

# TOWN OF WILTON

22 TRAVER ROAD

WILTON, NEW YORK

PHONE: 518-587-1939

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Susan Baldwin, Town Clerk

## **REGULAR TOWN BOARD MEETING**

Supervisor Sturm welcomed everyone and called the meeting to order at 7:00 p.m.

### **Pledge of Allegiance**

### **Roll Call**

Roll Call by the Town Clerk showed the following board members present:

Toni Sturm-Supervisor

Connor Rohan-Councilman

Joe Keneally-Councilman

Erinn Kolligian-Councilwoman

Ray O'Conor-Councilman

Also present was Ryan K. Riper, P. E., Director of Planning and Engineering, Maria Moran, CPA, Comptroller and Mark Schachner, Town Counsel.

### **Public Comment**

Rose Germond of 7 Sarro Lane said she wanted to get the demolition of her property delayed so she can remove her belonging from the house. She said she would then sell the property and get out of there. Supervisor Sturm said this is something that has been ongoing for a very long time. Mr. Germond said she has been trying to deal with it but is also dealing with serious health problems at the same time. Supervisor Sturm said they should meet separately with the Building Inspector and we can defer the actions we were going to take today. Supervisor Sturm said she has wanted to meet with Ms. Germond because it is a lot to have your house demolished.

### **Organizational Resolutions 1-65**

**RESOLUTION #1:** **REGULAR MEETINGS-RESOLVED**, pursuant to Town Law §62 that all regular meetings of the Wilton Town Board shall be held at the Wilton Town Hall, 22 Traver Road on the first (1st) Thursday of each month beginning at 7:00 p.m., excepting additional meetings will be scheduled as deemed necessary by the Town Board. Additionally, pursuant to Executive Orders established by the Governor of the State of New York which continue the temporary suspension and modification of laws relating to disaster emergency, in-person meetings and in-person public hearings may be conducted via a virtual platform, for example, Zoom.

**RESOLUTION #2:** **CONDUCT OF MEETINGS-RESOLVED**, pursuant to Town Law §63, that "Robert's Rules of Order" shall prevail as the source of clarification for any

questions as to Parliamentary Procedure.

**RESOLUTION #3:** **PLEDGE OF ALLEGIANCE-RESOLVED**, pursuant to Resolution #67 adopted January 3, 1991 that all official town meetings shall be opened by reciting the Pledge of Allegiance to the Flag.

**RESOLUTION #4:** **COMMITTEES-RESOLVED**, pursuant to Town Law §63, that the Supervisor shall appoint committees of Town Board members and others to aid the full Board.

**RESOLUTION #5:** **OFFICIAL NEWSPAPER-RESOLVED**, pursuant to Town Law §64 (11), to designate The Saratogian as the Official Newspaper of the Town of Wilton.

**RESOLUTION #6:** **EMPLOYEE BENEFITS-RESOLVED**, to provide employee benefits to all General Fund and Highway Fund employees as outlined in the Town's Personnel Policies under separate cover.

**RESOLUTION #7:** **EMPLOYEE SALARIES-RESOLVED**, to pay Town employees according to the 2026 pay rate schedule effective 1/1/26-12/31/26 and to pay merit pay as per schedule, with a 50% lump sum payment during the month of January and 50% paid throughout the calendar year.

**RESOLUTION #8:** **STANDARD WORKDAY AND REPORTING-RESOLVED**, that the Town of Wilton hereby establishes the following as standard workdays 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 record of activities maintained and submitted by these officials to the clerk of this body:

Elected Officials					
Title	Name	Standard Work Day (Hrs/day)	Term Begins/Ends	Employer Record of Time worked (Y/N)	Days/Month (based on sample Record of Activities)
Supervisor	Toni Sturm	6	01/01/2026-12/31/2026	No	
Councilman	Joseph Keneally	6	01/01/2026-12/31/2028	No	
Councilman	Connor Rohan	6	01/01/2026-12/31/2028	No	N/A

Councilwoman	Erinn Kolligian	6	01/01/2024-12/31/2027	No	1.0
Councilman	Raymond O’Conor	6	01/01/2024-12/31/2027	No	
Town Clerk	Susan Baldwin	7	01/01/2024-12/31/2027	No	22.53
Town Justice	David Towne	6	01/01/2024-12/31/2027	No	N/A
Town Justice	Chad Jerome	6	01/01/2025-12/31/2028	No	5.17
Highway Superintendent	Michael Monroe	8	01/01/2024-12/31/2027	No	25.79
<b>Appointed Officials</b>					
Comptroller	Maria Moran	7	01/01/2026-12/31/2027	Yes	20
Engineer	Ryan Riper	7	01/01/2026-12/31/2027	Yes	20
Assessor	Nicole Monroe	7	10/03/2025-09/31/2031	Yes	20

**RESOLUTION #9:**        **REIMBURSEMENT FOR TRAVEL-RESOLVED**, to establish the rate of reimbursement for travel on town business at the prevailing annual rate established by the Internal Revenue Service.

**RESOLUTION #10:**    **HOLIDAYS (PAID)-RESOLVED**, pursuant to Gen Mun Law §90 and §92, that the following dates be designated as paid holidays for all full-time employees and all town offices shall be closed in observance of these holidays:

- January 1, 2026 (Thursday)        New Year's Day
- January 19, 2026                (Monday)        Martin Luther King Day
- February 16, 2026               (Monday)        Washington's Birthday
- May 25, 2026                    (Monday)        Memorial Day
- June 19, 2026                    (Friday) Juneteenth
- July 3, 2026                      (Friday) Independence Day
- September 7, 2026               (Monday)        Labor Day
- October 12, 2026                (Monday)        Columbus Day
- November 11, 2026               (Wednesday) Veterans Day
- November 26, 2026               (Thursday) Thanksgiving Day
- November 27, 2026               (Friday) Post Thanksgiving Day
- December 25, 2026               (Friday) Christmas Day

**RESOLUTION #11:**    **PETTY CASH-RESOLVED**, pursuant to Town Law §64(1a)

To allocate the following amounts of Petty Cash to the department heads indicated:

Comptroller	100
Town Clerk	200
Town Justices (2) (\$50 each)	100
Planning Board Secretary	50
Zoning Board Clerk	25
Tax Collector	150
Spray Park & Jr. NBA	200 (in season)
Dog Control Officer	<u>50</u>

TOTAL PETTY CASH ALLOCATED \$875

**RESOLUTION #12:**

**CELLULAR PHONES-RESOLVED**, that the following employees are authorized to use cellular telephones. Amendment to policy on May 5, 2011 would give employees two options:

1. Employee would use their own cell phone and get a flat reimbursement rate of \$30 per month for phone only or \$65 per month for phone/data.

