

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

**November 5, 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 - present, Councilman Michael McLoughlin – present, Councilman Charles Hanahan- present, Councilman James Jennings – present

**Also present:** Deputy Town Clerk Linda McCabe, Town Attorney Bill Reynolds, Highway Superintendent Don Ormsby Jr., Gary Squires and Chris Benn

**Public Hearing - 2016 Budget:** Supervisor Thomas Wood reported that the board has been working on the budget since August. He explained that the budget is our best estimate of appropriations and receipts for the coming year. He then reviewed some basic information concerning the proposed 2016 budget. He noted that a cost of living salary increase for employees of 1% is included. Spending was cut from many departments and he is budgeting closer to actual costs. He noted that it is a lean and responsible budget. The total town budget is \$2,450,744, which is down 2.55%. The budget reflects an increase of \$.0056 cents per thousand of assessed value which is a modest increase and doesn't exceed the property tax cap. It brings the tax rate to \$1.1325 per thousand for 2016 up from \$1.1269 in 2015.

**Proof of advertising in the *Saratogian* on October 26, 2015 having been furnished, Supervisor Thomas Wood opened the Public Hearing at 7:13 p.m. on the 2016 budget asking that residents stand and state their name and address before addressing the board.**

**No one spoke.**

**On a motion by Supervisor Thomas Wood and seconded by Councilman Fred Drumm the public hearing was closed at 7:14 p.m.** Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Michael McLoughlin – aye, Councilman Charles Hanahan – aye, Councilman James Jennings – aye. Carried 5 – 0.

**Approval of Minutes:** A motion was made by Councilman Michael McLoughlin and seconded by Councilman Charles Hanahan to accept the minutes of the October 14<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 October 2015:** Fees paid to the NYS Dept. of Agriculture and Markets for the Animal Population Control Program \$58.00. Fees paid to New York D.E.C. for hunting and fishing licenses \$943.92. Fees paid to the NYS Department of Health for Marriage Licenses \$22.50. Dog license fees to Supervisor Thomas Wood \$245.00. Clerk fees to Supervisor Thomas Wood \$133.08. Total State and Local Revenues received were \$1,402.50.

**Zoning Officer's report for October 2015:** 13 Building Permits, 16 Building Inspections, 10 Certificates of Occupancy, 0 Junk Yard Permits, 2 Complaints, 0 Fire inspections, 0 Orders to Remedy, 7 misc. appointments, 9 Building Permit Renewal, and 0 Property Maintenance Inspections. A check for \$5,137.50 was given to Supervisor Thomas Wood.

**Dog Control Officer's report for October 2015:** The report was read by Supervisor Thomas Wood: answered 18 complaints, took 4 dogs to the shelter, 2 bite cases, issued 6 warnings, 2 summonses were issued, and traveled 161 miles.

**Town Court report for October 2015:** The following were closed: 53 Vehicle & Traffic, 10 Criminal/Penal Law, 2 DEC/ENCON, 3 Dog cases, 1 DWI, 0 Town & Village Ordinance, 0 Small Claims/Civil, 1 Eviction, 0 Bench trials, 1 (case transfer) Divestiture Forms sent to County Court, 1 Defendant sentenced to probation, 0 hours of community service issued, 3 Orders of Protection issued, and \$5,398.00 in fees were paid to the NY State Comptroller.

**Historian's report:** Sean Kelleher submitted the following report for November 2015: November is a month we focus on veterans. This month the Historian's office is starting Our Veteran's History Project. We are teaming up with the Library of Congress to record and preserve the accounts of Saratoga's veterans for our local and national Veterans History Project. The Historian's office is seeking veterans to take part in video interviews on November 15, 2015, at the Saratoga Town Hall; details are on the town website. Also on November 15, 2015, at 1:00 p.m. we will be holding digitizing sessions focused on veterans' memorabilia, including newspaper articles, letters, medals, pictures and/or uniforms which will be digitally photographed or scanned to become part of the Town of Saratoga Veterans History Project. Finally, on the town website we have our Historical Record of Military Service form, which we ask veterans and their families to fill out so we can capture this important history about our community. The purpose of the Veterans History Project is to preserve and make accessible personal accounts from U.S. military veterans from our community, so that future generations may better understand the realities of war.

