

REGULAR MEETING -BOARD OF TRUSTEES- DECEMBER 17, 2019-7:00 P.M.

PRESENT: MAYOR – JUDY WOOD-SHAW, TRUSTEE DOROTHY DEMARCO, TRUSTEE JUDY WOOD-ZENO, TRUSTEE PATRICK NELSON, TRUSTEE JOHN BASILE - ABSENT
CLERK/TREASURER: SHERISTIN TEDESCO
DEPT. OF PUBLIC WORKS: MATT RIFENBURGH - Absent
BUILDING CODE OFFICER: LARRY WOLCOTT
ATTORNEY: JAMES PELUSO
FIRE CHIEF: TONY CONTI
ENGINEER – ED HERNANDEZ

Public Attendance – 2

The meeting began with The Pledge of Allegiance and a moment of silence.

CORRESPONDENCE – Notice received from SCWA regarding public hearing on proposed increase of .5% to the water rates to be held 12/19/19 at 3:30 pm.

FIRE DEPARTMENT CHIEF: There were 4 alarms, 3 training sessions and the Toys for Tots Fundraiser for the month.

MOTION to accept the 2019 Newland Wood Fire Department Election Results, as listed below, made by Trustee Zeno, seconded by Trustee Nelson
Motion carried 3-0

Chief – Anthony Conti
First Assistant Chief – Jeff Mahar
Second Assistant Chief – Jeri Mehan
Captain – Matt Mehan
Lieutenant – TJ Fitzpatrick
President – Tracey Pommer
Vice President – Larry Case
Treasurer – Bill Mehan
Secretary – Jeri Mehan
Trustees – Joseph Fitzpatrick Sr., Tom Caivana, Matt Mehan

FIRE MARSHALL – Conducted two re-inspections and both have now passed, Seton Health and the Mobile Home Community across from the school. Casey continues to work on more inspections throughout the Village.

DPW – Absent

BCO – There were multiple inspections, a sign permit and 1 CO issued during the month. (Report on file)

ENGINEERING – The monthly water and sewer reports were reviewed. There was correspondence for grant support with Senator Jordan's office during the month. We expect the WIIA Grant selections later this week. (Report on file)

COMMITTEE REPORTS:

Trustee Basile – Report read by Mayor Wood-Shaw (On File)
LED Street Light application to NYSEG is complete. They have accepted it and the next step will be NYSEG's contractor coming to Village to make the change at the earliest next spring. The unexpired life payment has reduced to 8k and change. Unfortunately, the changes we wanted to make to add 4 lights and eliminate 4 cannot be accomplished through this program. There is a method to effect the change.

Firehouse team next meeting scheduled for January 8 at 5pm.

Senator Jordan has endorsed our application for funding the water project.

Trustee Nelson – Stated he will be following up on AIM funding at the state level to try to get continued monies annually. He may become involved in the Canal Trail initiatives and other grant opportunities.

Trustee DeMarco – She spoke to Don Warner, Copeland, and the paver he contacted has not responded to his requests and will be contacting another vendor for info and pricing. The

NYCLASS investment has earned \$938 YTD and would like to research investing more of our fund balances.

Trustee Zeno – A lot line adjustment application between the Fondano and Sabatino property and will be taken up under new business. The planning committee is looking to rename their committee to maybe “Experience Stillwater” like the existing Facebook group. There was not a meeting held during December because of the holiday. Bucciero’s ribbon cutting was last week and was attended by herself, Trustee Basile, Mayor Wood-Shaw, and representatives from Daphne Jordan’s office and Elise Stefanik’s office. Trustee Zeno and Drew Alberti will do a walk through of the Village to find areas of interest from local businesses for the Main Street grant. She attended multiple meetings during the month. The financial policy should be reviewed along with employee manual next month.

VILLAGE ATTORNEY – No report at this time

TREASURER REPORT

Voucher Totals By Account for the month

| | |
|------------------|--------------------|
| “A” General Fund | \$ 49,405.32 |
| “F” Water Fund | \$ 3,082.32 |
| “G” Sewer Fund | <u>\$ 6,786.45</u> |
| TOTAL | \$ 59,274.09 |

Treasurer’s Report – copy provided to all board members

Up to date Revenue and Expense Control Reports have been provided to all board members.

Motion to accept the budget adjustment, as presented below, made by Trustee Zeno, seconded by Trustee DeMarco
Motion carried 3-0

Increase A.5110.410 by \$22,316.04 to cover the Kubricky Construction invoice for balance of payment from paving of Lansing and Neilson Avenues, after holding invoice for repairs, from the general “A” fund balance as expected by leaving exact balance at year end 5/31/19.

MOTION to open the floor to the public and press made by Trustee Nelson, seconded by Trustee Zeno
Motion carried 3-0

Terrie Gifford stated The Express Newspaper will not publish next week as they are taking a week off for the holidays.

