

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

**January 12, 2015  
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 - absent, Councilman Michael McLoughlin – absent, Councilman Charles Hanehan- present, Councilman James Jennings – present

**Also present:** Deputy Town Clerk Linda McCabe, Town Attorney William Reynolds, Zoning Officer Gil Albert, Highway Superintendent Don Ormsby Jr., Thomas R. Drew Sr., Sherry Doubleday, Cait Johnston, and Wendy Lukas

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

**ORGANIZATIONAL APPOINTMENTS AND DESIGNATIONS:**

On a motion by Supervisor Thomas Wood and seconded by Councilman Charles Hanehan the following **Resolutions #15-01 through 15-26 - Organizational Appointments** were adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – absent, Councilman Michael McLoughlin – absent, Councilman Charles Hanehan – aye Councilman James Jennings – aye. Carried 3 – 0.

**Resolution #15-01**, 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 #15-02** setting the meeting time and place for the agenda meeting as the Thursday preceding the regular Town Board meeting, which is set as the 2<sup>nd</sup>

Monday of the month, at 7:00 p.m. at the Town Hall, 12 Spring Street, Schuylerville.

- ❖ **Resolution # 15-03** designating the Glens Falls National Bank & Trust Company as the official bank depository.
- ❖ **Resolution # 15-04** designating *The Saratogian* as the official newspaper for the Town.
- ❖ **Resolution # 15-05** authorizing the Supervisor to invest idle cash balances.
- ❖ **Resolution # 15-06** authorizing the Supervisor to submit claims for state aid for youth recreation programs.
- ❖ **Resolution # 15-07** authorizing the Supervisor to execute & pay contracts & annual appropriations as provided in the budget.
- ❖ **Resolution # 15-08** approving the salaries & highway scale of wages and additional benefits as set forth in the 2015 budget.
- ❖ **Resolution # 15-09** appointing the Supervisor as health insurance administrator.
- ❖ **Resolution # 15-10** - 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 # 15-11** - authorizing the Highway Superintendent to spend/purchase up to \$3,000 without prior notice to town board.
- ❖ **Resolution # 15-12** setting the mileage rate for actual town business at 57.5 cents per mile.
- ❖ **Resolution # 15-13** - setting the election inspector rates at \$100 and machine custodians at \$75 per machine for Special Elections.
- ❖ **Resolution # 15-14** authorizing the attendance of the following Town Officer at The Association of Town's meeting, February 15 - 18, 2015: Justice Timothy Williams and Justice Daniel Waldron
- ❖ **Resolution # 15-15** appointing Ed Cross as Dog Control Officer.
- ❖ **Resolution # 15-16** appointing William Reynolds as the Attorney for the town.
- ❖ **Resolution # 15-17** appointing the Building Inspector/Code Enforcement Officer as Gilman Albert.
- ❖ **Resolution # 15-18** appointing Gilman Albert as the Fire Code Officer.
- ❖ **Resolution # 15-19** appointing Linda McCabe as the Clerk to the Planning Board & Zoning Board of Appeals.
- ❖ **Resolution # 15-20** appointing Dr. Christopher Thomas as the Health Officer.
- ❖ **Resolution # 15-21** appointing Kenneth Martin as the Engineer for the town.
- ❖ **Resolution # 15-22** appointing Bernie Wood as Uniform Court Officer.
- ❖ **Resolution # 15-23** appointing Glen Decker as Uniform Court Officer.
- ❖ **Resolution # 15-24** appointing Susan Hughes as Clerk part-time.
- ❖ **Resolution # 15-25** appointing Dorothy Lavazzo as part-time Assessor's Clerk.
- ❖ **Resolution #15-26 Blanket Official Undertaking for Town Officers:**
  - 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 106146652 issued by Selective Ins. Co. of New York and Public Officials Liability Policy MPOTSARA001 with NYMIR** 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 \$100,000.00 (One Hundred Thousand) coverage per employee with excess indemnity on the Tax Collector in the amount of \$1,000,000.00 (one million), the Supervisor in the amount of \$150,000.00 (One Hundred-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 annual appointments:**

- ❖ **Deputy Supervisor** – Councilman Fred Drumm
- ❖ **Bookkeeper** - Pat Temple and Stephanie Booth
- ❖ **Town Historian** - Sean Kelleher
- ❖ **Deputy Town Historian** - Pat Peck
- ❖ **Highway Committee:** Councilman Fred Drumm, 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 annual 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 Timothy Williams and Town Justice Daniel Waldron** appoint Bonnie Williams and Lisa Relyea as part-time Court Clerks.

