

At a Regular Meeting of the Town  
Board of Town of North Greenbush  
held at 7:00 PM on October 9, 2025,  
at the Town Offices

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**IN THE MATTER OF ADOPTING A LOCAL LAW #3 FOR 2025  
AMENDING NORTH GREENBUSH TOWN CODE  
SECTION 175-33 ENTITLED "SCHEDULE VIII: SPEED LIMITS"**

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**WHEREAS**, North Greenbush Town Code Section 175-14 sets the maximum speed at which vehicles may proceed on Town streets or highways and County of Rensselaer streets and highways, except for speed limits set forth in Schedule VIII, Section 175-33 of the Town Code; and

**WHEREAS**, Schedule VIII, Section 175-33 of the Town Code was last amended on September 9, 2021, by Local Law 1-2021; and

**WHEREAS** the Town Board is desirous of further amending Local Law Section 175-33, Schedule VIII entitled "Speed Limits" to adjust speed limits on certain streets and highways within the Town as follows:

- Bloomingrove Drive<sup>1</sup> from 35mph to 30mph
- Glenmore Road from 35 mph to 30 mph
- Giovanna Court from 30 mph to 20 mph
- Casale Court from 30 mph to 20 mph
- Brianna Boulevard from 30 mph to 20 mph
- Anthony Street from 30 mph to 20 mph

**WHEREAS**, proof of notice having been furnished, the public hearing on said proposed law was held at 6:35 p.m. on November 13, 2025, with all persons desiring to be heard, having been heard; and

**NOW THEREFORE, BE IT RESOLVED**, that the proposed amendment to North Greenbush Town Code Schedule VIII, Section 175-33 entitled "Speed Limits" is hereby approved.

**NOW, THEREFORE**, on motion of **Supervisor Bott**, seconded by, **Councilwoman Hoffman** all members present voting on roll call, which resulted as follows:

Joseph Bott III, Supervisor	<u><b>AYE</b></u>
Kelly Hoffman, Councilwoman	<u><b>AYE</b></u>
Jessica Merola, Councilwoman	<u><b>AYE</b></u>
Jim Gordon, Councilman	<u><b>AYE</b></u>
Mary Frances Sabo, Councilwoman	<u><b>AYE</b></u>

## **RESOLUTION 2025-11-114**

<sup>1</sup> the portion of (Lower) Bloomingrove Drive extending from Washington Avenue Extension north and south to Route 4 shall remain unchanged at 25mph

**LOCAL LAW NO. 3 OF 2025**

**Town of North Greenbush, County of Rensselaer**

**Section 175-33. Schedule VIII: Speed Limits**

**Section 175-33, Schedule VIII of the North Greenbush Town Code entitled “Speed Limits” is hereby amended to add the following in alphabetical order:**

**Section I.** Section 175-33 of the North Greenbush Town Code is hereby amended to include:

<u>Name of Street</u>	<u>Speed Limit (mph)</u>	<u>Location</u>
Anthony Street	20	Entire Length
Bloomingrove Drive <sup>1</sup>	30	Entire Length, except <sup>1</sup>
Brianna Boulevard	20	Entire Length
Casale Court	20	Entire Length
Giovanna Court	20	Entire Length
Glenmore Road	30	Entire Length

Note: <sup>1</sup> the portion of (Lower) Bloomingrove Drive extending from Washington Avenue Extension north and south to Route 4 shall remain unchanged at 25mph as added 8/11/1988 by Local Law No. 3-1988

**Section II.** This Local Law shall take effect immediately upon filing it in the Office of the New York State Secretary of State.

**Section III.** The law supersedes section 175-34 of the North Greenbush Town Code to the extent inconsistent therewith.

At a Regular Meeting of  
the Town Board of the  
Town of North Greenbush,  
held on November 13, 2025, at  
7:00 p.m. at the Town offices

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**Resolution to Establish a Local Law #4 of 2025 Prohibiting Smoking,  
Vaping and the Use of Smokeless Tobacco in all Town Facilities and on  
all Town Properties**

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**WHEREAS**, the Town Board of the Town of North Greenbush is empowered to adopt ordinances and local laws for the protection of the health, safety, and welfare of the community; and

**WHEREAS**, the Town Board has determined that it is in the public interest to consider a new ordinance to prohibit smoking, vaping and the use of smokeless tobacco in certain areas;

**WHEREAS**, proof of notice having been furnished, the public hearing on said proposed law was held at 6:40 p.m. on November 13, 2025, with all persons desiring to be heard, having been heard; and

**WHEREAS**, a draft of the proposed ordinance has been prepared and is on file, for public inspection, with the Town Clerk; and

**NOW, THEREFORE, BE IT RESOLVED**, that the proposed ordinance, a copy of which is attached hereto and made a part hereof, is hereby approved and established as Section 156 of the Town Code.