This past month we had events commemorating the American Victory at Saratoga. There were 35 participants in events put on by the Historian's office and we had over 500 participants in events that the Historian supported or worked in partnership on. There were about 15 inquiries in the past month.

We had a bus tour with 20 participants of the presidential studies tour, along with visitors from New Jersey and Pennsylvania, travel to our community specifically for the commemoration. We have an exhibit on Civil War letters from a soldier in Victory, in the Meals-on-Wheels room in the Town Hall. The upstairs exhibit space is focused on one-room school houses. Next month the office will focus on early Dutch settlers in

Saratoga in preparation of December's Dutch Christmas. In our second month we had 565 views and 336 visitors on our web blog. In addition, our press releases have been on a Times Union blog.

**Assessor's report:** Victoria Hayner submitted the following for October:  
The Assessor's Office continues to update the file as sales are completed. During the last month we have had 21 sales of which 17 were for residential properties and 4 for vacant land, 12 of those sales were valid sales and 9 were non-valid transactions.

We are preparing for the Exemption renewal season. Renewal applications will be mailed in mid-December. Exemptions must be filed with our office by March 1, 2016. If you have questions regarding exemptions, please call our office.

The Assessor's Office will be open Tuesdays and Wednesdays from 9:00 AM until 1:00 PM. As always, I am willing to set up appointments if necessary.

**Highway Superintendent's report for October 2015:**

- ❖ Mowing should be finished for the year
- ❖ Addressing signs and storm drains
- ❖ Rented a shoulder machine for newly blacktopped roads
- ❖ Also rented a tracked excavator to open culverts on Russell Rd. & other areas
- ❖ Sand pile has been moved, restocked and new loading ramp is in place
- ❖ Fall maintenance has been done on trucks 2,3,5 & 6
- ❖ Batteries were replaced on truck 1
- ❖ New tires and exhaust piping on truck 2, rear lighting issues on truck 5 and spreader chain and hoses on truck 6
- ❖ Removed trees from Chestnut St. & Lafayette St.
- ❖ New windows were installed in the garage office
- ❖ Garage and equipment fire extinguishers have been tested
- ❖ Hauled blacktop with Town of Providence for one day
- ❖ Placed an historical marker on Deans Corner for our historian
- ❖ Highway hours are back to 7:00 a.m. - 3:30 p.m.

**Supervisor's report: SUPERVISOR'S REPORT OCTOBER 2015**

**GENERAL FUND – TOWNWIDE (A FUND)**

Balance on hand OCT 1	\$ 860,598.95
OCT Revenues	+ 18,232.22
OCT Disbursements	- <u>53,823.33</u>
Balance OCT 31	\$ 825,007.84

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

Balance on hand OCT 1	\$ 1,246,107.92
OCT Revenues	+ 128,858.99
OCT Disbursements	- <u>104,740.56</u>
Balance OCT 31	\$ 1,270,226.35

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

Balance on hand OCT 1	\$ 724,727.86
OCT Revenues	+ 120,071.17

OCT Disbursements	-	<u>82,168.75</u>
Balance OCT 31	\$	762,630.28
SCHUYLER PARK CAPITAL PROJECT OCT 31	\$	172,989.14
YOUTH RECREATION & SERVICE OCT 31	\$	1,335.26
HIGHWAY EQUIPMENT RESERVE OCT 31	\$	72,963.36
BUILDING RESERVE OCT 31	\$	154,654.58
SCENIC BY WAYS GRANT OCT 31	\$	310.93
PARKS RESERVE OCT 31	\$	51,956.55
FIRE PROTECTION OCT 31	\$	0.34
TRUST & AGENCY (TA & CDPHP) OCT 31	\$	51,088.91
MOBILE HOME GRANT OCT 31	\$	10,879.45
HOME IMPROVEMENT GRANT OCT 31	\$	25,444.38
CDBG GRANT OCT 31	\$	9.14

- ❖ **Sales Tax Received – October 2015 - \$126,509**
- ❖ **Mortgage Tax Received – September 2015 - \$13,281**

**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 Senior's** met on October 21st with 47 members attending. A tea cup auction was held. A trip to Hilton Garden Inn for lunch and a Christmas Show is set for November 23rd. A casserole luncheon is planned for November 4th. Planning for the Christmas Party and Veteran's Day is ongoing.