Toni Sturm, Supervisor  
 Connor Rohan, Councilman  
 Joseph Keneally, Councilman  
 Susan Baldwin, Town Clerk  
 Ryan Riper, Town Engineer  
 Roberta Corrigan, Senior Center Director  
 Scott Harrington, Buildings and Grounds Maintenance Supervisor  
 Marcus Hart, Building Inspector  
 Michael Monroe, Highway Superintendent  
 Frank Holden, Deputy Highway Superintendent  
 Jason Brueckner, Highway  
 Maria Moran, Comptroller  
 Justine Oliveto, Highway Clerk  
 David Towne, Town Justice  
 Chad Jerome, Town Justice  
 John Herlihy, Senior Building Inspector, Fire Marshall  
 Roy Vanderbogat, Buildings and Grounds Maintenance  
 Nicole Monroe, Assessor

Lisa Muller, Bookkeeper

- 2. To continue the same way it is now, where they chose not to take a flat reimbursement rate and continue to use the Town’s cell phones.

Dog Control Officers  
 John King, Park Maintenance Supervisor  
 Assistant Recreation Director  
 Recreation Leader  
 (2) After School Care, Recreation Department  
 (2) Recreation Maintenance

**RESOLUTION #13:**      **HIGHWAY DEPARTMENT (4-TON ROAD LIMIT)-RESOLVED**, to post all town roadways at a 4-ton road limit until further notice.

**RESOLUTION #14:**      **HIGHWAY SUPERINTENDENT SPENDING (TOWN ROADWAYS)-RESOLVED**, pursuant to Hwy Law §284, that the Town Board and the Town Highway Superintendent shall enter into an Agreement for the Expenditure of Highway Funds for the repair and improvement of town highways

**AND, BE IT RESOLVED**, that these funds shall be expended at such places and in such manner as may be agreed upon by the Town Board and the Town Highway Superintendent

**AND, BE IT FURTHER RESOLVED**, that this Agreement is to be executed and signed by a majority of the Town Board members and the Highway Superintendent.

**NOTE:** Chapter 173 of the Laws of 1994 amended S284of the Highway Law to delete the requirement that the County Highway Superintendent must approve all agreements for the expenditure of town highway funds.

**RESOLUTION #15:**      **HIGHWAY SUPERINTENDENT SPENDING (MACHINERY TOOLS, MINOR EQUIPMENT & OTHER IMPLEMENTS)-RESOLVED**, pursuant to Highway Law §142(a), to authorize spending by the Highway Superintendent for machinery, tools, minor equipment and implements up to \$3,000 without prior approval from the Town Board provided that sufficient appropriations exist, and the purchase has been made in compliance with the town's procurement policies and procedures and a Purchase Order has been issued for purchases equal to or greater than

\$1,500.

**RESOLUTION #16:** **DEPUTY HIGHWAY SUPERINTENDENT-RESOLVED**, pursuant to Town Law §32(2) to establish the position of Deputy Highway Superintendent

**AND, BE IT FURTHER RESOLVED**, to appoint Frank Holden to the position at \$1,500 per annum.

**RESOLUTION #17:** **ELECTIONS (VOTER REGISTRATION DAY)-RESOLVED**, to consolidate election districts for Voter Registration Day at the Town Hall Annex, 20 Traver Road. **NOTE:** Pursuant to Saratoga County Board of Elections resolution adopted January 7, 1993, there shall be no meetings for local registration except in presidential and vice-presidential election years.

**RESOLUTION #18:** **ZONING BOARD OF APPEALS-RESOLVED**, pursuant to Town Law §267(1) to establish a Zoning Board of Appeals consisting of seven (7) members with terms of office effective from January 1 through December 31 (7-year terms).

**RESOLUTION #19:** **PLANNING BOARD-RESOLVED**, pursuant to Town Law §271(1) and 272 to establish a Planning Board consisting of seven (7) members with terms of office effective from January 1 through December 31 (7-year terms).

**RESOLUTION #20:** **BOARD OF ASSESSMENT REVIEW- RESOLVED**, pursuant to Real Property Tax Law §523 to establish a five-member Board of Assessment Review with terms of office effective from October 1 to September 30 (5-year terms).

**RESOLUTION #21:** **CHAIRPERSONS FOR BOARDS-RESOLVED**, pursuant to Town Law §271 (1) the Town Board shall designate the chairpersons to the following Boards on a yearly basis and;

**FURTHER BE IT RESOLVED**, to appoint the following chairpersons to said boards for the terms listed below:

- a.) **Planning Board**, William Rice Current term 1/1/26-12/31/26.
  - b.) **Ethics Advisory Board**, Charles Garrison Current term 1/1/26-12/31/26
- and;

**FURTHER BE IT RESOLVED**, to approve the extended terms of chairmanship of the Planning, Zoning and Ethics Advisory Boards when those terms would expire and their scheduled meeting would occur prior to the first available

organizational Town Board meeting at such time resolutions will be passed for the current chairmanship terms.

**RESOLUTION #22:**     **SARATOGA COUNTY YOUTH BUREAU-RESOLVED**, to appoint the Town's Recreation Director to serve as the Town of Wilton's representative on the Youth Advisory Board.

**RESOLUTION #23:**     **DIVISION FOR YOUTH SPENDING-RESOLVED**, pursuant to Resolution #159 of 2014, amending Resolution #89 of 1990, adopted on December 4, 2014 by the Wilton Town Board, to authorize the Town Supervisor, on behalf of the Parks & Recreation Department, to apply for funding through the Division for Youth.

**RESOLUTION #24:**     **TAX BILLS/THIRD PARTY DESIGNATION-RESOLVED**, Pursuant to a unanimous decision of the Wilton Town Board on November 6, 1986, and to comply with Chapter 758 of the Real Property Tax Laws of 1986, that the receiver of taxes shall include with each tax bill a notice that elderly and disabled tax-payers may designate an adult third party to receive duplicate copies of tax bills and notices of unpaid taxes

**AND, BE IT FURTHER RESOLVED** that all eligible taxpayers must file said application on or before the first day of November of each year.

