

REGULAR MEETING -BOARD OF TRUSTEES- APRIL 15, 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
DEPUTY CLERK – CYNTHIA COWIN
DEPT. OF PUBLIC WORKS: MATT RIFENBURGH
BUILDING CODE OFFICER/ FIRE BUREAU CHIEF: LAURENCE CASE
ATTORNEY: JAMES PELUSO
FIRE CHIEF: TONY CONTI
ENGINEER: ED HERNANDEZ

Public Attendance - 5

The meeting began with The Pledge of Allegiance

CORRESPONDENCE –

Thank you note received from Barbara Ponzillo thanking the Village staff for the wonderful retirement send off.

Letter received from resident Eugene Coogan, 59 Major Dickinson, regarding his water bill.

FIRE DEPARTMENT CHIEF: (Report on file) There were 2 alarms and 4 training drills during the month.

Mayor Wood Zeno questioned where the two golf carts are and requested we get them in working condition.

Sara Kipp is working on grants for the FD windows. There will be a cornhole tournament on 5/31/25.

DPW – (Report on file)

CODE ENFORCEMENT OFFICER / BUREAU OF FIRE SERVICES – Laurence Case reported the State report was submitted on time.

ENGINEERING – (Report on file)

MAYOR UPDATE:

MOTION to purchase a kiosk for Revolution Park, not to exceed \$975.00, made by Trustee Nelson, seconded by Trustee Cunningham
Motion carried 4-0

The Mayor went to every business and invited them to a meeting for “The Village Connection”. The turnout was not successful and she stated she will try again.

A proposed pier for fishing at Revolution Park was discussed and the Board agreed to think it over.

TRUSTEE UPDATES:

Trustee Nelson stated the Climate Smart Community will be having a meeting in May. He is waiting on one more quote for the village hall microphone system. He is working on the EV reimbursement program.

Voucher Totals by Account 4/15/2025	
“A” General Fund	\$ 41,285.67
“F” Water Fund	\$ 45,899.93
“G” Sewer Fund	<u>\$ 8,115.25</u>
TOTAL	\$ 95,300.85

Treasurer’s Report – copy provided to all board members

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

Water Billing for April 1, 20245

Grand Total \$261,228.90, of which 14% is collected to date

Inside Users

Water \$92,739.70

Sewer \$73,673.82

Debt Service \$49,469.76

Total \$215,883.28

Outside Users, District 5, Saratoga Hills

Water \$39,164.72

Sewer \$4802.36

Debt \$1378.54

Total \$45,345.62

I submitted the annual report for the ARPA Funds on 4/10/2025

The Annual Financial Report (AFR) was accepted by the Office of the State Comptroller on 3/31/2025.

The have also applied a “no designation” for both the fiscal stress and environmental stress scores for the Village of Stillwater again this year. (This is the best possible score).

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

Increase A.3410.400 Fire Department Contractual by \$4000.00 to cover FD survey approved by VB 2/10/2025

Increase A.5142.400 Snow Removal Contractual by \$1500.00 to cover road salt

Increase A.5132.404 Garage Equipment Repair by \$4000.00 to cover tires and maintenance on mowers

Increase A.1490.400 Public Works Admin. Contractual by \$500.00 to cover advertising for DPW employee on Indeed

Increase A.1670.400 Central Printing/Mailing Contractual by \$1000.00 to cover envelopes with stamps for mailing June 1 tax bills

Increase A.1680.400 Central Data Processing Contractual by \$10000.00 to cover annual software license for KVS (Accounting, General Ledger and Budgeting Software) previously used budget line for item for move to new building and set up, virus software, new phones

Increase F.8320.210 Source SUP, SCWA Water Purchases by \$5500.00 to cover Qtr 1 SCWA Invoice

Increase A.1920.400 Municipal Association Dues by \$100 to cover annual dues to the Capital Region Chamber

Increase A.1680.400 Central Data Processing Contractual by \$2900.00 to cover annual software license, maintenance and support for CATALIS (Water Software)

Increase G.5710 Serial Bonds by \$400000.00 to record the loan from BSNB for emergency sewer repairs

Increase G.9950 Transfer to Capital Projects Fund by \$400000.00 to record the loan from BSNB for emergency sewer repairs.