**Approval of Minutes:** A motion was made by Councilman James Jennings and seconded by Councilman Charles Hanehan to accept the minutes of the December 8<sup>th</sup> regular meeting and the December 30<sup>th</sup>, 2014 special year-end meeting as written. Supervisor Thomas Wood - aye, Councilman Fred Drumm – absent, Councilman Michael McLoughlin – absent, Councilman Charles Hanehan – aye, Councilman James Jennings – aye. Carried 3 – 0.

**Town Clerk's report for December 2014:** Fees paid to the NYS Dept. of Agriculture and Markets for the Animal Population Control Program \$43.00. Fees paid to New York D.E.C. for hunting and fishing licenses \$0. Fees paid to the New York State Health Department for Marriage licenses \$22.50. Dog license fees to Supervisor Thomas Wood \$190.00. Clerk fees to Supervisor Thomas Wood \$99.50. Total State and Local Revenues received were \$355.00.

**Zoning Officer's report for December 2014:** 7 Building Permits, 0 Building Permit Renewals, 23 Building Inspections, 5 Certificates of Occupancy, 0 Fire inspections, 0 Complaints, 1 Order to Remedy and 0 misc. appointments. A check for \$1,140.00 was given to Supervisor Thomas Wood.

**Dog Control officer's report for December 2014:** The report was read by Supervisor Thomas Wood: answered 16 complaints, took 0 dogs to the shelter, 2 bite cases, traveled 24 miles, issued 11 warnings and 3 summons were issued.

**Town Court report for December 2014:** The following were closed: 21 Vehicle & Traffic, 9 Criminal/Penal Law, 0 DEC/ENCON, 1 Dog case, 0 DWIs, 0 Town & Village Ordinance, 2 Small Claims/Civil, 0 Evictions, 0 Bench trials, 2 (case transfers) Divestiture Forms sent to County Court, 0 Defendants sentenced to probation, 0 hours of community service issued, 3 Orders of Protection issued, and \$5,177 in fees were paid to the NY State Comptroller.

**Tax Collector's report:** Tax Collector Jim Gorham reported that through January 9, 2015, he collected \$290,983.61 on 387 bills, which is 12.9% of the bills.

**Tax Collector Jim Gorham collects taxes in January on Monday, Wednesday and Friday from 8:30 am to 12:30 pm and 1:30 to 4:00 pm and on the last Saturday of January from 8:30 am to noon. He added that the town offices will be closed on January 19<sup>th</sup>, Martin Luther King Jr. Day.**

**Historian's report:** No report.

**Assessor's report:** Victoria Hayner submitted the following for January 2015:

During the month of December we sent out the renewal forms for Senior Exemptions and Agricultural exemptions and have begun receiving them back. We have received information from NYS regarding our Equalization Rate for the coming year and we are planning to do an update in order to keep the Level of Assessment at 100%

Sales continue to be processed for the town. We have had 7 valid sales and 5 non-valid sales of which 8 were on residential properties and 3 on vacant lands and 1 was a commercial property.

The Assessor's Office will be open Monday – Thursday from 9:00 AM – 1:00 PM during the months of January and February. The Assessor will be in the office on Tuesdays and Wednesdays.

**Highway Superintendent's report: December 2014**

- ❖ Truck repairs, maintenance and screens installed
- ❖ Sign and mailbox repair
- ❖ Boom and motor off truck 10
- ❖ Addressed multiple days of down trees and limbs with chipper and boom truck
- ❖ Garage cleanup
- ❖ Had 3 power outages where the generator ran about 4 hrs each time
- ❖ Water has been tested at the garage
- ❖ Wreaths, banners and lights were hung for Schuylerville
- ❖ Sanded for 4 storms and plowed for 4
- ❖ Sanded Victory Mills roads for 2 storms due to truck breakdown

**Supervisor's report:** Supervisor Thomas Wood gave the following **State of the Town Address:**

At this time I would like to present my annual State of the Town address. It is my intention to review the current status of the town and identify the direction and goals upon which we would like to focus in 2015. Tonight I will limit my comments to 5 minutes. In so doing it will be impossible to go into great depth concerning all the accomplishments of the past year and the means of accomplishing our goals for next year. In this brief time I cannot cover every event, activity, organization, individual or program so I apologize in advance to anyone or group that I have not mentioned.