**RESOLUTION #25:**     **TAX COLLECTOR DEPOSITS-RESOLVED**, pursuant to General Municipal Law §11, to authorize the Town Clerk to temporarily deposit or invest monies not required for immediate expenditure in special time deposit accounts, or certificates of deposit, in any bank approved by the Town of Wilton as an Official Depository.

**RESOLUTION #26:**     **OFFICIAL DEPOSITORIES-RESOLVED**, pursuant to Town Law §64(1), Bk Law §96-6 and Gen Mun Law §93, to designate the institutions listed below as Official Depositories of the Town of Wilton:

- Adirondack Trust Company
- Arrow Bank National Association
- NBT Bank
- Ballston Spa National

All Official Depositories must enter into a Custodial Agreement with the Town of Wilton if deposits exceed \$250,000. Maximum investment amount for each institution is not to exceed \$12,000,000, excepting the months January through March, \$24,000,000 to allow for tax collection.

**RESOLUTION #27:**      **EQUIPMENT AND CAPITAL RESERVE FUND-RESOLVED**, pursuant to a unanimous decision of the Town Board to establish a reserve fund to accumulate moneys to finance the cost of a type of capital improvement and/or equipment such as land, buildings, building alterations and studies or surveys related thereto, equipment and vehicles.

**RESOLUTION #28:**      **STORMWATER MANAGEMENT RESERVE FUND-RESOLVED**, pursuant to a unanimous decision of the Town Board to establish a reserve fund to accumulate moneys to finance the cost of specific capital improvement related to stormwater management.

**RESOLUTION #29:**      **TRAFFIC MITIGATION RESERVE FUND-RESOLVED**, pursuant to a unanimous decision of the Town Board to establish a reserve fund to accumulate moneys to finance the cost of a type of operation improvements, safety needs and address non-motorized transportation to mitigate the impact of increased development in the Town as outlined in the most recent Town Traffic Planning Study.

**RESOLUTION #30:**      **HIGHWAY EQUIPMENT RESERVE FUND-RESOLVED**, pursuant to a unanimous decision of the Town Board to establish a reserve fund to accumulate moneys to finance the cost of a type of capital improvement for the purchase of highway equipment and vehicles.

**RESOLUTION #31:**      **INVESTMENT POLICY-RESOLVED**, pursuant to a unanimous decision of the Town Board on June 3, 1993 and updated annually, to establish an Investment Policy to minimize risk to principal and interest, define eligible investments, provide sufficient liquidity to insure the availability of cash when needed and to insure a competitive rate of return.

**RESOLUTION #32:**      **CAPITAL ASSETS PROGRAM-RESOLVED**, pursuant to a unanimous decision of the Town Board on May 7, 1987 and updated annually, to establish a Fixed Assets Program for the Town of Wilton with physical inventories to be conducted by all department heads by December 31 of each year.

**RESOLUTION #33:**      **PARKS AND RECREATION RESERVE FUND-RESOLVED**, Pursuant to a unanimous decision of the Town Board to establish a reserve fund to accumulate moneys to finance the cost of a type of capital improvement for the maintenance and operation of land dedicated by the Town for public recreational use.

**RESOLUTION #34:**      **PURCHASE ORDER SYSTEM/PROCUREMENT POLICIES AND PROCEDURES-RESOLVED**, pursuant to a unanimous decision of the Town Board on November 12, 1987 to establish a Purchase Order System for use by all departments with the Bookkeeper serving as Purchasing Coordinator.

**AND, BE IT FURTHER RESOLVED**, pursuant to Resolution #115 adopted on April 2, 1992, amended on December 4, 2003, December 6, 2007, July 1, 2010 and updated annually, to follow the procurement policies and procedures contained in that resolution for the procurement of goods and services not subject to bidding requirements under GML §103 or any other law, such procurement policies having been reviewed and reaffirmed by the Town Board annually. Pursuant to Resolution #194 adopted on July 6, 1995, the Comptroller is authorized to approve budget transfers after conferring with at least three (3) Town Board members with such action to be ratified by resolution at the next Town Board meeting. All town vouchers shall be certified or verified.

**RESOLUTION #35:**      **RETURN CHECK CHARGE-RESOLVED**, pursuant to General Obligation Law 5-328, to charge \$20.00 for checks returned as unpaid.

**RESOLUTION #36:**      **TOWN COMPTROLLER-RESOLVED**, pursuant to Town Law Article 8-§124 that the Comptroller assumes the duties of an Accounting Supervisor with approval to countersign checks and/or to use the Supervisor's signature stamp as deemed necessary.

**RESOLUTION #37:**      **FUND TRANSFERS-RESOLVED**, pursuant to a unanimous decision of the Town Board on December 27, 1984, to approve fund transfers into appropriations at the same time expenditures not budgeted are approved. This shall be done at the Regular Town Board Meeting whenever bills are approved for payment.

**RESOLUTION #38:**      **WIRE/TELEPHONE TRANSFERS-RESOLVED**, pursuant to a unanimous decision of the Town Board on August 13, 1987, that the Bookkeeper, in the Comptroller's office, is authorized to make wire/telephone transfers at the Adirondack Trust Company and Arrow Bank National Association from the Money Market Account to the various checking accounts. **WITHDRAWALS ARE NOT AUTHORIZED except for payroll transactions related to the payment of taxes and direct deposit.**

**RESOLUTION #39:**      **CERTIFIED PUBLIC ACCOUNTANTS-RESOLVED**, to retain MMB and Company to provide professional services for the annual audit.

**RESOLUTION #40:**      **SECTION 125 PREMIUM ONLY PLAN-RESOLVED**, pursuant to Resolution #165 adopted on August 5, 2004, which allows employees to have pre-tax monies withheld from their paycheck to cover the cost of the employee’s premium portion of Health Insurance. Effective July 1, 2004 and renewed on a yearly basis.