The seniors met on November 4th with 63 members attending the business meeting and casserole luncheon. Veterans were honored. Gary Ferris, G.F. Red Cross, did a WW II tribute. Future trips being planned will be to Lake George; Weston, Vermont; and Foxwood. The next meeting will be November 18th for a sandwich luncheon.

**Park Committee: No report.**

**Office of Emergency Management: No report.**

**GSES, QSFD Reports:**

**GSES: No report.**

**Quaker Springs Fire Department: Chief Don Ormsby Jr. reported** that they had 75 calls year-to-date.

**Old business: None.**

**New business:**

On a motion by Councilman Charles Hanehan and seconded by Councilman Michael McLoughlin the following **Resolution #15-101 - Adoption of the 2016 Annual Town Budget** 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*, this Board having on November 5, 2015 at 7:00 p.m. duly held a public hearing on the preliminary budget approved by this Board and filed with the Town Clerk for the fiscal year commencing January 1, 2016, and having heard all persons desiring to be heard in the matter, and the matter of the budget for this Town for such fiscal year having been fully discussed and considered, it is

*RESOLVED*, that said preliminary budget approved and filed as aforesaid, is hereby adopted and established as the annual budget for this Town for the fiscal year beginning January 1, 2016, and that such annual budget as so adopted is detailed in the minutes of the proceedings of this Town Board, and be it further

*RESOLVED*, that the Town Clerk of this Town shall prepare and certify as provided by law, duplicate copies of said annual budget hereby adopted, and deliver one of such copies to the Supervisor of the Town, and that he shall present such copy to the Board of Legislators of the County as required by law.

**The 2016 annual budget, in its entirety, is in the official minute book at the town clerk's office and on the website, townofsaratoga.com.**

On a motion by Councilman Fred Drumm and seconded by Councilman James Jennings the following **Resolution #15-102 - Fund Transfer \$18,000 to Improvements DB5112.4** 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 to transfer \$18,000.00 from Snow Removal DB5142.1 to Improvements DB5112.4 due to increased paving expenses.

On a motion by Councilman Fred Drumm and seconded by Councilman Charles Hanehan the following **Resolution #15-103 - Fund Transfer \$611 to Youth Y7320.4** 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 to transfer of \$611.00 from Youth Program A7320.4 to Youth Y7320.4 for Youth Program costs.

On a motion by Councilman Fred Drumm and seconded by Councilman Michael McLoughlin the following **Resolution #15-104 - Fund Transfer \$618.64 to Y7320.4** 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 to transfer of \$618.64 from Other Funds B9901.8 to Youth Y7320.4 for Swim Program costs.

On a motion by Councilman Fred Drumm and seconded by Councilman Charles Hanehan the following **Resolution #15-105 - Authorization to Enter into an Agreement with SCS - Facilities for Reunification** 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 and the Schuylerville Central School District recognize the potential for the necessity for evacuation of students/and or community residents for numerous safety reasons; and

**WHEREAS**, both parties are in relatively close proximity to one another and acknowledge the potential need to utilize facilities as a Reunification Center for Parents/Community Residents on a temporary basis; now therefore be it

**RESOLVED**, that the Supervisor is authorized to sign an agreement with the Schuylerville Central School District; and it is further

**RESOLVED**, that the form of such agreement shall be subject to prior review and approval by the Attorney for the town.

On a motion by Councilman Fred Drumm and seconded by Councilman Charles Hanehan the following **Resolution #15-106 - Fund Transfer \$1,550 to State Retirement** 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 to transfer \$1,550.00 from Taxes and Assessments A1950.4 to State Retirement A9010.8 due to an increase in retirement expenses.

On a motion by Councilman Michael McLoughlin and seconded by Councilman Fred Drumm the following **Resolution #15-107 - Fund Transfer \$1,500 to State Retirement** 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 to transfer \$1,500.00 from General Repairs Personal Services DB5110.1 to State Retirement DB9010.8 due to an increase in retirement expenses.

On a motion by Councilman Fred Drumm and seconded by Councilman James Jennings the following **Resolution #15-108 - Fund Transfer \$8,000 to Medical Insurance** 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 to transfer \$8,000.00 from Demolition of Unsafe Buildings A3650.4 to Medical Insurance A9060.8 due to an increase in medical expenses.