2015 will be a year of challenges, choices, and changes. These challenges, choices, and changes will cover and impact all town resources including people, equipment, money, land, time, and technology. We begin the year with a veteran team of people in important positions. Our continuing town officials are re-motivated and energized to perform their duties and serve the residents of the town in the best way possible. We are here to serve the town residents and must never forget that. We will always listen to and take seriously the requests and concerns of all town residents. Communication is the key and efforts will be increased to enhance communication. Having said that we must also be realistic and recognize that we cannot necessarily satisfy the needs and desires of all town residents on every issue. Our actions will reflect the desires of the majority with a respect for the views of the minority.

The Town board is experienced, broad based, and eager to conduct the business of the town. Their diverse background and broad based track record and experiences will prove very beneficial in our dealings with difficult issues.

Our Town Clerk and her deputy continue their positions with increased and enhanced working knowledge of the job responsibilities. Their computer skills, knowledge, and human relation skills are superb. Their goal is to serve all residents in an efficient, prompt, and professional way.

The Town of Saratoga Highway Superintendent and highway department crew continues to do an excellent job. The crew is experienced, dedicated, hard working, and professional. They take their job seriously and do the very best job possible. Our roads are in good shape. The town has adequate equipment with a maintenance and replacement schedule that insures that it is up to date and operates at top performance. This past year new equipment was acquired to replace worn out equipment.

The planning board and zoning board of appeals are composed of members with years of experience. They are motivated to promote the best interests of the town reflecting the comprehensive plan, common sense, and good judgment. Members are regularly attending training sessions. Our Building Inspector and Zoning Officer has done an excellent job of streamlining our procedures and enforcing our regulations. Our Zoning and planning clerk organized the planning and zoning office and has seen to it that all details and correspondence is handled efficiently. Agendas and minutes of all meetings are promptly placed on the town web page.

Our town justices, court clerks, town attorney, and court officers have experience, training, and motivation to conduct the legal business of the town in a fair, just, and responsible manner.

Our Historian and deputy historian continue organizing and cataloging town materials.

Our joint Saratoga-Northumberland Schuyler Park Committee continues to work hard making improvements at the park. Student sports participation grows in leaps and bounds each year. We continue to work closely with Schuylerville Central School. This past year baseball and softball fields were expanded to bring them into compliance with official field requirements. Next year plans include creating additional parking areas.

I begin my 12th year as supervisor in a town that in most every respect continues to be in excellent condition. Many of the issues that we will be facing in 2015 result from the facts that we live in a town that is a very desirable place in which to live and do business, that we have low taxes, and that the economic conditions and climate are healthy.

Our Town continues to be blessed with a multitude of individuals that generously donate their time and talents to serve the town through a countless variety of organizations and committees. Through the General Schuyler Emergency Squad the delivery of emergency services to the town residents continues to be excellent. The three fire departments serving the town have well trained members and excellent equipment. Recruitment of new members must be an ongoing, high priority activity. Incentives such as Length of Service Award Program and a state income tax reduction programs have recently been

enacted and should help recruit new and maintain experienced members. Rick Drew is recognized for his efforts on our behalf with the Saratoga County Fire Safety Board.

Organizations like our churches, SAFER, the Old Saratoga Historical Association, Lions, Rotary, the Garden Club, Farm Bureau, our senior citizens organizations, the library board, youth commission members, Old Saratoga Athletic Association, the American Legion, Rod and Gun Clubs, and the cemetery association, are recognized and highly praised for all of the outstanding work that they do. The Schuylerville Area Chamber of Commerce is recognized and supported for sponsoring events and activities and for promoting our area businesses and opportunities. The Lakes to Locks Passage and Historic Hudson-Hoosic Partnership will be supported as well as events and activities such as the Turning Point Parade and Eighteenth century day events. A strong working relationship with the National Park Service and the National Cemetery will be supported and encouraged.

Town spirit and pride will be stimulated and emphasized. Cooperation and relations with our neighboring towns and Saratoga and Washington Counties will be built upon and expanded. Shared Services will be emphasized. Our town looks forward to cooperation and building relations with our representatives such as our new Congresswoman Elise Stefanik, our state Senator Cathy Marchione and our Assemblywoman Carrie Woerner. A close working relationship with Schuylerville Mayor John Sherman and Victory Mayor Pat Dewey will be continued.