**Councilperson Merola** moved, **Councilperson Hoffman** seconded, and the Town Board voted as follows:

Supervisor Bott	<u><b>AYE</b></u>
Councilperson Hoffman	<u><b>AYE</b></u>
Councilperson Merola	<u><b>AYE</b></u>
Councilperson Gordon	<u><b>AYE</b></u>
Councilperson Sabo	<u><b>AYE</b></u>

**RESOLUTION 2025-11-115**

**LOCAL LAW NO. 4 OF 2025**

**Town of North Greenbush, County of Rensselaer**

**Chapter 156. Smoking, Vaping and Tobacco Use on Town Property**

**Section 156-1. Legislative Intent.** The intent and purpose of this chapter is to preserve and improve the public's health by improving the air quality and Environmental Quality in public areas owned and operated by the Town of North Greenbush. The Town of North Greenbush hereby finds that there is an increasing public awareness and acceptance of the dangers that smoking tobacco, cannabis, e-cigarettes and other vaping products have on the health and well-being of the general public and that the secondary effects of smoke smoking, vaping and the use and disposal of smokeless tobacco pose a threat to the health, safety, and well-being of the town's residents. A prohibition of these activities on Town-owned property, except in specific designated areas, will eliminate exposure to secondhand tobacco smoke, cannabis smoke, and the by-products of smokeless tobacco. The Town of North Greenbush further recognizes that the Clean Indoor Air Act, adopted by the New York State Legislature as Public Health Law, Article 13-E, Sections 1399-n et seq. already effectively prohibits smoking and vaping in almost all public and private indoor workplaces as well as numerous specified outdoor areas. The Clean Indoor Air Act, however, allows localities to adopt and enforce local laws regulating smoking and vaping, as long as any such local law is at least as strict as the State Law. Accordingly, this legislation is enacted to enhance the prohibitions of the Clean Indoor Air Act as it pertains to property in the Town of North Greenbush.

**Section 156-2. Definitions.** As used in this Chapter, the following terms shall have the meanings ascribed herein:

**ELECTRONIC CIGARETTE OR E-CIGARETTE**

An electronic device that delivers vapor, which is inhaled by an individual user and shall include any refill cartridge and any other component of such device.

**SMOKELESS TOBACCO**

Tobacco that is chewed or snuffed rather than smoked.

**SMOKING**

The inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, or pipe containing tobacco, cannabis or any other matter or substance.

**VAPING**

The use of an electronic cigarette or e-cigarette containing a cartridge or pod in which a vapor can be inhaled and exhaled.

**Section 156-3. Prohibitions Facilities owned and/or operated by Town.**

Other than in specifically designated outside areas, smoking, vaping and the use of smokeless tobacco are prohibited within and on the grounds of all town-owned facilities and places, including, but not limited to:

- A. North Greenbush Town Hall, Library, Playground and Town Park, 2 Douglas Street
- B. North Greenbush Police Department, 133 Bloomingrove Drive
- C. North Greenbush Highway Department, 1 Town Garage Road
- D. Utilities Garage, 53 Snyders Lake Road
- E. North Greenbush Dedrick Park, Snyders Lake Beach and Pavilion, 204 Geiser Road
- F. North Greenbush Ball Fields and Town Park, 95 Williams Road

**Section 156-4. Enforcement.** This chapter may be enforced by any law enforcement officer or agent, including but not limited to, the North Greenbush Police Department, New York State Police, Rensselaer County Sheriff, any other police or peace officer; and Town of North Greenbush Code Enforcement Officer or its designee, or any other person so designated by the Town Board of the Town of North Greenbush.

