

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

**February 13, 2023
6:00 P.M.**

Deputy Supervisor Ian Murray opened the meeting with the pledge of allegiance at 6:00 p.m.

Deputy Supervisor Ian Murray held a Moment of Silence in memory and honor of John Sherman, former Mayor of Schuylerville.

Roll call: Town Clerk, Linda McCabe, called the roll: Supervisor Thomas Wood - absent, Councilman Michael McLoughlin – present, Councilwoman Ruth Drumm – present, Councilman Gary Squires – present, Councilwoman Maxine Lautenberg – present.

Also present: Deputy Supervisor Ian Murray, Deputy Town Clerk Michelle Conover, Building Inspector/Zoning Officer Gil Albert, Bookkeeper Pat Temple, Paul Goetz, Jan Murphy and Roxanne Fonda.

Recognitions/Presentations/ Bid openings/Public Hearings: Deputy Supervisor Ian Murray stated the Town’s auditor, Paul Goetz, was present to review the Draft 2021 Audit.

Paul Goetz, BST & Co. CPAs, LLC, appeared before the Board and reviewed the draft 2021 audit findings. He then answered questions from the Board. Draft copy is on file in the Town Clerk’s office.

Deputy Supervisor Ian Murray thanked Paul Goetz. He then read proposed Local Law #1 of 2023 - Amending Local Law #5 of 2011, Increasing the Disability Tax Exemption and opened the Public Hearing at 6:13 p.m., asking those wishing to speak, to please step to the podium and clearly state their name, address and municipality for the record.

Seeing as no one wished to speak, Deputy Supervisor Ian Murray asked for a motion to close the Public Hearing.

A motion was made by Councilmember Ruth Drumm, seconded by Councilmember Gary Squires, **to close the Public Hearing at 6:14 p.m.** Supervisor Thomas Wood - absent, Councilman Michael McLoughlin – aye, Councilwoman Ruth Drumm – aye, Councilman Gary Squires - aye, Councilwoman Maxine Lautenberg - aye.

Carried 4 - 0

Approval of Minutes: A motion was made by Councilmember Ruth Drumm and seconded by Councilmember Gary Squires, **to accept the minutes of the January 5th Agenda meeting and January 9th Regular Town Board meeting as written.**

Supervisor Thomas Wood - absent, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – aye, Councilmember Gary Squires - aye, Councilmember Maxine Lautenberg - aye.

Carried 4 - 0

Town Clerk's report for January 2023: Fees paid to the NYS Dept. of Agriculture and Markets for the Animal Population Control Program \$59.00. 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 \$0. Dog license fees to Supervisor Thomas Wood \$278.00. Clerk fees to Supervisor Thomas Wood \$270.00. Total State and Local Revenues received were \$607.00.

Zoning Officer's report for January 2023: 4 Building Permits, 22 Building Inspections, 6 Certificates of Occupancy, 0 Junkyard Permits, 0 Complaints, 0 Fire Inspections, 0 Order to Remedy, 7 misc., 1 Building Permit Renewals and 0 Property Maintenance Inspections. A check for \$1,920.15 was given to Supervisor Thomas Wood.

Dog Control officer's report for January 2023: The following report was read by Supervisor Thomas Wood: Ed Cross, Dog Control Officer answered 16 complaints, took 0 dogs to the shelter, 0 bite case, traveled 20 miles, issued 10 warning and 0 summons' were issued.

Town Court report for January 2023: No report

Tax Collector's report: As of February 8, 2023, 78% of taxes have been collected, with a total to date of \$3,243,475.66. 1,852 mailed in their payments, 126 made payments on-line and 655 payments were made by wire transfer.
Please Note: Taxes are to be paid by mail, in the drop box in the Town Hall lobby or on-line.

Historian's report for January 2023: No report.

Assessor's report January 2023: No report.