The Saratoga Lake Association is recognized for their efforts in protecting Saratoga Lake. SLIPD and the Town of Saratoga have recently entered into a contract in which SLPID is building a weed harvesting boat and truck storage facility at the Town Highway garage site.

Financially the town is in good condition. This has resulted from sound financial management, strict adherence to state policies, accurate record keeping, and frugal decision making emphasizing getting the maximum benefit for every dollar spent. Our Bookkeepers have done an outstanding accurate job of accounting for all town money and have seen to it that our books are balanced and that we are in compliance with all state regulations. Our annual audit confirms that all financial policies and procedures are in compliance with accepted practices. A prosperous county economy has generated stable sales tax revenues. Extensive thought and research has gone into all town business transactions. You don't spend money because you have it, you spend it because you need to and the expenditure meets the needs and desires of the town residents. When compared to our neighboring similar towns we have a low tax rate.

Our Town personnel manual will be reviewed and updated as needed. When needed, new computers have replaced older outdated computers.

Our insurance policy has been updated to provide the best protection for the town at a reasonable cost.



Communication and input by residents at town board meetings has been continued by providing an opportunity for resident input prior to board action on agenda items as well as at the end of the regular agenda.

Stafford's Bridge will be rehabilitated by the county this year and work on the State Route 29 bridge in Grangerville will begin.

Several issues of a town newsletter and town calendar were printed and posted on the internet. In addition all town board, planning board, and zoning board of appeals minutes were posted on the internet.

Having touted all of the strengths and assets of the town it would seem that no work remains to be done. If this was the case, we could adjourn the meeting and go home. The reality is that there is still much work to be done and many challenges to be addressed.

There are a number of major issues facing the town that must be dealt with and completed this year. Many of these issues were identified and started last year but have not yet been brought to completion. These issues will serve as the basis for many of our goals in 2015.

Goal #1: Keep Town property taxes as low as possible. We have previously and will continue to stay within the state property tax cap. This year town property taxes increased only .6%. It will be challenging to hold the line on tax increases given a flat mortgage tax and sales tax revenue stream, a declining revenue stream from the Town Court, and projected increased cost of county self insurance due to recent town disability claims. As required by the state we will develop a shared services plan and by working cooperatively with our neighboring municipalities we will find ways to become more efficient and save money. This is also addressed in goal #6.

Goal #2: Complete the sale of the old town hall property. Progress continues to be made regarding culminating the sale of the property and it is predicted that construction on the new Gateway Visitors Center will begin this Fall.

Goal #3: Keep all excess town property rented and generate the greatest revenue possible for the town. We still have some vacant rentable space available in the town hall but have made progress in increasing the number of tenants and the amount of space that they are renting. We will be working closely with SAFER this year to see that the needs of the food pantry are met.

Goal #4: Complete and implement zoning regulation changes that will encourage economic growth. Our zoning amendment advisory committee worked hard last year and made substantial progress. We will be looking for further public reaction and input on these changes as they are presented. Following modification and adjustments, formal public hearings will be scheduled. Enactment of the new regulations is our goal. Last year the zoning ordinance was amended once. One of our priorities will be to continue to

review and update the zoning ordinance. We must protect the rights of residents without being unfair to other property owners that wish to sell or develop their property. All current laws and town documents are codified and made available to all on the internet.

Goal #5: We will continue to look for outside funding sources and grants to do important projects such as a new salt storage shed, new energy efficient lights, and weather proofing buildings.

Goal #6: Investigate and Implement areas of shared services that will reduce town costs and improve service delivery.

Other areas that we will be working on are as follows:

The town emergency plan continues to be updated. Town Emergency Management Officer Sherry Doubleday continues to meet monthly with her team to prepare for any possible emergency.

Our town financial procedural audit will continue. This will enable us to determine if there are better ways of doing things.

Efforts to improve Schuyler Park will continue.

We want to preserve, protect, and foster the things that make the Town of Saratoga a great place in which to live and work. We recognize that change is inevitable. It cannot be stopped, but can be controlled and monitored. Creating a strong economic base, increased tax assessment, and creating jobs for town residents will be important. We want development that does not place demands on our infrastructure including the school district.