**Section 156-5. Penalties for Offenses.** Any minor committing a violation of this article shall constitute an offense punishable by a civil penalty not exceeding \$250 for the first offense, community service or health education or a combination thereof and not exceeding \$500, community service or health education or a combination thereof for a subsequent offense. The penalties shall be set at the discretion of the North Greenbush Town Court.

Any adult committing an offense against any provision of this chapter shall be, upon conviction thereof, guilty of a violation pursuant to the Penal Code of the State of New York, punishable by a fine not exceeding \$250 for the first offense and not exceeding \$500 for a subsequent offense. The penalties shall be set at the discretion of the North Greenbush Town Court.

**Section 156-6. Severability; Conflicts.** If any part of this chapter shall be deemed by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remainder of this chapter. This chapter shall in no way limit or alter any restriction upon smoking imposed by any other law of the state of New York. Where this local law differs or conflicts with any other laws, rules and regulations, unless the right to do so is preempted or prohibited by the county, state or federal government, the more restrictive or protective law imposed by the Town shall apply.

**Section 156-7. Placement of Signs.** The Town is authorized, within funds appropriated therefor, to purchase signs giving notice of this chapter, and to post those signs where smoking, vaping and smokeless tobacco is prohibited. The failure of the Town to post such a sign in any particular area shall not be a defense against a charge of violating this chapter.

**Section 156-8. Effective Date.** This chapter shall take effect immediately upon filing with the New York State Secretary of State.

At a Regular Meeting of  
the Town Board of the  
Town of North Greenbush  
held at 7 PM. on November  
13, 2025 at the Town Offices

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IN THE MATTER OF THE ADOPTION  
OF THE 2026 ANNUAL BUDGET

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WHEREAS, the Town Board duly held a public hearing on November 13, 2025 commencing at 6:45 PM on the Special District Assessment Rolls filed with the Town Clerk for the fiscal year commencing January 1, 2026, and proof of public notice having been furnished and having heard all persons desiring to be heard in the matter of the special district assessment rolls of this Town for such fiscal year and all matters having been fully discussed and considered;

WHEREAS, the Town Board duly held a public hearing on November 13, 2025 commencing at 6:50 PM on the Operation and Maintenance Charges filed with the Town Clerk for the fiscal year commencing January 1, 2026, and proof of public notice having been furnished and having heard all persons desiring to be heard in the matter of the operation and maintenance charges of this Town for such fiscal year and all matters having been fully discussed and considered;

WHEREAS, the Town Board duly held a public hearing on November 13, 2025 commencing at 6:55 PM on the preliminary budget filed with the Town Clerk for the fiscal year commencing January 1, 2026, and proof of public notice having been furnished and having heard all persons desiring to be heard in the matter of the budget of this Town for such fiscal year and all matters having been fully discussed and considered;

NOW, THEREFORE, BE IT RESOLVED, that the Special District Assessment Rolls are hereby approved, and be it

FURTHER REOSLVED, that the Operation & Maintenance charges are hereby approved, and be it

FURTHER RESOLVED, that the Budget, amended, attached hereto and made a part of this Resolution as though fully set forth herein, including the Operation and Maintenance charges and the Special District Assessment Rolls, be and it hereby is approved and adopted as the annual budget of the Town of North Greenbush for the fiscal year beginning the first day of January 2026, and such budget as so adopted be entered in detail in the minutes of the proceedings of this Town Board meeting, and be it

FURTHER RESOLVED, that the Town Clerk shall prepare and certify, as provided by Law, duplicate copies of said annual budget herby adopted, together with the proposed assessment rolls for the benefit of improvements, adopted pursuant to

Section 200 and Section 202-a of the Town Law, and deliver one copy thereof to the Supervisor and any other authority deemed necessary.