**RESOLUTION #41:**      **CONTRACTS-RESOLVED** that the Town Board authorizes the Supervisor to enter into the following contracts:

<b>Contract</b>	<b>Description</b>	<b>Location of Contract</b>	<b>Terms</b>
Adirondack Trust Bank	Banking Agreement	Town Clerk	On-going
ActiveNet	Parks Software	Bookkeeper	On-going
Amazon Web Services AWS formerly VPS	Tax Collection	Town Clerk	01/17/2021, ongoing
American Red Cross	Gavin Park Emergency Shelter	Town Clerk	On-going
CDPHP	Health Insurance	Human Resources	12/1/2025–11/30/2026
Centerline, AT&T	Right of Way/Pole Agreement	Town Clerk	09/25/2019 On-going
Davis Vision	Vision Insurance	Human Resources	12/01/2023-11/30/2027
Delta Dental	Dental Insurance	Human Resources	01/01/2026 – 12/31/2027
Miller, Mannix, Schachner and Hafner, LLC	Planning and Zoning Board Atty.	Town Clerk	01/01/2026-12/31/26
Miller, Mannix, Schachner and Hafner, LLC	Town Counsel	Town Clerk	01/01/2026 – 12/31/2026
Fundbalance	Accounting Software Maint. Agreement	Bookkeeper	01/01/2026 – 12/31/2026
Friends of Ulysses S. Grant	Service Agreement	Town Clerk	01/01/2026 – 12/31/2026
GAR Associates, LLC	Real Estate Appraisers and Consultants	Town Clerk	01/01/2020, ongoing

Greenfield Fire District	Gasoline Agreement	Town Clerk	12/05/2011, ongoing
Wilton Heritage Society	Service Agreement	Town Clerk	01/01/2026 – 12/31/2026
City Saratoga Springs	Inter-Municipal Agreement-snow plow	Town Clerk	5 year term, 02/22/12-2/22/17 On-going
Mastrianni, Inc Joseph E.	Section 8 Housing Program	Town Clerk	01/01/2019, ongoing
Moran, Maria	Comptroller	Town Clerk	01/01/2026- 12/31/2027, ongoing
Multiple Towns	Shared Services	Town Clerk	See file, On-going
MJ Engineering	Engineering Services	Town Clerk	01/10/13, On- going
CDPHP	Medicare Advantage	Human Resources	01/01/2026- 12/31/2026
National Grid	Outdoor Lighting	Town Clerk	06/27/2005, On- going
Northern Pines Housing Development	PILOT Program	Town Clerk	2007-08, 25 Years
NYS DOCCS	Mt. McGregor Rd. Snowplowing Contract	Town Clerk	2025-2026 Snow Season
PENFLEX	Service Award Program- WES		02/01/2000, On- going
Pitney Bowes	Mailing Lease	Town Clerk	09/17/13 – 09/17/2018, On- going
Riper, Ryan	Engineer	Town Clerk	01/01/2026- 12/31/2027, ongoing
Saratoga County Animal Shelter	Impoundment of Dogs	Bookkeeper	01/01/2026 – 12/31/2026
Saratoga County Animal Shelter	Dog Shelter	Town Clerk	01/01/2026– 12/31/2026

Saratoga County Office of the Aging	Nutrition Agreement Transportation Agreement	Town Clerk	01/01/2026 – 12/31/2026 01/01/2026 – 12/31/2026
Saratoga County Office of Emergency Services	Mutual Aid	Town Clerk	06/01/09--5 year renewal On-going
Saratoga County Intermunicipal Agreement	SC Sheriff's Dept. Substation/Wilton Mall	Town Clerk	Expires 11/30/2029 5 year contract
Arrow Bank National Association	Credit Card	Bookkeeper	02/08/2010, On- going
Saratoga Springs School District	Summer Camp Buses	Bookkeeper	01/01/2026 – 12/31/2026
Saratoga Springs School District	School Land Lease	Town Clerk	7/05/2025 – 7/04/2030
Saratoga/Wilton Soccer Club	Travel Soccer	Town Clerk	05/10/11, ongoing
Saratoga/Wilton Youth Soccer Club	Field Rental	Town Clerk	06/01/2009, Ongoing
Smith Conservation Subdivision Agreement	Naming Rights for open space	Town Clerk	07/02/2009, On- going
Spectrum- Gavin Park	Security Cameras	Bookkeeper	1/10/2024 ongoing
Sprague Operating	Natural Gas Retail Sales Agreement	Town Clerk	02/01/24-1/31/26- auto-renewing
Spa Net, LLC	IT Services	Town Clerk	01/10/2011, Ongoing
Tamarack Composting	Animal Waste Management	Town Clerk	07/27/2020, Ongoing
Christopher Thomas	Health Officer	Town Clerk	01/01/2026– 12/31/2026
Time Warner Cable	Franchise Fee	Town Clerk	Expired-Year to Year
Town of Saratoga	Intermunicipal shared services agreement	Town Clerk	01/01/2016- 12/31/20, ongoing
Amazon Web Services AWS (formerly VPS)	Tax collection	Town Clerk	12/16/2010, On- going

Verizon Wireless	Wireless Service	Human Resources	On-going contract NYSOGS
Vincelette, Daniel	Assessment Attorney	Town Clerk	01/01/2026 – 12/31/2026
Wilton Commons Senior Housing	Pilot Program	Town Clerk	12/14/2000, ongoing
Wilton Emergency Services	Ambulate Services	Town Clerk	01/01/2026-12/31/2026
Wilton Emergency Squad	Gasoline Agreement	Town Clerk	01/01/2026 – 12/31/2026
Wilton Fire District	Snow Removal Services	Town Clerk	09/01/2026 - 04/30/2026, ongoing
Wilton Fire District	Gasoline Agreement	Town Clerk	01/12/2004, On-going
WWSA	Building Lease Fuel	Town Clerk	06/28/2011, On-going
WWPP	Service Agreement	Town Clerk	01/01/26-12/31/26
Wilton Youth Baseball	Field Rental	Town Clerk	01/01/26-12/31/26

**RESOLUTION #42:** **RECORDS MANAGEMENT OFFICER-RESOLVED**, pursuant to a unanimous decision of the Town Board on August 6, 2020 to dispose of town records according to Schedule LGS-1;

**BE IT FURTHER RESOLVED**, to appoint Susan Baldwin to the position of Records Management Officer.

**RESOLUTION #43:** **REGISTRAR OF VITAL STATISTICS-RESOLVED**, Pursuant to Public Health Law §4121, to establish the position of Registrar of Vital Statistics and;

**BE IT FURTHER RESOLVED**, to appoint Susan Baldwin to the position. Amount included in salary. (This appointment is the responsibility of the Supervisor).