Highway Superintendent's report for January 2023

- ❖ Brushing back at trails and ditches with boom mower
- ❖ Pot hole patching and road sign repairs
- ❖ Water running into roads and blocked culverts addressed
- ❖ Air compressor oil and filters changed
- ❖ Backhoe bucket hydraulic cylinder and pins repaired
- ❖ Rear brakes, transmission filter and shift sensor replaced on truck 4
- ❖ Truck 1 towed to KW for computer SCR module replacement
- ❖ Lighting repairs made on trucks 3 and 1
- ❖ Sidewinder cylinder hose repair and plow blade replaced on truck 5
- ❖ Truck 2 sent to KoH for injector repair
- ❖ Plow cable repair on truck 1
- ❖ Sanded for 5 storms
- ❖ Plowed for 7 storms

Supervisor's report: As Supervisor Thomas Wood was absent, Deputy Supervisor Ian Murray stated he wanted to table the Goals until Supervisor Thomas Wood was present to review the 2022 Goals with the Board and set the new 2023 Goals and adopt them at a later meeting and the Board agreed.

SUPERVISOR'S REPORT JANUARY 2023

GENERAL FUND – TOWNWIDE (A FUND)

Balance on hand 1/1/2023	\$ 720,242.10
Revenues	+1,629,843.72
Disbursements	- <u>175,563.05</u>
Balance 1/31/2023	\$2,174,522.77

GENERAL FUND – OUTSIDE VILLAGE (B FUND)

Balance on hand 1/1/2023	\$2,512,367.45
Revenues	+ 5,460.25
Disbursements	- <u>18,439.09</u>
Balance 1/31/2023	\$2,499,388.61

HIGHWAY FUND – OUTSIDE VILLAGE (DB FUND)

Balance on hand 1/1/2023	\$1,130,105.38
Revenues	+ -----
Disbursements	- <u>46,812.08</u>
Balance 1/31/2023	\$1,083,293.30

SCHUYLER PARK CAPITAL PROJECT 1/31/2023	\$ 122,947.94
YOUTH RECREATION & SERVICE 1/31/2023	\$ 8,673.85
HIGHWAY EQUIPMENT RESERVE 1/31/2023	\$ 145,695.41
BUILDING RESERVE 1/31/2023	\$ 483,251.35
SCENIC BY WAYS QRTRLY 1/31/2023	\$ 312.09
PARKS RESERVE 1/31/2023	\$ 376,956.55
TRUST & AGENCY 1/31/2023	\$ 174,586.25
CDBG Project 1/31/2023	\$ 25,664.00
GFNB Certificate of Deposit 1/31/2023	\$ 754,057.09
NYCLASS 1/31/2023	\$ 714,999.13

January 2023 Sales Tax Received - \$157,806.00

January Mortgage Tax Received - \$

December 2022 Mortgage Tax Received –

Public comments on agenda items: None.

Committee reports:

Landfill: No report.

Insurance: No report.

Youth: No report.

Senior Citizens: Councilwoman Maxine Lautenberg submitted the following: The Old Saratoga Seniors met on February 1, 2023 for a potluck luncheon, with 48 in attendance. Arianna from Wilton EMS gave a demonstration on proper use of the defibrillator.

Next meeting: February 15, 2023 – Soup lunch with the Zucchini Bros.

Upcoming events: March 15th – School Band, April 5th – Freddy & the Freeloaders, May 3rd – Ice cream social, May 17th – Election of Officers and vote for Senior of the Year.

There will be no meetings in June, July and August.

New President: Sue Derby

Park Committee: No report.

Office of Emergency Management (OEM): No report.

WEMS, QSFD Reports: Fire Chief Don Ormsby stated Quaker Springs Fire Department has had 7 calls to date for 2023.

Old business: None.

New business:

On a motion by Councilmember Michael McLoughlin and seconded by Councilmember Maxine Lautenberg, the following **Resolution #23-30 – Adoption of Local Law #1 of 2023**, was adopted by vote: Supervisor Thomas Wood - absent, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – aye, Councilmember Gary Squires - aye, Councilmember Maxine Lautenberg - aye.

Carried 4 – 0.