**Supervisor Bott** moved, **Councilperson Gordon** seconded, and the Town Board voted as follows:

Supervisor Bott	<u><b>AYE</b></u>
Councilwoman Merola	<u><b>AYE</b></u>
Councilwoman Hoffman	<u><b>AYE</b></u>
Councilman Gordon	<u><b>AYE</b></u>
Councilwoman Sabo	<u><b>NAY</b></u>

## **RESOLUTION 2025-11-116**

At a Regular Meeting of  
The Town Board of the  
Town of North Greenbush  
held at 7PM on November 13, 2025  
at the Town Offices

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**A RESOLUTION AUTHORIZING THE TOWN OF NORTH GREENBUSH TO  
DIRECTLY BILL OPERATION AND MAINTENANCE CHARGES FOR WATER  
DISTRICTS AND ESTABLISHING PROCEDURES FOR COLLECTION**

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WHEREAS, the Town Board of the Town of North Greenbush has met at the time and place specified in the notice of Public Hearings on the Operation & Maintenance Charges and heard all people desiring to be heard thereon,

WHEREAS, the Town currently collects operation and maintenance (O&M) charges for its Water Districts by inclusion on the annual real property tax bills; and

WHEREAS, the Town Board has determined that direct billing of these O&M charges by the Town will provide greater operational efficiency, improved financial tracking, and more direct communication with service recipients; and

WHEREAS, New York Town Law and other applicable statutes permit the Town Board to establish the time and manner of payment and collection of special district charges, provided such charges are assessed in the same manner as the expense of the improvement; and

WHEREAS, the Town Board desires to modify the billing method to a direct billing system administered by the Town;

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of the Town of the Town of North Greenbush, as follows:

**Section 1. Change in Billing Method.**

Effective January 1, 2026, all operation and maintenance charges for the Town's Water Districts shall be billed directly by the Town, rather than being included on the annual real property tax bills issued by the County.

**Section 2. Billing Frequency and Due Dates.**

The Town Comptroller is hereby authorized and directed to establish a schedule for billing these charges. Such schedule shall specify the due dates for payment.

**Section 3. Penalties for Delinquency.**

The Town Board hereby authorizes the imposition of a penalty in the amount of 10% per annum for any bill not paid within thirty (30) days of the due date. The Town further reserves the right to pursue all available legal remedies for collection of unpaid charges, including, but not limited to, adding delinquent amounts, including penalties and interest, to the subsequent year's tax roll for collection by the County, as permitted by law.

**Section 4. Administration.**

The Town Comptroller is authorized and directed to take all necessary steps to implement this direct billing system, including developing billing statements, establishing tracking systems, and notifying property owners of the change in billing procedures and the new payment requirements.

**Section 5. Severability.**

If any portion of this resolution is deemed invalid by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect.

**Section 6. Effective Date.**

This resolution shall take effect immediately upon its adoption.

**Councilperson** moved, **Councilperson** seconded, and the Town Board voted as follows:

- Supervisor Bott \_\_\_\_\_
- Councilwoman Merola \_\_\_\_\_
- Councilwoman Hoffinan \_\_\_\_\_
- Councilman Gordon \_\_\_\_\_
- Councilwoman Sabo \_\_\_\_\_

**RESOLUTION 2025-11-117**

At a Regular Meeting of  
the Town Board of the  
Town of North Greenbush  
held at 7:00 p.m. on November  
13, 2025 at the Town Offices

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IN THE MATTER OF APPROVING THE  
PURCHASE OF LAPTOP COMPUTERS

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WHEREAS, the North Greenbush Police Chief has requested funds for the purchase of laptop computers; and

WHEREAS, the North Greenbush Police Department deems it in the best interest of the operations of said Department to purchase 3 laptop computers to be used for administrative and training purposes and 1 ruggedized unit for a patrol unit to replace antiquated equipment incapable of being upgraded;

WHEREAS, the Police Department issued a Request for Proposal and received multiples quotes and determined that the quote provided by Dell Technologies with a 5 year warranty was the best and lowest proposal provided, given the length of the warranty; and

WHEREAS, copies of the quotes are on file with the Town Clerk; and

WHEREAS, the Town's Comptroller confirms that this resolution will not have a material impact on the Town's finances; and

NOW, THEREFORE, BE IT RESOLVED that the Town Board does hereby approve the purchase of 3 laptop computers and 1 ruggedized unit for the Department for a net cost to the Town of North Greenbush in the amount of \$8,468.32.