Staff development for all town officials and employees will continue to be encouraged. This training is an investment in our future and will insure a town government that is current, efficient, and productive.

We will maintain our equalization rate at 100%. This year our assessor will work at reviewing neighborhoods and making adjustments as appropriate. Since the county distributes sales tax revenue based on assessed property value, maintaining accurate assessment roles will be critical. This will insure fairness to all residents and result in maximum county sales tax distribution to the town.

Communication needs continue to be enhanced and expanded. Communication by everyone needs to be complete, accurate, truthful, and not misleading. Town government is the level of government that is closest to the people and therefore must be the most responsive. We will listen to the residents to determine their needs and wishes. We can't do all things for all people. I will continue to emphasize research based, data driven shared decision making. Shared decision making takes longer but gives constituents ownership of the decision and results in better decisions.

The internet and e-government will be expanded. The town web page has been re-configured and will continue to become more user friendly.

I want to encourage organizations within the town to report regularly to the town board with regard to accomplishments, concerns, and needs. With this information the town board can become involved and help meet the needs of the organizations.

In summary, I encourage all residents of the town to be informed, to participate, and to work cooperatively with spirit and enthusiasm. We all want to see our town be the best possible town that it can be. We have great things happening and we are going to build on these successes. It is with enthusiasm and excitement that we will move forward and meet the challenges in 2015.

**Financial report: SUPERVISOR’S REPORT DECEMBER 2014**

GENERAL FUND – TOWNWIDE (A FUND)

Balance on hand DEC 1	\$	799,401.55
DEC Revenues	+	11,728.33
DEC Disbursements	-	<u>123,015.86</u>
Balance DEC 31	\$	688,114.02

GENERAL FUND – OUTSIDE VILLAGE (B FUND)

Balance on hand DEC 1	\$	1,200,365.29
DEC Revenues	+	102,975.03
DEC Disbursements	-	<u>75,316.72</u>
Balance DEC 31	\$	1,228,023.60

HIGHWAY FUND – OUTSIDE VILLAGE (DB FUND)

Balance on hand DEC 1	\$	805,261.50
DEC Revenues	+	154,296.79
DEC Disbursements	-	<u>150,166.68</u>
Balance DEC 31	\$	809,391.71

SCHUYLER PARK CAPITAL PROJECT DEC 31 \$ 176,842.52

YOUTH RECREATION & SERVICE DEC 31 \$ 1,765.46

HIGHWAY EQUIPMENT RESERVE DEC 31 \$ 72,909.47

BUILDING RESERVE DEC 31 \$ 39,555.60

SCENIC BY WAYS GRANT DEC 31 \$ 310.81

PARK RESERVE DEC 31 \$ 51,956.55

❖ **December 2014 Sales Tax Received - \$100,198**

❖ **November 2014 Mortgage Tax- \$18,327**

**Public comments on agenda items:** No one addressed the board.

**Committee reports:**

**Landfill:** No report.

**Insurance:** No report.

**Youth:** No report.

**Senior Citizens: Councilman James Jennings** reported that the **Old Saratoga Seniors** met on Wednesday, December 10<sup>th</sup> at the Prime Restaurant in Saratoga Springs with 45 members attending. Their January 7th meeting was cancelled due to the weather.

**Park Committee:** No report.

**Office of Emergency Management (OEM):**

**Sherry Doubleday** reported that on December 15th there was a very informative meeting at the County Fire Training Center. Several of the town emergency management representatives attended. The special needs registry was discussed urging people to register with the county Office of Emergency Services. They will be eligible to receive attention during an emergency or disaster.

**The State OEM** is divided into 10 response zones. Region 3's Shannon Finnegan spoke to the group about states of emergencies and items to remember:

- ❖ A written State of Emergency (SOE) must be filed with the County Clerk and the State OEM.
- ❖ Emergency orders by the chief elected official are not legal without an SOE being declared.
- ❖ A SOE expires within 30 days, but should be terminated prior if the emergency is over.
- ❖ Emergency orders on the other hand expire in 5 days and must be renewed. Both the SOE and the emergency order must be published in a local newspaper.

Shannon Finnegan also covered the disaster recovery process.

