

REGULAR MEETING-BOARD OF TRUSTEES-DECEMBER 16, 2003-7:00 P.M.

**PRESENT: ERNEST W. MARTIN, MAYOR; TRUSTEES – JOHN MURPHY, MARTIN RICCARDI, RAYMOND WALKER
ABSENT: TRUSTEE, MICHAEL HANEHAN**

ALSO PRESENT: ATTORNEY, WILLIAM F. REYNOLDS; BUILDING CODE OFFICER, KENNETH PATENAUDE; FIRE CHIEF, JEFF MAHAR, ASSISTANT CHIEF, SHANE MAHAR; COUNCILWOMAN, JOANN WINCHELL

Mayor Martin called the meeting to order at 7:00 P.M.

CORRESPONDENCE

Mayor Martin read correspondence from the Stillwater Area Community Center advising that the Annual Meeting will be held Monday, December 29th. It also listed the series of events to be held for the upcoming holidays.

The Clerk read a letter from Rose Kotecki of J&R Cerone Ltd. Requesting a refund of the \$50.00 building permit fee she submitted for a lot on Russell Drive. She advised that the lot is unbuildable and has been deeded back to the original owner.

MOTION to refund the \$50.00 building permit fee to J&R Cerone Ltd. made by Trustee Murphy, seconded by Trustee Walker.
Motion carried 3-0

Clerk read information received from the insurance carrier relevant to supplemental spousal liability coverage.

BUILDING CODE OFFICER – Kenneth Patenaude

Mr. Patenaude has conducted several inspections, included in written report. He has received several calls with concerns regarding the Lake Street Drainage Project from residents of the area.

FIRE CHIEF – Shane Mahar for Jeff Mahar

Annual Report has been distributed to Board. Mayor commended them for their dedication and great work.

MOTION to approve two new members for the fire department Andrew Walts and Ryan Smith made by Trustee Walker, seconded by Trustee Murphy.

Discussion: It was decided that Andrew Walts would not drive equipment until a discussion with the Chief can be held.

Motion carried 3-0

Shane Mahar reviewed the Annual Report noting that the highest number of calls was to assist the Stillwater Rescue Squad.

MOTION to approve the 2004 Fire Department Officers as follows:

President: Tracey Cancilla	Vice President: Leonard Ashley
Secretary: Amy VanArnum	Treasurer: Bill Mehan
Trustees: Joe Fitzpatrick & Jack Bushell	
Steward: Chris Cancilla	
Chief: Jeff Mahar	1 st Assist Chief: Shane Mahar
2 nd Assist Chief: Jeri Mehan	
Captains: Kevin Pratt & Paul O’Kosky, II	
Lieutenants: Tony Conti & Chris Cancilla	

Made by Trustee Walker, seconded by Trustee Riccardi.

Motion carried 3-0

There is some type of leak in the upstairs restroom, leaking into the back engine bay. Boat bay door opener is installed.

MOTION to retain Joe Fitzpatrick to service the firetrucks at a cost of \$10.00 per hour not to exceed 20 hours made by Trustee Murphy, seconded by Trustee Walker.

Discussion was held regarding the location to do the work, Mayor would like all work done on village property.

Motion carried 3-0

COMMITTEE REPORTS

Trustee Raymond Walker – Trustee Walker presented a rough draft of the comprehensive plan, would like trustees to review draft and be prepared to offer comments at next meeting. Trustee Walker is hoping to form a committee before the next meeting, looking for volunteers.

Trustee John Murphy – Supt. Rathbun advised that Rose Kotecki has connected to Village water via the meter pit that was installed for Joe Zecca. She has a contract for this service and paid the deposit required but she refused to pay the connection fees to date. Will discuss with Supt. when he returns. Spoke to Ken Retundo, Provident Development Group regarding Stillwater Landing Project, engineer has corresponded with them and the school has also expressed concerns. They are working on response. Bruce Ringrose has corresponded with the Dept. Of Health regarding the recommendations they made for the water treatment facility. The water committee will be meeting to determine next phase of upgrades to be completed. Housing rehab is nearly 50% expended.

Trustee Martin Riccardi – Trustee Riccardi explained the extent of work completed and the next phase do be done. He questioned who would be restoring property to original state. He is quite concerned that private property is being used as a staging area. Discussion was held regarding this project.

SUPT. OF PUBLIC WORKS – Randy Rathbun

Mr. Rathbun was unable to attend, Clerk read his report, copy on file.

ATTORNEY – William F. Reynolds

Attorney Reynolds advised the Village might want to add supplemental spousal liability coverage if employees are bringing their spouses to work with them.

Discussion was held about this issue, it was decided to have Mayor speak to employees advising this is not allowed.

CLERK-TREASURER – Margo L. Partak

Clerk-Treasurer advised that she had to return a water/sewer payment for penalty. A friend of the property owner came in requesting this late fee be waived, the owner is seriously ill and does not know why it was postmarked so late as the check was written before the deadline. After considerable discussion it was decided to show compassion in the one case and waive the late fee.

