

REGULAR MEETING -BOARD OF TRUSTEES- MARCH 18, 2025-6:15 P.M. – VILLAGE HALL- 662 HUDSON AVENUE, PRESENT: MAYOR – JUDY WOOD-ZENO, TRUSTEE DOROTHY DEMARCO, TRUSTEE PATRICK NELSON, TRUSTEE JEFF STEWART, TRUSTEE SUE CUNNINGHAM

**CLERK TREASURER – SHERISTIN TEDESCO
DEPT. OF PUBLIC WORKS: MATT RIFENBURGH
BUILDING CODE OFFICER/ FIRE BUREAU CHIEF: LAURENCE CASE
ATTORNEY: JAMES PELUSO
FIRE CHIEF: TONY CONTI
ENGINEER: ED HERNANDEZ - ABSENT**

Public Attendance - 3

The meeting began with The Pledge of Allegiance

MOTION to open the floor for the Public Hearing on the 2025-2026 budget made by Trustee Nelson, seconded by Trustee DeMarco
Motion carried 4-0

2025-2026 BUDGET NOTES @ \$4.15 Tax Rate

	<u>2025-2026</u>	<u>2024-2025</u>	<u>CHANGE</u>
TOTAL BUDGET	\$1,756,900	\$1,748,378	\$8,522.00
ASSESSED VALUATION	\$101,119,277	\$99,507,620	\$1,611,657
RAISED BY TAXES	\$419,645	\$407,981	\$11,664

MOTION to close the floor for the Public Hearing on the 2025-2026 Budget made by Trustee DeMarco, seconded by Trustee Nelson
Motion carried 4-0

CORRESPONDENCE – Thank you note received from the Rathbun family thanking the Village for the plant for the recent passing of former Mayor David Rathbun

FIRE DEPARTMENT CHIEF: (Report on file) There were 6 alarms and 3 training drills during the month.

The Fire Dept is currently looking at window replacement quotes.
The survey of the FD property has started.

DPW – (Report on file)

CODE ENFORCEMENT OFFICER / BUREAU OF FIRE SERVICES – (Reports on file)

Requested gas meters for monitoring of new appliances.

MOTION to approve the purchase of gas monitoring meters, not to exceed \$225.00, made by Trustee Stewart, seconded by Trustee Demarco
Motion carried 3-0

Wilton Floors building needs to be repaired. Someone drove into the only set of stairs for the second story access.

ENGINEERING – (Report on file)

MAYOR UPDATE:

It was decided a written policy for the Hometown Hero banners will be written.

Garage Sale weekend 5/17 & 5/18/2025

Family Day is 9/13/2025

MOTION to sponsor a band for Family Day, not to exceed \$600.00, made by Trustee Nelson, seconded by Trustee De Marco
Motion carried 4-0

The Village Hall Ribbon cutting will be April 26th at 10:00 AM

Winter Fun Day – vendors being gathered

The Village Connection –Meeting 4/14/25 at 10:00 AM to promote businesses and products

MOTION to authorize the Mayor to enter into a contract for best pricing and service for Village Hall panic buttons, made by Trustee DeMarco, seconded by Trustee Stewart
Motion carried 4-0

TRUSTEE UPDATES:

MOTION authorizing Trustee DeMarco to use \$500.00 from the budget line item beautification to purchase holiday lights and garland made by Trustee Stewart, seconded by Trustee Nelson
Motion carried 4-0

Trustee Nelson stated he is looking into microphones and equipment for the new Village Hall. It was determined he needs to acquire three (3) written quotes.

Mayor Wood Zeno will follow up with the Town of Stillwater regarding the Climate Smart Community requirements.

Ferry Lane gate access and tree removals were discussed.

**Voucher Totals by Account
3/18/2025**

“A” General Fund	\$ 61,963.45
“F” Water Fund	\$ 3,627.29
“G” Sewer Fund	\$ <u>7,985.56</u>
TOTAL	\$ 73,576.30

Treasurer’s Report – copy provided to all board members

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

The Constitutional Tax Limit Form for the Village of Stillwater, fiscal year ending 05/31/2025, has been Accepted by OSC.