MOTION to close the floor to the public and press made by Trustee Nelson, seconded by Trustee Zeno
Motion carried 3-0

NEW BUSINESS

MOTION to approve the 2020 Reorganizational Resolutions made by Trustee Zeno, seconded by Trustee DeMarco
Motion carried 3-0

REORGANIZATIONAL RESOLUTIONS 2020

BE IT RESOLVED that Judy Wood-Zeno be appointed as Deputy Mayor for the calendar year 2020.

BE IT RESOLVED that Sheristin Tedesco be reappointed as Village Clerk/Treasurer and Village Registrar and Barbara Ponzillo as Deputy Clerk/Registrar for the calendar year 2020.

BE IT RESOLVED that the DPW Foreman has the authority and responsibilities for the duties of the DPW Superintendent.

BE IT RESOLVED that Wayne Simmons is appointed as Chairman of the Zoning Board of Appeals for the calendar year 2020.

BE IT RESOLVED that Dreyer Boyajian LLP, represented by Mr. James R. Peluso, be retained as the Attorneys for the Village of Stillwater, pursuant to retainer agreement dated December 17, 2019 for the calendar year 2020.

BE IT RESOLVED that the Ballston Spa National Bank be designated as the official depository for all village funds for the calendar year 2020.

BE IT RESOLVED that The Express and The Daily Gazette shall be the official newspapers for the Village of Stillwater for the calendar year 2020.

BE IT RESOLVED that Mayor Judy Wood-Shaw and Clerk/Treasurer Sheristin Tedesco shall be authorized at the bank for signatures for all Village checks and withdrawals and in the absence of the Mayor or Clerk/Treasurer, Trustee Wood-Zeno be authorized to sign.

BE IT RESOLVED that Clerk/Treasurer Sheristin Tedesco shall be the authorized official with regard to online banking for the Village of Stillwater for the calendar year 2020.

BE IT RESOLVED that Clerk/Treasurer Sheristin Tedesco be appointed as records management officer for the calendar year 2020.

BE IT RESOLVED that the Board of Trustees authorizes the Clerk-Treasurer to make payments in advance for utility services, postage, Federal Express & United Parcel fees, health insurance, reimbursements with all bills presented at the next regularly scheduled board meeting for audit.

BE IT RESOLVED that the Board of Trustees does authorize reimbursement to employees and officers of the Village who use their own personal vehicle while performing their official duties on behalf of the Village of Stillwater at the Federal mileage rate (currently \$.545 per mile).

BE IT RESOLVED that the Village of Stillwater Board hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials to the clerk of this body: Mayor and Trustee positions - 6 days per month, DPW Foreman Matt Rifenburgh - 8 hours per day, Clerk/Treasurer Sheristin Tedesco – 8 hours per day, Deputy Clerk – 6 hours per day.

BE IT RESOLVED that regular Village of Stillwater Board of Trustees meetings will be held the third Tuesday of each month, as per the schedule below, beginning at 7:00 P.M., with the exception of June, July and August to begin at 6:00 pm, in the Village Board Room. If changes are needed, the press will be notified.

January 21, 2020

February 18, 2020

March 17, 2020

April 21, 2020

May 19, 2020

June 16, 2020 – 6 PM

July 21, 2020 – 6 PM

August 18, 2020 – 6 PM

September 15, 2020

October 20, 2020

November 17, 2020

December 15, 2020

BE IT RESOLVED that the Mayor will have the sole authority for calling special meetings and will notify the public and press at least 72 hours in advance of the meeting if possible, further each Trustee shall be notified via the telephone by the Mayor or the Clerk and a notice of such meeting shall be displayed in the Office of the Village Clerk.

I, Sheristin Tedesco, Village Clerk, do hereby verify that the foregoing is a true copy of a Resolution adopted by the Board of Trustees of the Village of Stillwater, Saratoga County, New York on December 17, 2019.

RESOLUTION

**BOARD OF TRUSTEES
VILLAGE OF STILLWATER
December 17, 2019**

**Resolution Granting
Lot Line Adjustment – Fondano & Sabatino**

Motion By: Trustee Zeno
Seconded By: Trustee Demarco

WHEREAS, an application for a lot line adjustment has been submitted by 19 Colonial LLC on behalf

of Joseph F. Fondano, the owner of property known as 19 Colonial Road, which is located part in the Village of Stillwater (SBL# 243.75-1-2 consisting of ±14.39 acres) and part in the Town of Stillwater (SBL# 243.-1-79) consisting ± 9.7 acres and lands (hereinafter the "Fondano parcel").