**RESOLUTION #44:** **DEPUTY REGISTRAR OF VITAL STATISTICS-RESOLVED**, pursuant to Public Health Law §4122, to establish the position of Deputy Registrar of Vital Statistics and;

**BE IT FURTHER RESOLVED**, to appoint Sandra Holcomb to the position. (This appointment is the responsibility of the Registrar of Vital Statistics).

**RESOLUTION #45:** **SAFETY OFFICER, RESOLVED**, to appoint Nancy Riely to the position at \$2,500 per annum. Established 2/1/96 (Hazard Communication Program).

**RESOLUTION #46:** **FIRE MARSHALL-RESOLVED**, to appoint John Herlihy to the position of Fire Marshall, established in 1998.

**RESOLUTION #47:** **DOG CONTROL OFFICERS-RESOLVED**, to establish the position of Dog Control Officer and;

**BE IT FURTHER RESOLVED**, to appoint Stacey Martina and Joel Jenkins to the shared position at \$18,231 each and Christian Clark to the position at \$37,190 per annum.

**RESOLUTION #48:** **TOWN HISTORIAN-RESOLVED**, to establish the position of Town Historian and;

**BE IT FURTHER RESOLVED**, to appoint Katherine Coons to the position at \$5,507 per annum.

**RESOLUTION #49:** **TOWN HEALTH OFFICER- RESOLVED**, to establish the position of Town Health Officer and;

**BE IT FURTHER RESOLVED**, to appoint Christopher Thomas to the position at \$1,500 per annum (under separate contract).

**RESOLUTION #50:** **TOWN COUNSEL-RESOLVED**, to authorize engagement of Town Legal Counsel and;

**BE IT FURTHER RESOLVED**, to appoint Mark Schachner (Miller, Mannix Schachner and Hafner, Attorneys At Law) as Town Legal Counsel at \$42,120 per annum and at \$270 per hour for services involving litigation, bond counsel and labor law (under separate cover).

**RESOLUTION #51:** **PLANNING BOARD AND ZONING BOARD OF APPEALS ATTORNEY-RESOLVED**, authorize engagement of Town Planning Board and Zoning

Board of Appeals Legal Counsel **AND, BE IT FURTHER RESOLVED**, to appoint **Miller, Mannix, Schachner and Hafner, Attorneys At Law** to the position at \$24,600 per annum (under separate contract).

**RESOLUTION #52:** **DEPUTY SUPERVISOR-RESOLVED**, to establish the position of Deputy Supervisor at \$2,500 per annum ( This appointment is the responsibility of the Supervisor), with the appointment of Connor Rohan to the position of Deputy Supervisor.

**RESOLUTION #53:** **NOTIFICATION POLICY FOR BREACH OF PRIVATE INFORMATION SECURITY-RESOLVED**, to adopt this policy in accordance with New York State Technology Law Section 208 as added by Chapters 442 and 491 of the laws of 2005, and is consistent with the provisions of said Section. The purpose of this policy is to require the **Town of Wilton** to Notify a New York Resident when there has been or is reasonably believed to have been an unauthorized acquisition of the residents' private information from the computerized records maintained by the **Town of Wilton**.

**RESOLUTION #54:** **EMERGENCY SERVICES COORDINATOR-RESOLVED**, to Appoint John Herlihy to the annual position of Emergency Services Coordinator, effective 1/1/2026-12/31/2026 at \$1,500 per annum.

**RESOLUTION #55:** **DEPUTY RECEIVER OF TAXES -RESOLVED**, pursuant to Town Law §20(3-c) to establish the position of Deputy Tax Receiver and one additional part time Deputy Tax Receiver with no remuneration;

**BE IT FURTHER RESOLVED**, to appoint Sandra Holcomb to the position of Deputy Tax Receiver, at \$2,500 per annum.

**RESOLUTION #56:** **FREEDOM OF INFORMATION APPEAL OFFICER-RESOLVED**, to appoint Supervisor Toni Sturm to the annual position of Freedom of Information Appeal officer, effective 1/1/26-12/31/26.

**RESOLUTION #57:** **PREVIOUS YEARS ENCUMBRANCES**, to authorize the Town Comptroller to roll forward all outstanding encumbrances and budget appropriation.

**RESOLUTION #58:** **GAVIN PARK REFUND POLICY -RESOLVED**, pursuant to unanimous decision by the Wilton Town Board (Resolution #104 of 2014) on May 1, 2014, authorizing the Park and Recreation Administrator to refund fees in accordance with Facility Rental and Program Registration Refund Policy (see attached) and execute and deliver such documents as they may deem

necessary, appropriate or convenient to affect the foregoing resolutions including, without limitation, causing to be prepared and filed such reports, documents or other information as may be required under applicable law.

**RESOLUTION #59:**      **FUND BALANCE POLICY**, for increased financial stability, the Town of Wilton desires to manage its financial resources by establishing a fund balance policy for the General Fund.

**RESOLUTION #60:**      **PETTY CASH ACCOUNT POLICY, RESOLVED**-Petty cash shall be established for departments that request petty cash for the purchase of materials, supplies or services under conditions requiring immediate payment.  
The amount of each account will not exceed \$200. At its annual re-organizational meeting, the Town Board shall appoint a custodian for each petty cash account who shall administer and be responsible for such account.  
To ensure that these funds are properly managed, the following guidelines shall be followed:

1. All disbursements from such funds are to be supported by receipted bills or other evidence documenting the expenditure.
2. Receipts and cash-on-hand must always total the authorized fund amount.
3. Payments may be made from petty cash for materials, supplies or services requiring immediate payment.
4. Sales tax on purchases shall not be paid by the town from petty cash funds.
5. The town shall reimburse uses of petty cash funds up to the extent of expenditures, with appropriate documentary support and as approved by the Comptroller.
6. Each account will be reconciled by the Town Comptroller at the end of the calendar year.

**RESOLUTION #61:**      **HEALTH AND DENTAL INSURANCE AND HEALTHCARE BUYOUT, RESOLVED** to provide health insurance benefits waiver to all eligible active town employees, under separate cover.