NYSDOT CHIPS Reimbursement of \$107,412.55 received 3/13/2025 from paperwork I submitted 12/11/2025

MOTION to accept the Standard Work Day and Reporting Resolution for Elected and Appointed Officials for Trustee Cunningham and Trustee Stewart based on their Record of Activities made by Mayor Wood Zeno, seconded by Trustee Nelson
Motion carried 4-0

I have submitted the annual certified payroll for January 2025 to Saratoga County per section 100 of the NY State Civil Service Law.

MOTION to approve the budget adjustments as presented to the Board made by Trustee Cunningham, seconded by Trustee Nelson
Motion carried 4-0

Increase G.8130.404 Sewage Treatment/Disposal Equipment Repair by \$2,900.00 to cover a Roots Blower for sewer plant

Increase A.9050.800 Unemployment Insurance by \$3000.00 to cover payroll taxes

Increase A.1910.400 Unallocated Insurance by \$2,000.00 to cover FD Insurance

Increase G.8130.408 Sewage Treatment/Disposal by \$4,500.00 to cover county sewer costs.

Increase A.1620.402 Buildings/Telephones by \$1000.00 to cover phone lines for village and FD

MOTION to Open the Floor to the Public and Press made by Trustee Nelson, seconded by Trustee DeMarco
Motion carried 4-0

A comment was made regarding being dark from Dom’s to Lansing Road. It was agreed the street lights would be checked.

MOTION to close the floor to the public and press made by Trustee Nelson, seconded by Trustee Cunningham
 Motion carried 4-0

NEW BUSINESS

RESOLUTION

**VILLAGE BOARD OF TRUSTEES
 VILLAGE OF STILLWATER
 March 18, 2024
 Adoption of Budget for Fiscal Year 2025-2026**

Motion by: Trustee DeMarco
Seconded by: Trustee Cunningham

WHEREAS, the Board of Trustees of the Village of Stillwater, after due publication and notice, held a public hearing on March 18, 2025 on the Village’s tentative budget approved by the Board and filed with the Village Clerk for the fiscal year June 1, 2025 to May 31, 2026, at which time all persons interested in the subject thereof were duly heard, and the matter of the budget for such fiscal year having been duly discussed and considered, it is

NOW, THEREFORE RESOLVED, that said tentative budget, with Schedule of Salaries and Wages, is hereby adopted and established as the annual budget for the Village’s fiscal year 2025-2026; and that the Village Clerk shall prepare and certify said budget and enter the same into the minutes.

VOTE:	YES	NO	ABSENT
Trustee Cunningham	<u> X </u>	<u> </u>	<u> </u>
Trustee Nelson	<u> </u>	<u> X </u>	<u> </u>
Trustee DeMarco	<u> X </u>	<u> </u>	<u> </u>
Trustee Stewart	<u> X </u>	<u> </u>	<u> </u>
Mayor Wood-Zeno	<u> X </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 March 18, 2025.

RESOLUTION

**VILLAGE BOARD OF TRUSTEES
 VILLAGE OF STILLWATER
 March 18, 2025**

Village Fee Schedule

Motion By: Trustee Nelson
 Seconded By: Mayor Wood Zeno

WHEREAS, the Board of Trustees desires to amend the Village Fee Schedule.

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the Village of Stillwater hereby amends and adopts the attached Fee Schedule effective immediately.

Voting:	Yes	No	Abstain	Absent
Trustee Cunningham	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Trustee DeMarco	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Trustee Nelson	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Trustee Stewart	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Mayor Wood-Zeno	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

The foregoing resolution was duly adopted at a meeting of the Board of Trustees of the Village of Stillwater duly conducted on March 18, 2025.

RESOLUTION

**VILLAGE BOARD OF TRUSTEES
VILLAGE OF STILLWATER
March 18, 2025
Sewer Plant Emergency Repairs**

Motion by: Trustee Nelson
Seconded by: Trustee Cunningham

WHEREAS, certain equipment at the Village’s sewer plant on Rundel Lane requires immediate repair and replacement, including replacement of two prep tanks; and

WHEREAS, the Village estimates that the project will cost approximately \$375,000; and

WHEREAS, after review and consultation with the Village’s Engineer, the Board of Trustees has determined that there is an emergency need to replace the two prep tanks in order to ensure the continuous operation of the sewer plant for the protection of the life, health, and safety of the public and environment, which action cannot await competitive bidding for public work contracts pursuant to General Municipal Law Section 103; and

WHEREAS, this project is a Type II Action for the purposes of SEQRA pursuant to 6 NYCRR617.5(c)(1), which entails maintenance or repair involving no substantial changes in an existing structure or facility;

NOW THEREFOR BE IT RESOLVED:

1. The Board of Trustees for the Village of Stillwater hereby determines that the repair and replacement of the prep tanks at the Village sewer plant is an emergency action necessary to protect public life, health and safety, and therefore is not subject to competitive bidding pursuant to General Municipal Law Section 103; and
2. The project is determined not to have a significant impact on the environment and is not subject to further review under SEQRA; and
3. This resolution shall take effect immediately.

