further

**RESOLVED**, that the Town Supervisor is authorized to sign a contract for health insurance benefits for pre-Medicare retirees with Capital District Physicians Health Plan for their CDPHP HMO COPAY 20/30 RX8 - 319- SHPF1053 Plan.

On a motion by Councilman Michael McLoughlin and seconded by Councilman James Jennings the following **Resolution #14-71 - Authorization to Apply for a Grant for a Historical Marker at Deans Corners (Co. Rt. 67 & Co. Rt. 70)** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Michael McLoughlin – aye, Councilman Charles Hanehan – aye, Councilman James Jennings – aye Carried 5 – 0

**WHEREAS**, the Town Historian has identified a grant opportunity concerning local history and a public speech given by African-American social reformer, orator, writer and statesman Frederick Douglass in Dean's Corners in the Town of Saratoga 165 years ago, that would fully pay for the placement of an historic roadside marker at the intersection of County Route 70 and County Route 67 informing the public of the importance of that important oration; and

**WHEREAS**, the William G. Pomeroy Foundation Historic Roadside Marker Grant Program pays fully for the creation of such an iron roadside marker, as long as the historical event occurred between 1740 and 1914 and can be fully documented; and

**WHEREAS**, the Town and Deputy Town Historian has documented and completed all requests necessary for the grant award; therefore, be it

**RESOLVED**, that the Town Board of the Town of Saratoga authorizes the Town Historian to apply for the grant award from the William G. Pomeroy Foundation and to sign any and all documents related to such application.

On a motion by Councilman Charles Hanahan and seconded by Councilman Michael McLoughlin the following **Resolution #14-72 - Authorization to Enter the NY Heritage Program through the Schuylerville Public Library** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Michael McLoughlin – aye, Councilman Charles Hanahan – aye, Councilman James Jennings – aye Carried 5 – 0

**WHEREAS**, the Town Historian has identified an opportunity to partner with the Schuylerville Public Library to participate in the New York Heritage program to display digital reproductions of the material on the internet, including, but not limited to, the New York Heritage web page which is a research portal for students, educators, historians, genealogists, and anyone else who is interested in learning more about the people, places and institutions of New York State and the current site provides free access to more than 170 distinct digital collections, totaling hundreds of thousands of items.

**WHEREAS**, the New York Heritage is a project of the NY 3Rs Association, Inc. and is part of the New York State Board of Regent's New York Digital Collection Initiative.

**WHEREAS**, the only cost to the Town of Saratoga will be a scanner and hard drive that will housed at the Schuylerville Public Library and are expenses within the current budgeted allocation to the Town Historian's' office and

**WHEREAS**, The Town of Saratoga will be identified as the owner of the material on the New York Heritage web page, and the Historian's office will work with Schuylerville Public Library to provide catalog information about the material, such as dates and names of people depicted, to the best of their ability, and the Town of Saratoga will retain ownership in the original material and is free to use digitized copies of the material on the Internet, on CDs, in catalogs, or through any other delivery method, as allowed under the extent of the copyright law; therefore, be it

**RESOLVED**, that the Town Board of the Town of Saratoga authorizes the Town Historian to enter into agreements with the Schuylerville Public Library and New York Heritage and to sign any and all documents related to such application.

**The following bids for a new heating system and the removal of the old at the Highway Garage, 111 Town Garage Rd., were opened at the agenda meeting on July 10th:**

Northern Mechanical Services           \$ 75,560.00 (heating system only)  
30 Progress Blvd.  
Queensbury, NY 12804

Dooley's Heating & Air                   \$43,000 (heating system only)  
113 Condon Road  
Stillwater, NY 12170

Supervisor Thomas Wood explained that there was discussion at the agenda meeting regarding the heating system. Mark Collins of Collins Heating relayed his opinion on the bid specifications and what concerns he had with them. He talked about the present radiant system and how it was one of the first and since has had many failures. He believes the tubing is beginning to fail, crumble and leak. He stated there is no insulation in the floor and that no one would guarantee boilers with the tubing that is there. He suggested that the board have an Engineer look at the project and design what is needed. He could also do a fuel analysis. He felt there would be major savings in fuel with a new unit heater system with baseboards in the offices. He suggested Scott Swenson of Engineered Solutions, as the professional to use. He could also inspect the project as it goes in. He stated the project needs to be designed by an engineer and then rebid. The board agreed.