Sherry Doubleday reported that letters were sent to the Office of Emergency Management committee members, fire chiefs, mayors, the GSES ALS Director, DPW and the Town Highway Superintendent, Town Supervisor and the Operations Center for Brookfield. The letter was an invitation to an informational meeting on January 26th at 7 p.m. in the Gates Room at town hall to prepare for a table top exercise regarding the complete demise of the Winnie Dam at the south end of the Village of Schuylerville. There will be inundation maps and pertinent information dispersed to everyone for reference.

**GSES, QSFD Reports:**

**General Schuyler Emergency Squad:** President Joanne Hanna gave the following report for the Town of Saratoga:

Total number of calls for December 2014	45
Total Town of Saratoga	13
Town of Northumberland	11
Village of Schuylerville	14
Village of Victory Mills	1
ALS Assist Easton Greenwich	1
ALS Assist Salem	1
Mutual Aid Easton Greenwich	1
Mutual Aid Wilton	2
Stand By Wilton	1

The General Schuyler annual **Valentine Day Rose sale** will be held at the squad building on Friday, February 13th from 12 PM to 6 PM and on Saturday, February 14th from 10 AM to 4 PM. Flyers will be out within the next week advertising this event.

**Quaker Springs Fire Department:** Chief Don Ormsby Jr. reported that there were 115 total calls in 2014.

**Old business: None**

**New business:**

On a motion by Councilman Charles Hanahan and seconded by Councilman James Jennings the following **Resolution #15-27 Annual Audit by Dick Dinolfo, CPA** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – absent, Councilman Michael McLoughlin – absent, Councilman Charles Hanahan – aye, Councilman James Jennings – aye. Carried 3 – 0.

**WHEREAS**, the Town Board of the Town of Saratoga had the Town’s 2013 financial operations and procedures audited by Richard H. Dinolfo, CPA; and

**WHEREAS**, the Town Board of the Town of Saratoga has reviewed the findings with no exceptions noted in any department, therefore be it,

**RESOLVED**, by the Town Board of the Town of Saratoga to accept the findings as presented (the audit is on file in the Town Clerk’s office).

**Supervisor Thomas Wood** reported on fire protection concerns on Burgoyne Street after the barn fire at Mike and Barbara Tierney's on New Year's Eve. He reported that the fire hydrants across the street were not working and water had to be trucked from a hydrant on Green St. It is unclear why the two hydrants along Burgoyne St. were not working. Supervisor Thomas Wood will follow up on hydrant issues.

**Communications:** None.

**Privilege of the floor:** Wendy Lukas addressed the board.

**Upcoming meetings:**

- ❖ **Agenda meeting – Thursday, February 5, 2015 at 7:00 p.m.**
- ❖ **Regular town board meeting – Monday, February 9, 2015 at 7:00 p.m.**

**Audit the Bills:** On a motion by Councilman Charles Hanehan and seconded by Councilman James Jennings the following **Resolution #15-28 Approving the payment of bills in Abstract 1G** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – absent, Councilman Michael McLoughlin – absent, Councilman Charles Hanehan – aye, Councilman James Jennings – aye Carried 3 – 0.

**RESOLVED, by the Town Board of the Town of Saratoga that the bills be paid on Abstract #1G (1/12/2015) in the following amounts:**

<b>General Fund A</b>	<b>Voucher No. 1 through 23</b>	<b>\$ 14,852.49</b>
<b>General Fund B</b>	<b>Voucher No. 1 through 3</b>	<b>\$ 667.95</b>
<b>Schuyler Park H</b>	<b>Voucher No. 1</b>	<b>\$ 23.88</b>
<b>Highway DB</b>	<b>Voucher No. 1 through 8</b>	<b>\$ 7,955.88</b>
<b>MH Mobil Home Program</b>	<b>Voucher No. 1 through 4</b>	<b>\$ 30,010.00</b>
<b>H21 Home Improvement</b>	<b>Voucher No. 1 through 2</b>	<b><u>\$ 14,080.00</u></b>
<b>Grand Total</b>		<b>\$ 67,590.20</b>

**A motion to adjourn at 8:29 p.m.** was made by Councilman James Jennings and seconded by Councilman Charles Hanehan. Supervisor Thomas Wood – aye, Councilman Fred Drumm – absent, Councilman Michael McLoughlin – absent, Councilman Charles Hanehan - aye, Councilman James Jennings – aye Carried 3 – 0.

Respectfully Submitted,

Ruth L. Drumm  
Town Clerk