WHEREAS, the application proposes to transfer approximately .028 acres from the Fondano parcel located within the Village of Stillwater (SBL#243.75-1-2) to an adjacent parcel owned by Philip and Philameno A. Sabatino known as 21 Colonial Road located in the Village of Stillwater (SBL#243.76-1-20); and

WHEREAS, the purpose of the lot line adjustment is to resolve an issue among the aforesaid landowners concerning the parties' respective deeded property line rights; and

WHEREAS, the applicant has prepared and completed a Short Environmental Assessment Form (EAF); and

WHEREAS, the Board of Trustees of the Village of Stillwater has duly reviewed the application, including the Short Environmental Assessment Form (EAF), and finds the application to be complete; and

WHEREAS, the Board of Trustees of the Village of Stillwater, pursuant to the State Environmental Quality Review Act (SEQRA) finds that he proposed action is a Type II Action under SEQRA, 6 NYCRR § 617.5(c)(16), and that no further environmental review is required for the lot line adjustment; and

WHEREAS, the Village's Form-Based Code does not require a public hearing to act on an application for a lot line adjustment;

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of the Village of Stillwater, that the application of 19 Colonial LLC for a Lot Line Adjustment of lands known at 19 Colonial Road owned by Road Joseph F. Fondano (SBL#243.75-1-2) and 21 Colonial Road owned by Philameno A. Sabatino (SBL#243.76-1-20), is hereby GRANTED; and be it further

RESOLVED, that the applicant must send to the Village Clerk a copy of the new deed confirming the transfer of the lands from Joseph F. Fondano (SBL#243.75-1-2) to Philip and Philameno A. Sabatino (SBL#243.76-1-20); and be it further

RESOLVED, that the applicant must file the approved subdivision map, with all required annotations (a copy of which is annexed hereto), with Saratoga County within 62 days of endorsement by the Village of Stillwater, or the action by this Board shall become null and void.

The Village Board Members present were:

| Voting: | Yes | No | Abstain | Absent |
|------------------------|------------|-----------|----------------|---------------|
| Trustee Basile | _____ | _____ | _____ | _X_ |
| Trustee DeMarco | _X_ | _____ | _____ | _____ |
| Trustee Patrick Nelson | _X_ | _____ | _____ | _____ |
| Trustee Wood-Zeno | _X_ | _____ | _____ | _____ |
| Mayor Wood-Shaw | _X_ | _____ | _____ | _____ |

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OLD BUSINESS

RESOLUTION

**BOARD OF TRUSTEES
VILLAGE OF STILLWATER
December 17, 2019**

**Resolution SEQRA Lead Agency Designation
Local Law No. 1 of 2020 - Amendment of Aquifer Protection Law**

Motion By: Trustee Zeno
Seconded By: Trustee DeMarco

WHEREAS, the Village is considering amending Article D, Section 1 of Local Law No. 1 of the year 1999 entitled the "Village of Stillwater Aquifer Protection Law", and specifically the regulation of septic systems under said local law; and

WHEREAS, a copy of the proposed local law amendment entitled "Local Law No. 1 of the year 2020 amending Local Law No. 1 of the year 1999" is attached to this resolution; and

WHEREAS, the proposed action is Unlisted action pursuant to the New York State Environmental Quality Review Act (SEQRA) 6 NYCRR Part 617.4; and

WHEREAS, the Board of Trustees of the Village of Stillwater has prepared a Full Environmental Assessment Form (EAF); and

WHEREAS, the Board of Trustees of the Village Stillwater desires to appoint itself as lead agency under SEQRA; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Stillwater hereby declares its intent to designate itself as the Lead Agency pursuant to the State Environmental Quality Review Act (SEQRA), 6 NYCRR § 617.6, for the review and evaluation of the proposed Local Law No .1 of the year 2020; and

BE IT FURTHER RESOLVED, that the Board shall conduct a public hearing on the proposed local law on January 21, 2020 at 7:00 PM and directs that the Village Clerk publish notice thereof.

The Village Board Members present were:

| Voting: | Yes | No | Abstain | Absent |
|-------------------|---------------|---------------|----------------|---------------|
| Trustee Basile | <u> </u> | <u> </u> | <u> </u> | <u> X </u> |
| Trustee DeMarco | <u> X </u> | <u> </u> | <u> </u> | <u> </u> |
| Trustee Nelson | <u> X </u> | <u> </u> | <u> </u> | <u> </u> |
| Trustee Wood-Zeno | <u> X </u> | <u> </u> | <u> </u> | <u> </u> |
| Mayor Wood-Shaw | <u> X </u> | <u> </u> | <u> </u> | <u> </u> |

I, Sheristin Tedesco, Village Clerk, do hereby verify that the foregoing is a true copy of a Resolution adopted by the Board of Trustees of the Village of Stillwater, Saratoga County, New York on December 17, 2019.

MOTION to approve the audit claims for the month made by Trustee Nelson, seconded by Trustee Zeno
Motion carried 3-0

MOTION to approve the Treasurer’s report made by Trustee Zeno, seconded by Trustee DeMarco
Motion carried 3-0

MOTION to approve the minutes from Regular Meeting dated 11/19/2019 made by Trustee DeMarco, seconded by Trustee Nelson
Motion carried 3-0

MOTION to adjourn made by Trustee DeMarco, seconded by Trustee Zeno
Motion carried 3-0

Meeting adjourned 8:10 PM

Respectfully submitted,

Sheristin Tedesco
Clerk/Treasurer