Increase A.1620.404 Buildings Equipment Repair by \$2000.00 to cover the panic alarm system and monitoring for 662 Hudson Ave.

Increase A.1210.400 Mayor Contractual by \$200.00 to cover ink and supplies

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

Eugene Coogan, 59 Major Dickinson questioned his water bill. He had an estimate in the last cycle and a minimum this cycle. The water regulations were reviewed and the Village Board stated there were not any changes to be made. It was suggested he call or email the clerk with his water reading the second week of September and March to avoid estimates.

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

NEW BUSINESS

Representative Jason Singer attended the meeting for 805/807 Hudson Ave, (Fay Inovolaska). There was recently a stop work order/pulled building permit because she was building outside the specified scope of the approved permit. The Village Board stressed to Mr. Signer to relay to Ms. Inovolaska that if there are any other issues from here forward then fines with be involved. This project started as a “she Shed” and has expanded without proper permissions.

MOTION to approve the site plan application for the four-foot roof height difference for 805/807 Hudson Ave made by Mayor Wood Zeno, seconded by Trustee DeMarco
Motion carried 4-0

MOTION for a Change of Occupancy from B to R for 915 Hudson Ave, per application presented to the Board, made by Trustee Nelson, seconded by Trustee Stewart
Motion carried 4-0

RESOLUTION

**VILLAGE BOARD OF TRUSTEES
VILLAGE OF STILLWATER
April 15, 2025**

Appointing Village Historian

Motion By: Trustee Cunningham
Seconded By: Trustee Nelson

WHEREAS, the Board of Trustees desires to appoint Sara Kipp as the Village Historian for the remainder of the 2025 calendar year.

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the Village of Stillwater hereby appoints Sara Kipp as Village Historian effective June 1, 2025 to serve for the remainder of the 2025 calendar year. Said position shall be part-time, on a salary basis of \$2,400 per year, and a standard workday of 6 days per month which shall be reported to the NYS Local Employees Retirement System.

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 April 15, 2025.

OLD BUSINESS

RESOLUTION

**VILLAGE BOARD OF TRUSTEES
VILLAGE OF STILLWATER
April 15, 2025**

Approving Purchase of Fire Department Equipment

Motion By: Trustee Stewart
Seconded By: Trustee DeMarco

WHEREAS, the Board of Trustees desires approve the purchase of certain fire department equipment from Municipal Emergency Services. The purchase is exempt from competitive bidding under General Municipal Law Section 103 as an approved State contract through the New York State Office of General Services.

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the Village of Stillwater hereby approves the purchase of twenty-three sets of Turnout Gear from Municipal Emergency Services (“MES”) on State contract through the Office of General Services in the total amount of \$106,500.00, with the amount financed to be \$ 56,500.00 over a term of 1 year at an interest rate of 6.89 pursuant to the attached MES proposal dated April 14, 2025.

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> </u>	<u> </u>	<u> X </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 April 15, 2025.

MOTION to approve the Hometown Hero Banner Policy, with changes, made by Trustee Nelson, seconded by Trustee DeMarco
Motion carried 4-0

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

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

MOTION to approve the minutes from Regular Meeting dated 3/18/2025 made by Trustee DeMarco, seconded by Trustee Cunningham
Motion carried 4-0,

MOTION to adjourn to executive session at 7:40 PM to consult with the Village Attorney on proposed, pending, or current litigation related to a property dispute made by Trustee Cunningham, seconded by Trustee Nelson
Motion carried 4-0.

MOTION to exit executive session at 7:50 PM to consult with the Village Attorney on proposed, pending, or current litigation related to a property dispute made by Trustee Cunningham, seconded by Trustee Nelson
Motion carried 4-0

MOTION to adjourn at 7:59 PM made by Trustee Nelson, seconded by Trustee Cunningham
Motion carried 4-0

Respectfully submitted,

Sheristin Tedesco
Clerk/Treasurer