**RESOLUTION #62:**      **ACTUARIAL SERVICES, RESOLVED**, to retain Jefferson Solutions to provide professional actuarial calculation services for compliance with Generally Accepted Accounting Principles (GAAP).

**RESOLUTION #63:**      **SENIOR CENTER DIRECTOR-RESOLVED**, to establish the position of Senior Center Director and;

**BE IT FURTHER RESOLVED**, to appoint Roberta Corrigan to the position at \$20,584 per annum.

**RESOLUTION #64:**      **SARATOGA COUNTY AGING SERVICES ADVISORY BOARD, RESOLVED**, to appoint Maria Moran to serve as the Town of Wilton representative on the Aging Services Advisory Board.

**RESOLUTION #65:**      **NOW, THEREFORE, BE IT RESOLVED**, in accordance with Local Law #4, of 2025, Wilton EMS/Ambulance District Tax Cap Override, authorizing a property tax levy in excess of limit established in General Municipal Law §3-C for Fiscal Year 2026.

On a motion introduced by Councilman Rohan, the board adopted the following resolutions:

**RESOLUTION #66**

**NOW, THEREFORE, BE IT RESOLVED**, to approve Organizational Resolutions #1-#25.

The adoption of the resolution was seconded by Councilman O’Conor, duly put to a vote, all in favor. The motion passed 5-0.

On a motion introduced by Councilman Rohan, the board adopted the following resolutions:

**RESOLUTION #67**

**NOW, THEREFORE, BE IT RESOLVED**, to approve Organizational Resolution #26.

The adoption of the resolution was seconded by Councilman Keneally, duly put to a vote, all in favor, except Councilman O’Conor who recused himself. The motion passed 4-0.

On a motion introduced by Councilwoman Kolligian, the board adopted the following resolutions:

**RESOLUTION #68**

**NOW, THEREFORE, BE IT RESOLVED,** to approve Organizational Resolutions #27-#37.

The adoption of the resolution was seconded by Councilman O’Conor, duly put to a vote, all in favor. The motion passed 5-0.

On a motion introduced by Councilwoman Kolligian, the board adopted the following resolutions:

**RESOLUTION #69**

**NOW, THEREFORE, BE IT RESOLVED,** to approve Organizational Resolution #38.

The adoption of the resolution was seconded by Councilman Rohan, duly put to a vote, all in favor, except Councilman O’Conor who recused himself. The motion passed 4-0.

On a motion introduced by Councilman Keneally, the board adopted the following resolutions:

**RESOLUTION #70**

**NOW, THEREFORE, BE IT RESOLVED,** to approve Organizational Resolutions #39 and #40.

The adoption of the resolution was seconded by Councilwoman Kolligian, duly put to a vote, all in favor. The motion passed 5-0.

On a motion introduced by Councilwoman Kolligian, the board adopted the following resolutions:

**RESOLUTION #71**

**NOW, THEREFORE, BE IT RESOLVED,** to approve Organizational Resolution #41.

The adoption of the resolution was seconded by Councilman Rohan, duly put to a vote, all in favor, except Councilman O’Conor who recused himself. The motion passed 4-0.

On a motion introduced by Councilman O’Conor, the board adopted the following resolutions:

**RESOLUTION #70**

**NOW, THEREFORE, BE IT RESOLVED,** to approve Organizational Resolutions #42 and #65.

The adoption of the resolution was seconded by Councilman Rohan, duly put to a vote, all in favor. The motion passed 5-0.

**Approve Pending Minutes**

On a motion introduced by Councilman O’Conor, the board adopted the following resolutions:

**RESOLUTION #71**

**NOW, THEREFORE, BE IT RESOLVED,** to approve the minutes from the December 4, 2025 meeting, as typed.

The adoption of the resolution was seconded by Councilwoman Kolligian, duly put to a vote, all in favor the motion passed 5-0.

**WWPP Quarterly Report**

Margo Olson opened by welcoming the new Town Board members and presented the 4<sup>th</sup> quarter report and the year-end review. The most exciting thing that was accomplished this last quarter was the first phase of the Larry Gordon Outdoor Education Center at Camp Saratoga. It was completed thanks to the Town Board, the Wilton Highway Department, and the Building and Grounds Department. They were so instrumental, committed and supportive of this project. She thanked all the people involved in this project from the staff at WWPP. Margo showed pictures of all the new interior work done at the welcome cabin. They had a photography show that was presented in the cabin. This is the first time it was able to be done in person since COVID. There was an official ribbon cutting ceremony in September. The cabin has been used for programming like preschool nature hour, cabin crafts, volunteer training and meetings. Public

hours during the winter will be Wednesday through Sunday. There are snowshoe rentals and cross-country ski rentals on the weekends.

This was a huge team effort of all departments and many volunteers from the community. We have been developing accessible site and pathways plans with donations from the LA Group. The accessible stone-dust pathways that were installed by the highway department and materials donated by DA Collins. There has been a complete renovation of the former health lodge by Wilton's facilities and grounds to transform the building. A new composite deck with an accessible ramp and entryway. We have exhibits installed featuring the ecology of the sand plains, culture of local Indigenous people, scouting at Camp Saratoga and the life cycle of Karner Blue butterfly. There is an exhibit cabinet featuring artifacts from the Larry Gordon historic scouting collection and there are activities for families. Also, thanks to the town we were able to connect the infrastructure needed to bring internet and phones into that building. We have had over 900 visitors to the Welcome Cabin since its opening in September.

Over 15,000 people that were involved in our programs over the year. That doesn't consider all the people we see walking the trails and getting out using the properties. This is only the people that we interact with during the different programs. We presented 173 free public programs. We had 206 school field trips and afterschool programs this year. We went to and tabled at 34 different community events and did 72 summer programs with 6 interns that came to work with us and mentored these young professionals. We also have 70 volunteers and trail stewards. This has been the highest year of attendance. It is our mission to bring environmental education and outdoor recreation to people while we support conservation, and we are thrilled we have been able to do that so successfully.

#### **Reappointments-Park and Recreation Commission**

On a motion introduced by Councilman O'Connor, the board adopted the following resolution:

#### **RESOLUTION #72**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the following reappointments to the Park and Recreation Commission;

**Wendy Mahaney-01/01/2026-12/31/2028**

**Kellie Milne-01/01/2026-12/31/2028**

The adoption of the resolution was seconded by Councilwoman Kolligian, duly put to a vote, all in favor. The motion passed 5-0.