MOTION to waive the late fee for account 590042 made by Trustee Murphy, seconded by Trustee Walker.

Motion carried 3-0

Treasurer advised that it was necessary to secure a Statutory Installment Bond with Ballston Spa National Bank in the amount of \$160,000 for 10 years at a 4.68% interest rate. The BAN could no longer be renewed.

Treasurer advised we have a significant shortfall for personal service for the DPW, this is caused by extra help working on Colonial Road and servicing the equipment. Need to amend the budget increasing street maintenance, personal service \$16,000 using unexpended fund balance from last year.

MOTION authorizing Clerk-Treasurer to amend the General Fund Budget increase appropriation 5110.1A (Street Maintenance, Personal Service) \$16,000.00 using unappropriated fund balance made by Trustee Murphy, seconded by Trustee Riccardi.

Motion carried 3-0

MOTION authorizing Clerk-Treasurer to transfer \$4,355.00 from 1990.4A (contingent) to \$2,785.00 5112.2A (CHIPS) and \$1,570.00 5132.1A (garage, personal service) made by Trustee Murphy, seconded by Trustee Riccardi.

Motion carried 3-0

MOTION authorizing Clerk-Treasurer to amend the General Fund Budget increasing estimated revenue 3005A (mortgage tax) and appropriation 5110.4A (street maintenance contractual) \$1,000.00 made by Trustee Murphy, seconded by Trustee Walker.

Motion carried 3-0

MOTION authorizing Clerk-Treasurer to amend the Sewer Fund Budget increasing appropriation 8130.412G (sewage treatment & disposal, chemicals) \$1,500.00 using unappropriated fund balance made by Trustee Murphy, seconded by Trustee Walker.

Motion carried 3-0

Clerk-Treasurer advised there is a need to appropriate money for the Lake Street Project. The mitigation grant amount is \$76,220; \$57,165 will be the Federal Share, and the Village Share was to be \$19,055. The bid amount is \$68,055.015 and we have a contract with Fraser not to exceed \$23,020.00 for a total of \$91,075 this does not include any work to be done by the village to complete the project.

MOTION to amend the General Fund Budget adding estimated revenue 4989A (federal aid, other home and community services) \$57,165 and 5031A (interfund transfer) \$20,000 for surplus money received from County of Saratoga in a prior year (deposited in Capital Fund) increasing appropriation 8540.4A (drainage) \$68,055 and 1440.4A (engineer, contractual) \$23,020 with \$13,910 from unappropriated fund balance made by Trustee Riccardi, seconded by Trustee Walker.

Motion carried 3-0

MOTION to amend the Capital Project budget using \$20,000 fund balance establishing 9901.2H (transfer to other funds, General) \$20,000 for Lake Street Project drainage work made by Trustee Riccardi, seconded by Trustee Walker.

Motion carried 3-0

Treasurer requested to issue biweekly payroll checks on Wednesday, December 31, 2003 due to holidays would be very difficult to process for Friday, January 2, 2004.

MOTION authorizing Treasurer to process biweekly payroll on Wednesday, December 31, 2003 instead of the regular date of Friday, January 2, 2004 made by Trustee Murphy, seconded by Trustee Walker.
Motion carried 3-0

MOTION to open the floor to the public and press made by Trustee Riccardi, seconded by Trustee Murphy.
Motion carried 3-0

No one from the public wished to speak.

MOTION to close the floor to the public and press made by Trustee Murphy, seconded by Trustee Walker.
Motion carried 3-0

NEW BUSINESS

Mayor Martin asked if the Board had received any comments regarding snow removal due to parked cars.

OLD BUSINESS

Bondi property, Mayor sent letter to Mrs. Bondi along with a copy of the proposed easement have received no response. To complete the Ferry Lane sewer project will need to have an easement. Discussion was held regarding the need for this easement.

Moratorium – Board would like to wait until Planning Committee can give some guidance.

Local Law to establish no parking on Palmer Street.

MOTION to act on tabled Local Law creating no parking on Palmer Street made by Trustee Murphy, seconded by Trustee Walker.
Discussion was held.

Roll call vote: Trustee Murphy – no
 Trustee Walker – no
 Trustee Riccardi – no
 Mayor Martin – yes

MOTION to approve the Treasurer Report as presented made by Trustee Riccardi, seconded by Trustee Murphy.
Motion carried 3-0

MOTION to approve the minutes from November 18, 2003 made by Trustee Murphy, seconded by Trustee Walker.
Motion carried 3-0

MOTION to approve the audited claims:

A	\$15,554.89
F	\$ 9,658.98
G	\$ 3,287.68

Made by Trustee Murphy, seconded by Trustee Walker.
Motion carried 3-0

MOTION to adjourn made by Trustee Walker, seconded by Trustee Murphy.
Motion carried 3-0

Meeting adjourned at 8:20 P.M.

Respectfully submitted,

Margo L. Partak
Clerk-Treasurer