WHEREAS, the Town Board has recognized the need to increase the Disability Tax Exemption due to inflation; and

WHEREAS, the Town Board of the Town of Saratoga has held a public hearing and received input from the townspeople; now therefore be it

RESOLVED, by the Town Board of the Town of Saratoga to adopt Local Law 1 of 2023, amending **Local Law #5 of 2011 increasing the Disability Tax Exemption**. (Local Law #1 of 2023 is on file in the Town Clerk’s office)

Subject to all of the conditions, definitions and requirements set forth in Section 459-C of the Real Property Tax Law, real property owned by one or more persons with disabilities, or real property owned by a husband and wife, or both, or by siblings, at least one of whom has a disability, and whose income is limited by reason of such disability, shall be exempt from taxation to the extent set forth in the schedule below:

<u>NEWLY AMENDED</u> <u>ANNUAL INCOME</u>	<u>% EXEMPTION</u>	<u>PREVIOUS</u> <u>ANNUAL INCOME</u>	<u>% EXEMPTION</u>
Less than \$16, 501	50	Less than \$16, 501	50
\$16,501 but less than \$17,500.99	45	\$16,501 but less than \$17,500	45
\$17,501 but less than \$18,500.99	40	\$17,501 but less than \$18,500	40
\$18,501 but less than \$19,500.99	35	\$18,501 but less than \$19,500	35
\$19,501 but less than \$20,400.99	30	\$19,501 but less than \$20,500	30
\$20,401 but less than \$21,300.99	25	\$20,500 but less than \$21,500	25
\$21,301 but less than \$22,200.99	20	\$21,501 but less than \$22,500	20
\$22,201 but less than \$23,100.99	15	\$22,501 but less than \$23,500	15

\$23,101 but less than \$24,000.99	10	\$23,501 but less than \$24,500	10
\$24,001 but less than \$24,900.99	5	\$24,501 but less than \$25,500	5

On a motion by Councilmember Michael McLoughlin and seconded by Councilmember Gary Squires, the following **Resolution #23-31 – Approval to Enter into Contract for Fire Protection with the Village of Schuylerville**, was adopted by vote: Supervisor Thomas Wood - absent, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – aye, Councilmember Gary Squires - aye, Councilmember Maxine Lautenberg - aye.

Carried 4– 0.

RESOLVED, by the Town Board of the Town of Saratoga to authorize entering into the fire protection contract with the Village of Schuylerville, for a term of January 1, 2023 through December 31, 2023 and will provide consideration to the Village of Schuylerville in the amount of \$39,982.00. The full agreement is on file in the office of the Town Clerk; and it is further

RESOLVED, that the form of such contract shall be subject to prior review and approval by the attorney for the Town.

On a motion by Councilmember Maxine Lautenberg and seconded by Councilmember Ruth Drumm, the following **Resolution #23-32 – Approval to Enter into Contract for Fire Protection with the Village of Victory**, was adopted by vote: Supervisor Thomas Wood - absent, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – aye, Councilmember Gary Squires - aye, Councilmember Maxine Lautenberg - aye.

Carried 4 – 0.

RESOLVED by the Town Board of the Town of Saratoga to authorize entering into the fire protection contract with the Village of Victory, for a term of January 1, 2023 through December 31, 2023 and will provide consideration to the Village of Victory in the amount of \$14,141.00. The full agreement is on file in the office of the Town Clerk; and it is further

RESOLVED, that the form of such contract shall be subject to prior review and approval by the attorney for the Town.

On a motion by Councilmember Michael McLoughlin and seconded by Councilmember Maxine Lautenberg, the following **Resolution #23-33 – Approval to Enter into an Agreement for Emergency Medical Services with Wilton Emergency Squad Inc.**, was adopted by vote: Supervisor Thomas Wood - absent, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – aye, Councilmember Gary Squires - aye, Councilmember Maxine Lautenberg - aye.

Carried 4 – 0.

WHEREAS, the Town Board of the Town of Saratoga is authorized by virtue of Section 122 (B) of the General Municipal Law of the State of New York to provide general ambulance service for the town; and

WHEREAS, the **WILTON EMERGENCY SQUAD INC.** has trained and experienced personnel and is certified by the Department of Health of the State of New York as an ambulance service; and

WHEREAS, the WEMS is desirous of furnishing emergency medical services to the Town under the terms and conditions set forth in the Emergency Medical Services agreement; now, therefore, be it

RESOLVED, by the Town Board of the Town of Saratoga to authorize entering into the Emergency Medical Services with the **WILTON EMERGENCY SQUAD, INC.**, for the term of January 1, 2023 through December 31, 2023 and will provide consideration in the amount of \$338,709.00. The full agreement is on file in the office of the Town Clerk; and it is further

RESOLVED, that the form of such contract shall be subject to prior review and approval by the attorney for the Town.