#### **Reappointments-Zoning Board of Appeals**

On a motion introduced by Councilman Rohan, the board adopted the following resolution:

**RESOLUTION #73**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the following extension of terms to the Zoning Board of Appeals;

**Scott Duffy-01/01/2026-02/01/2026**  
**Scott Dussault, Alternate-01/01/2026-02/01/2026**  
**Kelsey Mannix, Alternate-01/01/2026-02/01/2026**  
**Scott Kingsley, Chairman-01/01/2026-02/01/2026**

The adoption of the resolution was seconded by Councilman Keneally, duly put to a vote, all in favor. The motion passed 5-0.

**Reappointments-Historic Preservation Board**

On a motion introduced by Councilman O’Conor, the board adopted the following resolution:

**RESOLUTION #74**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the following reappointments to the Historic Preservation Board;

**Wendy McConkey-01/01/2026-12/31/2028**  
**Susan Gavin Lant-01/01/2026-12/31/2029**  
**Allison Schoonover-01/01/26-12/31/2030**

The adoption of the resolution was seconded by Councilwoman Kolligian, duly put to a vote, all in favor. The motion passed 5-0.

**Reappointments and Appointments Wilton Planning Board**

On a motion introduced by Councilman O’Conor, the board adopted the following resolution:

**RESOLUTION #75**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the following appointment and reappointments to the Wilton Planning Board;

**James Deloria-01/01/2026-12/31/2032**  
**Amanda Pelfry, Alternate-01/01/2026-12/31/2026**  
**Laura Lourenco, Alternate-01/01/26-12/31/2026-Appt.**

The adoption of the resolution was seconded by Councilman Rohan, duly put to a vote, all in favor. The motion passed 5-0.

**Reappointments-Ethics Advisory Board**

On a motion introduced by Councilwoman Kolligian, the board adopted the following resolution:

**RESOLUTION #76**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the following appointment and reappointments to the Ethics Board;

**Charles Garrison-01/01/2026-12/31/2028**  
**Ryan Gettings, Alternate-01/01/2026-12/31/2028**  
**Bradley Wanner-01/01/26-12/31/2028**

The adoption of the resolution was seconded by Councilman O’Conor, duly put to a vote, all in favor. The motion passed 5-0.

**Reappointment-WWSA**

On a motion introduced by Councilman O’Conor, the board adopted the following resolution:

**RESOLUTION #77**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the following appointment to the Wilton Water and Sewer Authority;

**Joseph Stadelmeyer-01/01/2026-12/31/2030**

The adoption of the resolution was seconded by Councilman Rohan, duly put to a vote, all in favor. The motion passed 5-0.

**NYAOT Voting Delegate and Alternate**

On a motion introduced by Councilman O’Conor, the board adopted the following resolution:

**RESOLUTION #78**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the following Voting Delegate and Alternate for the NYAOT Conference in New York City, February 15-18. 2026;

**Toni Sturm-Voting Delegate**  
**Ryan Riper-Alternate Voting Delegate**

The adoption of the resolution was seconded by Councilwoman Kolligian, duly put to a vote, all in favor except Supervisor Sturm who recused herself. The motion passed 4-0.

**Saratoga County Chamber of Commerce Membership**

On a motion introduced by Councilwoman Kolligian, the board adopted the following resolutions:

**RESOLUTION #79**

**NOW, THEREFORE, BE IT RESOLVED**, to approve membership to the Saratoga County Chamber of Commerce for the Town of Wilton.

The adoption of the resolution was seconded by Councilman O’Conor, duly put to a vote, all in favor. The motion passed 5-0.

**Healthcare Workers Team Building Event-Gavin Park**

Discussion was held on waiving the fee and insurance requirements. The item was tabled pending further insurance information.

Ms. Moran said typically an organization would provide the town with a hold harmless with an insurance waiver that the town will not be liable for anything that happens with that event. It is \$10 million dollar policy that we request. It is a very common policy that we obtain from all organizations. Very rarely to we ever get any pushback from an organization. It shouldn't be a problem getting the document if we ask for it. Supervisor Sturm said this is a sports event, not a picnic and personally has concerns for the potential for injuries. Does the town's existing insurance policy have overlap. Councilman Rohan said if there is a hold harmless, then the town would not be liable. If they want to pursue this, it would be fine to approve this pending the receipt of the document. Mr. Schachner said the town takes the steps reasonably necessary to protect the town. Supervisor Sturm asked Mr. Schachner if he would be comfortable with a hold harmless document and waive the requirement for the purchase of their own additional insurance. Mr. Schachner said none of these are guaranteed to succeed, none of them, every single one of them occasionally falls through and a town is held liable for something. He said he is not recommending the lesser protection, he is saying he is not uncomfortable with it. Councilman O'Connor said, as Ms. Moran stated, it has been a customary practice as long as we are indemnified by a third party. Sturm said we are already indemnified for sports.

On a motion introduced by Councilman O'Connor, the board adopted the following resolution:

**RESOLUTION #80**

**NOW, THEREFORE, BE IT RESOLVED**, to waive the fee requirement for a Healthcare Workers Team Building Event at Gavin Park with the condition of the Town of Wilton is held harmless and the Town is additionally insured and all of the standard information that is required by the Town policy.

The adoption of the resolution was seconded by Councilman Rohan, duly put to a vote, all in favor. The motion passed 5-0.

**Domestic Violence Awareness Fundraiser-Gavin Park**

On a motion introduced by Councilman O'Connor, the board adopted the following resolution:

**RESOLUTION #81**

**NOW, THEREFORE, BE IT RESOLVED**, to waive the fee requirement for a Domestic Violence Awareness Fundraiser at Gavin Park on June 6, 2026.

The adoption of the resolution was seconded by Councilman Rohan, duly put to a vote, all in favor. The motion passed 5-0.

**Temporary Advisory Position for the Building Department**

On a motion introduced by Councilwoman Kolligian, the board adopted the following resolution:

**RESOLUTION #82**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the hiring of Mark Mykns to the Temporary Advisory Position in the Building Department for a maximum of 15 hours per week, as needed, for three months at a rate of \$47.06.

The adoption of the resolution was seconded by Councilman O’Conor, duly put to a vote, all in favor. The motion passed 5-0.