On a motion by Councilman Fred Drumm and seconded by Councilman Michael McLoughlin the following **Resolution #15-109 - Authorization to Change MVP Gold Health Ins. 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 contract to provide health insurance coverage for eligible employees; and

**WHEREAS**, the board has reviewed proposals for a contract to commence January 1, 2016 for Retirees over 65 years old; it is now therefore

**RESOLVED**, that the Town Supervisor is authorized to sign a contract for health insurance benefits with MVP Preferred Gold HMO-POS 2016.

On a motion by Councilman Michael McLoughlin and seconded by Councilman James Jennings the following **Resolution #15-110 - Fund Transfer \$164 to Tax Collector** 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 to transfer \$164.00 from Taxes & Assessments A1950.4 to Tax Collector A1330.4 due to an increase in expenses.

**It was with regret, Supervisor Thomas Wood reported that Sherry Doubleday has resigned as the Director of the Town of Saratoga's Office of Emergency Management. She will remain on the committee. Many thanks to Sherry for a great job.**

**Executive Session: Supervisor Thomas Wood made a motion seconded by Councilman Fred Drumm at 7:59 p.m. to enter into executive session to discuss Collective Bargaining negotiations with the International Brotherhood of Teamsters, Local 294 on behalf of the highway employees. The board invited Attorney Bill Reynolds and Highway Superintendent Don Ormsby to attend.** Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Michael McLoughlin – aye, Councilman Charles Hanehan – aye, Councilman James Jennings – aye. Carried 5 – 0.

**On a motion by Councilman Fred Drumm, seconded by Councilman Charles Hanehan, the board came out of executive session at 8:17 p.m.**

Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman Michael McLoughlin – aye, Councilman Charles Hanehan – aye, Councilman James Jennings – aye. Carried 5 – 0. **No board action was taken.**

**Communications:**

- ❖ **The Saratoga County Veterans Service Agency will be holding its Fourth Annual Revolutionary Run for Veterans 5K, on Saturday, November 7, 2015 at the Ft. Hardy Park in Schuylerville, NY.**
- ❖ **Saratoga County Dept. of Public Works Notice of Road Closing - County Road 67 (Stafford's Bridge Rd) where it crosses Fish Creek will be closed on Thursday, Nov. 12th and Friday, Nov. 13th between 7 am and 4:30 pm. The bridge is being closed to complete paving operations. The closure id dependent on suitable weather conditions.**

**Privilege of the floor:** No one addressed the board.

**Upcoming meetings:**

- ❖ **Agenda meeting – Thursday, December 10, 2015 at 7:00 p.m.**
- ❖ **Regular town board meeting – Monday, December 14, 2015 at 7:00 p.m.**
- ❖ **Special Meeting – End of Year Audit of Bills – Tuesday, December 29, 2015 at 11:00 a.m.**

**Audit the Bills:** On a motion by Councilman Fred Drumm and seconded by Councilman Charles Hanehan the following **Resolution #15-111 Approving the payment of bills in Abstract 11G** was adopted by vote: Supervisor Thomas Wood - aye, Councilman Fred Drumm – aye, Councilman, Councilman Michael McLoughlin – aye, Charles Hanehan – aye, Councilman James Jennings – aye Carried 5 – 0.

**RESOLVED**, by the Town Board of the Town of Saratoga to authorize payment of the bills listed in Abstract 11G (11/5/2015) in the following amounts:

<b>General Fund A</b>	<b>Voucher No. 372 through 405</b>	<b>\$ 52,183.78</b>
<b>General Fund B</b>	<b>Voucher No. 59 through 65</b>	<b>\$ 8,107.31</b>
<b>Highway DB</b>	<b>Voucher No. 203 through 221</b>	<b>\$ 124,321.85</b>
<b>Schuylers Park H</b>	<b>Voucher No. 35 through 36</b>	<b>\$ 656.84</b>
<b>CDBG</b>	<b>Voucher No. 25 through 30</b>	<b>\$ 27,414.00</b>
<b>H21 Home Improvement</b>	<b>Voucher No. 19 through 21</b>	<b>\$ <u>11,932.00</u></b>
	<b>Grand Total</b>	<b>\$224,615.78</b>

**A motion to adjourn at 8:51 p.m.** was made by Councilman Fred Drumm 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