VOTE:	YES	NO	ABSENT
Trustee Cunningham	<u> X </u>	_____	_____
Trustee Nelson	<u> X </u>	_____	_____
Trustee DeMarco	<u> X </u>	_____	_____
Trustee Stewart	<u> X </u>	_____	_____
Mayor Wood-Zeno	<u> X </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 March 18, 2025.

RESOLUTION

**VILLAGE BOARD OF TRUSTEES
VILLAGE OF STILLWATER
March 18, 2025**

**EXTRACT OF MINUTES OF MEETING OF THE VILLAGE BOARD
ADOPTING BOND RESOLUTION**

At a meeting of the Board of Trustees of the Village of Stillwater, in the County of Saratoga, in the State of New York on the 18th day of March, 2025:

Present: Trustee Cunningham, Trustee De Marco, Trustee Nelson, Trustee Stewart,
Mayor Wood Zeno

Absent: None

_____ Trustee Nelson _____ presented the following resolution and moved that it be adopted:

BOND RESOLUTION DATED MARCH 18, 2025 OF THE BOARD OF TRUSTEES OF THE VILLAGE OF STILLWATER AUTHORIZING NOT TO EXCEED \$400,000 AGGREGATE PRINCIPAL AMOUNT OF SERIAL GENERAL OBLIGATION BONDS TO FINANCE INSTALLATION OF UPGRADES AND IMPROVEMENTS TO THE WASTEWATER TREATMENT PLANT AT AN ESTIMATED MAXIMUM COST OF \$400,000, THE EXPENDITURE OF SUCH SUM FOR SUCH PURPOSE, LEVY OF TAX IN ANNUAL INSTALLMENTS IN PAYMENT THEREOF, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, pursuant to Article 8 of the Environmental Conservation Law, Chapter 43-B of the Consolidated Laws of New York, as amended (the "SEQR Act") and the regulations (the "Regulations") adopted pursuant thereto by the Department of Environmental Conservation of the State of New York (collectively with the SEQR Act, "SEQRA"), the Board of Trustees (the "Village Board") of the Village of Stillwater (the "Village") must determine the potential environmental significance of the Purpose (as herein defined);

NOW THEREFORE BE IT RESOLVED, by the Village Board (by the favorable vote of **not less than two-thirds** of all of the members of the Board) as follows:

Section 1. Pursuant to SEQRA, the Village Board hereby finds and determines that:

(A) Pursuant to Section 617.5(c)(1) of the Regulations, the Purpose is a "Type II action" (as said quoted term is defined in the Regulations); and

(B) No environmental impact statement or any other determination or procedure is required under the Regulations with respect to the Purpose.

Section 2. The Village shall install upgrades and improvements to the wastewater treatment plant, at a maximum cost of \$400,000, as more particularly described in Section 4 hereof.

Section 3. The Village is hereby authorized to issue its serial general obligation bonds (the "Bonds") in the aggregate principal amount of not to exceed \$400,000 pursuant to the Local Finance Law of New York, in order to finance the class of objects or purposes described herein.

Section 4. The class of objects or purposes to be financed pursuant to this Resolution is the installation of upgrades and improvements to the wastewater treatment plant (the "Purpose").

Section 5. It is hereby determined and declared that (a) the maximum cost of said Purpose, as estimated by the Village Board, is \$400,000, (b) no money has heretofore been authorized to be applied to the payment of the cost of said Purpose, and (c) the Village plans to finance the costs of said Purpose entirely from funds raised by the issuance of the Bonds, bond anticipation notes herein after referred to.