**153 Louden Road-Court Ordered Demolition**

On a motion introduced by Councilman O’Conor, the board adopted the following resolution:

**RESOLUTION #83**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the initiation of Supreme Court Action for demolition and removal of condemned dwellings at 153 Louden Road on or before May 1, 2026.

The adoption of the resolution was seconded by Councilman Rohan, duly put to a vote, all in favor. The motion passed 5-0.

**7 Sarro Lane-Court Ordered Demolition**

The Town Board tabled an action on 7 Sarro Lane until February 5, 2026.

**Committee Reports**

Supervisor Sturm appointed the following liaisons to committees:

Ryan Riper-Wilton Water and Sewer Authority, Wilton Wildlife Preserve and Park, Exit 16 Committee, Roundabout Committee and Town Trails Coordinator.

Nancy Riely-Insurance Committee, Personnel Committee and Safety Review Committee.

Maria Moran-Personnel Committee.

Councilwoman Kolligian, Parks and Recreation Department Liaison, Senior Center, Historian, Historical Society, Short Term Rental Committee, Exit 16 Committee.

Sue Baldwin, Americans with Disabilities Committee.

Councilman Ray O’Conor-Highway Department Liaison, Veterans Committee, Sheriff’s Department, Exit 16 Committee and Wilton Wildlife Preserve and Park.

Ryan Riper, Highway Superintendent Mike Monroe and Councilman O’Conor will be on the Roundabout Design Committee.

Councilman Keneally-Court Liaison Alternative Transportation Committee, Co-Chair of Land Conservation Committee and Emergency Services Committee.

Councilman Rohan- Zoning and Code Revision Committee, Safety Review Committee and Deputy Supervisor.

New Committees:

Alternative Transportation Committee-Councilman Keneally, Liaison and Steve Bederian, Chairman

Land Conservation Committee-Supervisor Sturm and Councilman Keneally, Co-Chairs.

Councilman O’Conor said he and Ryan Riper have been exchanging messages with Doug Heller from the LA Group and the company who will be building the fishing platform on the Snook Kill. They will be mobilizing next week and will be driving the piers in and putting the deck in within the month. Also, the twelve acres of New York State land, sponsorship by Carrie Woerner, Senator Tedisco and Governor Hochul, will be donated to the Veterans and Community Housing Coalition to expand their services for out Veterans, who are often struggling with the transition from military to civilian life. Supervisor Sturm said hopefully housing will follow. Councilman O’Conor agreed. He also said Mr. Riper has played a big role by doing survey work and helping prep the legislation for approval.

Mark Schachner said he received a notice to today from the Quaker Springs Solar Application is being withdrawn. This has been in the process for over two years. Supervisor Sturm asked if they have indicated if it is a permanent cessation. Mr. Schachner said they have not indicated it is a permanent cessation of their attempts and the actual wording is "At this point we will not be continuing forward with the project and would like to withdraw the application." Supervisor Sturm asked where the site is located. Mr. Schachner said it is behind the Knollwood Subdivision.

**Comptroller's Report**

**1.) 2025 Budget Transfers**

On a motion introduced by Councilman O'Connor, the board adopted the following resolution:

**RESOLUTION #**

**NOW, THEREFORE, BE IT RESOLVED,** to approve the 2025 budget transfers requested for and listed in the Comptroller's 01/08/2026 Report to the Town Board.

The adoption of the resolution was seconded by Councilman Rohan, duly put to a vote, all in favor. The motion passed 5-0.

**2.) 2025 Budget Amendments**

On a motion introduced by Councilwoman Kolligian, the board adopted the following resolution:

**RESOLUTION #**

**NOW, THEREFORE, BE IT RESOLVED,** to approve the 2025 budget amendments requested for and listed in the Comptroller's 01/08/2026 Report to the Town Board.

The adoption of the resolution was seconded by Councilman O'Connor, duly put to a vote, all in favor. The motion passed 5-0.

On a motion introduced by Councilwoman Kolligian, the board adopted the following resolution:

**RESOLUTION #**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the hiring of Michele Kies to the vacant Full-Time Assessment Clerk position, effective January 9, 2026, with full benefits at a rate of \$26.52 per hour pending the successful passing of all pre-employment screening.

The adoption of the resolution was seconded by Councilman O’Conor, duly put to a vote, all in favor. The motion passed 5-0.

On a motion introduced by Deputy Supervisor Rohan, the board adopted the following resolution:

**RESOLUTION #**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the hiring of Henry Nicholas Colucci for the new Part-Time Fire Inspector position, effective January 13, 2026, with no benefits at a rate of \$35.00 per hour, pending the successful completion of pre-employment screening.

The adoption of the resolution was seconded by Councilman O’Conor, duly put to a vote, all in favor. The motion passed 5-0.

On a motion introduced by Councilman O’Conor, the board adopted the following resolution:

**RESOLUTION #**

**NOW, THEREFORE, BE IT RESOLVED**, to approve the requested pay increase for John Herlihy, Building Inspector to \$42.50 per hour or \$88,400 annually, effective January 1, 2026..

The adoption of the resolution was seconded by Councilwoman Kolligian, duly put to a vote, all in favor. The motion passed 5-0.

On a motion introduced by Councilman O’Conor, the board adopted the following resolution:

**RESOLUTION #**

**NOW, THEREFORE, BE IT RESOLVED,** to approve overnight travel for John Herlihy and Marcus Hart, to attend the Northern Adirondack Code Enforcement Officials annual educational conference in Lake Placid, NY, March 2-5, 2026.

The adoption of the resolution was seconded by Councilwoman Kolligian, duly put to a vote, all in favor. The motion passed 5-0.

On a motion introduced by Councilman O’Conor, the board adopted the following resolution:

**RESOLUTION #**

**NOW, THEREFORE, BE IT RESOLVED,** to approve overnight travel for Joe Keneally, Councilman, to attend a NYSTCA Regional Meeting in Albany, NY, January 21-22, 2026.

The adoption of the resolution was seconded by Councilwoman Kolligian, duly put to a vote, all in favor. The motion passed 5-0.

**Adjournment**

On a motion introduced by Councilwoman Kolligian, and seconded by Councilman O’Conor, all board members in favor, the meeting was adjourned at 8:27 p.m.