On a motion by Councilman Fred Drumm and seconded by Councilman James Jennings the following **Resolution #14-73 –Reject All Bids for the Town Highway Garage Heating System** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Michael McLoughlin – aye, Councilman Charles Hanehan – aye, Councilman James Jennings – aye Carried 5 – 0

**WHEREAS**, the Town Board of the Town of Saratoga has recognized the need for a new heating system at the highway garage at 111 Town Garage Road, Schuylerville, NY; and

**WHEREAS**, the Town Board has determined that a Professional Engineer is needed to design what would be required at the highway garage; and

**WHEREAS**, the Town Board of the Town of Saratoga has received bids via solicitation of bids by public advertising in the *Saratogian* on June 13th and opened at the agenda meeting July 10, 2014; now, therefore be it

**RESOLVED**, that all bids are rejected and the project will be rebid with new specifications.

On a motion by Councilman Fred Drumm and seconded by Councilman Charles Hanehan the following **Resolution #14-74 - Authorization to Hire a Professional Engineer to Design a Highway Garage Heating System** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Michael McLoughlin – aye, Councilman Charles Hanehan – aye, Councilman James Jennings – aye Carried 5 – 0

**WHEREAS**, the Town Board of the Town of Saratoga has recognized the need for a new heating system at the highway garage at 111 Town Garage Road, Schuylerville, NY; and

**WHEREAS**, the Town Board has determined that a Professional Engineer is needed to design what would be required at the highway garage; now, therefore be it

**RESOLVED**, that a Professional Engineer will be hired to design a heating system for the highway garage, after which, the project will be rebid with new specifications.

On a motion by Councilman Michael McLoughlin and seconded by Councilman Charles Hanehan the following **Resolution #14-75 - Authorization to Hire a Security Officer for Court Nights** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Michael McLoughlin – aye, Councilman Charles Hanehan – aye, Councilman James Jennings – aye Carried 5 – 0

**WHEREAS**, the Town Board of the Town of Saratoga has recognized the need for increased security during court sessions; and

**WHEREAS**, the Town Board has determined that an armed Security Officer is needed; now, therefore be it

**RESOLVED**, that a Security Officer will be hired for up to 3 court nights per month.

**Town of Saratoga has been awarded an Affordable Home Ownership Development Program Grant (NYS AHODP) for the improvement of 12 units - \$330,000. Administrative Solutions will be administering the grant.**

**Communications:**

- ❖ **Thank you note from Ariana Fay to the board for the Town of Saratoga Scholarship**
- ❖ **The 2014 Turning Point Parade is on Sunday, August 3, 2014 at 1:00 p.m.**

**Privilege of the floor:**

**Councilman James Jennings asked for an update on the sale of the old town hall.** Supervisor Thomas Wood reported that the 4th appraisal of the site was completed and fully paid for by the State of New York. There has been a request for a third evaluation of the soil at the site and Dente Engineering, who did the initial borings, has stated he can prepare the analysis for the report based on the previous data. Lastly, the Legislative Intent Forms have cleared another hurdle so the money for the purchase is closer to being freed up.

**Councilman James Jennings asked about the progress of the Zoning Amendments, particularly the Rt. 29 Commercial Corridor.** Zoning Officer Gil Albert responded that some of the revisions were passed in May. He added with summer and the busy schedules of the volunteer Planning and Zoning Boards they haven't met in a couple of months. Zoning Officer Gil Albert stated that he and Planning Board Chairman Ian Murray are planning to meet next week to prepare an agenda for the next joint meeting of the boards. He noted it will probably be in the fall. Supervisor Thomas Wood added that it is better to take our time to do it right.

**The following residents addressed the board: Wendy Lukas and Dan Carpenter**

**Upcoming meetings:**

- ❖ **Agenda meeting – Thursday, August 7, 2014 at 7:00 p.m.**



❖ **Regular town board meeting – Monday, August 11, 2014 at 7:00 p.m.**

**Audit the Bills:** On a motion by Councilman Fred Drumm and seconded by Councilman Michael McLoughlin the following **Resolution #14- 76 Approving the payment of bills in Abstract 7G** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Michael McLoughlin – aye, Councilman Charles Hanehan – aye, Councilman James Jennings – aye Carried 5 – 0.

**RESOLVED, by the Town Board of the Town of Saratoga that the bills be paid on Abstract #7G (07/14/2014) in the following amounts:**

<b>General Fund A</b>	<b>Voucher No. 211 through 246</b>	<b>\$ 18,345.64</b>
<b>General Fund B</b>	<b>Voucher No. 37 through 40</b>	<b>\$ 564.25</b>
<b>Highway DB</b>	<b>Voucher No. 114 through 134</b>	<b>\$ 12,609.75</b>
<b>Schuyler Park H</b>	<b>Voucher No. 13 through 16</b>	<b>\$ 2,557.83</b>
<b>HTFC MH</b>	<b>Voucher No. 12 through 15</b>	<b><u>\$ 25,368.00</u></b>
	<b>Grand Total</b>	<b>\$ 59,445.47</b>

**A motion to adjourn at 8:58 p.m.** was made by Councilman Charles Hanehan and seconded by Councilman James Jennings. Supervisor Thomas Wood – aye, Councilman Fred Drumm – aye, Councilman Michael McLoughlin – aye, Councilman Charles Hanehan - aye, Councilman James Jennings – aye  
Carried 5 – 0.

Respectfully Submitted,

Ruth L. Drumm  
Town Clerk