Section 6. It is hereby determined that the Purpose is one of the class of objects or purposes described in Paragraph 4 of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of the Purpose is thirty (30) years. The proposed maturity of the Bonds authorized herein will be in excess of five (5) years. The Bonds are being issued to finance capital improvement or equipment, the cost of which is chargeable primarily to benefited real property, and therefor, pursuant to paragraph a(1) of Section 36 of the Local Finance Law is **not** subject to a permissive referendum.

Section 7. Subject to the provisions of the Local Finance Law, the power to further authorize the issuance of the Bonds and to authorize the issuance of bond anticipation notes issued in anticipation of the sale of the Bonds (including renewals thereof) and to prescribe the terms, form and contents of the Bonds and bond anticipation notes, including the consolidation with other issues, and to sell and deliver the Bonds and bond anticipation notes, is hereby delegated to the Treasurer of the Village, the chief fiscal officer. The Treasurer is hereby authorized to sign and the Village Clerk is hereby authorized to attest any Bonds and bond anticipation notes issued pursuant to this Resolution, and the Village Clerk is hereby authorized to affix to such Bonds and bond anticipation notes the corporate seal of the Village.

Section 8. The faith and credit of the Village are hereby irrevocably pledged for the payment of the principal of and interest on such Bonds and bond anticipation notes as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. There shall be levied annually on all taxable real property in the Village, a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable, to the extent the necessary funds are not provided from other sources.

Section 9. This Resolution shall constitute the declaration of the Village’s “official intent” to reimburse expenditures authorized by Section 1 with proceeds of the Bonds and notes, as required by United States Treasury Regulation Section 1.150-2.

Section 10. This Resolution, or a summary hereof, shall be published by the Village Clerk together with a notice in substantially the form prescribed by Section 81.00 of said Local Finance Law, and such publication shall be in the official newspapers of the Village. The validity of the Bonds or of any bond anticipation notes issued in anticipation of the sale of the Bonds may be contested only if such obligations are authorized for an object or purpose for which the Village is not authorized to expend money, or the provisions of law which should be complied with at the date of publication of this Resolution, or summary thereof, are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

Section 11. The firm Barclay Damon LLP is hereby appointed to serve as Bond Counsel to the Village in connection with the Bonds and notes herein authorized.

Section 12. This Resolution shall take effect immediately.

The Motion having been duly seconded by Trustee Cunningham, it was adopted and the following votes were cast:

VOTE:	YES	NO	ABSENT
Trustee Cunningham	<u> X </u>	<u> </u>	<u> </u>
Trustee Nelson	<u> X </u>	<u> </u>	<u> </u>
Trustee DeMarco	<u> X </u>	<u> </u>	<u> </u>
Trustee Stewart	<u> X </u>	<u> </u>	<u> </u>
Mayor Wood-Zeno	<u> X </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 March 18, 2025.

MOTION for a Change of Occupancy from B to R2 for 734 Hudson Ave, per application presented to the Board, made by Trustee Cunningham, seconded by Trustee Nelson
Motion carried 4-0

MOTION to provide a grant of Authority for the Chief of the Bureau of Fire Services, paragraph 3 of the Financial Policy (Purchase Authorization – Grant of Authority), not to exceed \$2000.00, made by Trustee Nelson, seconded by Trustee Stewart
Motion carried 4-0

OLD BUSINESS

MOTION to approve the audit claims for the month made by Trustee Cunningham, seconded by Trustee Nelson
Motion carried 4-0

MOTION to approve the Treasurer’s Report made by Trustee Nelson, seconded by Trustee Cunningham
Motion carried 4-0

MOTION to approve the minutes from Regular Meeting dated 2/18/2025 made by Trustee Cunningham, seconded by Trustee DeMarco
Motion carried 4-0,

MOTION to adjourn to executive session at 7:41 PM to consult with the Village Attorney on legal matters made by Trustee Nelson, seconded by Trustee Cunningham
Motion carried 4-0.

MOTION to settle a claim involving repair costs of Village employee’s vehicle damaged during Village business made by Trustee Stewart, seconded by Trustee Cunningham
Motion carried 4-0

MOTION to exit executive session at 7:57 PM to consult with the Village Attorney on legal matters made by Trustee DeMarco, seconded by Trustee Stewart
Motion carried 4-0

MOTION to adjourn at 7:58 PM made by Trustee DeMarco, seconded by Trustee Stewart
Motion carried 4-0

Respectfully submitted,

Sheristin Tedesco
Clerk/Treasurer