On a motion by Councilmember Maxine Lautenberg and seconded by Councilmember, Michael McLoughlin, the following **Resolution #23-34 – Authorization to Enter into Contract with the Town of Saratoga’s Senior Citizens Groups**, was adopted by vote: Supervisor Thomas Wood - absent, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – aye, Councilmember Gary Squires - aye, Councilmember Maxine Lautenberg - aye.

Carried 4 – 0.

WHEREAS, the Town Board has determined it is important to offer support for recreational services to the elderly residents of the Town and;

WHEREAS, the Old Saratoga Seniors and the Quaker Springs Sunshiners senior groups are open to all Town of Saratoga seniors; now, therefore, be it

RESOLVED, that the Town Board, of the Town of Saratoga, authorizes the Town Supervisor to sign a contract with the Old Saratoga Seniors and the Quaker Springs Sunshiners, providing each senior group with \$2,500.00 in support of the recreational services they provide their members for the 2023 calendar year, and that the form of such contract shall be subject to prior review and approval by the attorney for the Town.

On a motion by Councilmember Maxine Lautenberg and seconded by Councilmember Michael McLoughlin, the following **Resolution #23-35 – Accepting the 2021 Audit Findings Report.**, was adopted by vote: Supervisor Thomas Wood - absent, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – aye, Councilmember Gary Squires - aye, Councilmember Maxine Lautenberg - aye.

Carried 4 – 0.

WHEREAS, the Town Board of the Town of Saratoga had the Town’s 2021 Financial Operations and Procedures audited by BST & Co. CPAs, LLP; and

WHEREAS, BST & Co. CPAs, LLP have completed the audits; now, therefore, be it

RESOLVED by the Town Board of the Town of Saratoga, to accept the findings of the Town's 2021 Financial Operations and Procedures Audit as presented. (The audit is on file in the Town Clerk’s office)

Communications: None

Privilege of the floor: No one spoke.

Upcoming meetings:

- ❖ Agenda Meeting – Thursday, March 9, 2023 at 6:00 p.m.
- ❖ Regular Town Board meeting – Monday, March 13, 2023 at 6:00 p.m.

Audit the Bills: On a motion by Councilmember Ruth Drumm and seconded by Councilmember Gary Squires, the following **Resolution #23-36 - Approving the Payment of Bills in Abstract 15G of 2022**, was adopted by vote: Supervisor Thomas Wood - absent, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – aye, Councilmember Gary Squires - aye, Councilmember Maxine Lautenberg – aye.

Carried 4 – 0.

RESOLVED, by the Town Board of the Town of Saratoga to authorize payment of the bills listed in **Abstract 15G of 2022 in the following amounts:**

General Fund A	No. 957 - 963	\$ 3,267.30
Grand Total		\$ 3,267.30

Audit the Bills: On a motion by Councilmember Gary Squires and seconded by Councilmember Maxine Lautenberg, the following **Resolution #23-37 - Approving the Payment of Bills in Abstract 2G of 2023**, was adopted by vote: Supervisor Thomas Wood - absent, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – aye, Councilmember Gary Squires - aye, Councilmember Maxine Lautenberg - aye. **Carried 5 - 0**

RESOLVED, by the Town Board of the Town of Saratoga to authorize payment of the bills listed in **Abstract 2G of 2023 in the following amounts:**

General Fund DB	No. 54, 57 - 79	\$ 60,105.68
General Fund A	No. 80 - 112	\$ 54,282.49
General Fund B	No. 108 - 111	\$ 5,465.55
General Fund H	No. 51	\$ 24.82
Grand Total		\$ 119,878.54

A motion was made by Councilmember Michael McLoughlin and seconded by Councilmember Gary Squires, **to adjourn the meeting at 6:35 p.m.** Supervisor Thomas Wood - absent, Councilmember Michael McLoughlin – aye, Councilmember Ruth Drumm – aye, Councilmember Gary Squires - aye, Councilmember Maxine Lautenberg - aye.

Carried 4 – 0

Meeting Adjourned

Respectfully Submitted,

Linda A. McCabe
Town Clerk