**Councilwoman Sabo** moved, **Councilwoman Merola** seconded and the Town Board voted as follows:

Supervisor Bott	<u><b>AYE</b></u>
Councilwoman Hoffman	<u><b>AYE</b></u>
Councilwoman Merola	<u><b>AYE</b></u>
Councilman Gordon	<u><b>AYE</b></u>
Councilwoman Sabo	<u><b>AYE</b></u>

**RESOLUTION 2025-11-118**

At a Regular Meeting of  
the Town Board of the  
Town of North Greenbush  
held at 7:00 p.m. on November  
13, 2025 at the Town Offices

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IN THE MATTER OF APPROVING THE  
PURCHASE OF A SAFE

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WHEREAS, the North Greenbush Police Chief has requested funds for the purchase of a safe to house rifles and tasers; and

WHEREAS, the North Greenbush Police Department deems it in the best interest of the operations of said Department to purchase a safe to be used to house the Department's rifles and tasers to replace antiquated equipment incapable of being serviced;

WHEREAS, the Police Department issued a Request for Proposal and received multiples quotes and determined that the quote provided by Joseph P. Mangione Lock & Security was the best and lowest proposal provided; and

WHEREAS, copies of the quotes are on file with the Town Clerk; and

WHEREAS, the Town's Comptroller confirms that this resolution will not have a material impact on the Town's finances; and

NOW, THEREFORE, BE IT RESOLVED that the Town Board does hereby approve the purchase of a new Hayman Black Hills 5930 gun safe with S&G mechanical dial for the Department for a net cost to the Town of North Greenbush in the amount of \$3,595.00.

**Councilman Gordon** moved, **Supervisor Bott** seconded and the Town Board voted as follows:

- |                      |                   |
|----------------------|-------------------|
| Supervisor Bott      | <u><b>AYE</b></u> |
| Councilwoman Hoffman | <u><b>AYE</b></u> |
| Councilwoman Merola  | <u><b>AYE</b></u> |
| Councilman Gordon    | <u><b>AYE</b></u> |
| Councilwoman Sabo    | <u><b>AYE</b></u> |

**RESOLUTION 2025-11-119**

At a Regular Meeting  
of the Town Board of  
the Town of North Greenbush  
held at 7:00 p.m. on November  
13, 2025 at the Town Offices

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**RESOLUTION AUTHORIZING THE TOWN SUPERVISOR TO EXECUTE AN  
AGREEMENT WITH THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE  
SERVICES (DCJS) FOR THE BODY-WORN CAMERA PROGRAM**

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**WHEREAS**, the Town Board of the Town of North Greenbush recognizes the importance of enhancing transparency, accountability, and public safety within its police department; and

**WHEREAS**, the New York State Division of Criminal Justice Services (DCJS) has made available grant funding and resources in the reimbursable amount of \$95,000 under grant #BJ22633293 through the "Byrne JAG Grant" to assist law enforcement agencies in implementing body-worn camera programs; and

**WHEREAS**, the Town of North Greenbush Police Department has expressed a need and desire to implement a body-worn camera program consistent with the New York State Body-Worn Camera Model Policy to better serve and protect the community; and

**WHEREAS**, the Town Board has determined that applying for and accepting these funds and executing an agreement with DCJS is in the best interest of the Town and its residents;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of North Greenbush hereby authorizes the Town Supervisor to submit all necessary applications, execute an agreement (in a form acceptable to the Town Attorney), and accept grant funds from the New York State Division of Criminal Justice Services (DCJS) for the purchase, maintenance, and support of a body-worn camera system and associated digital evidence storage; and

**BE IT FURTHER RESOLVED**, that the Town Supervisor and/or Town Comptroller is authorized to take all actions necessary to effectuate the terms of this Resolution, including making necessary budget modifications and ensuring compliance with all grant requirements and reporting procedures; and

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately upon adoption.

Supervisor Bott moved, Councilwoman Hoffman seconded and the Town Board voted as follows:

Supervisor Bott	<u><b>AYE</b></u>
Councilwoman Hoffman	<u><b>AYE</b></u>
Councilwoman Merola	<u><b>AYE</b></u>
Councilman Gordon	<u><b>AYE</b></u>
Councilwoman Sabo	<u><b>AYE</b></u>

**RESOLUTION 2025-11-120**

At a Regular Meeting of  
the Town Board of the  
Town of North Greenbush  
held at 7:00 p.m. on November  
13, 2025 at the Town Offices

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IN THE MATTER OF APPROVING THE  
PURCHASE OF BODY-WORN CAMERAS

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**WHEREAS**, the Town of North Greenbush Police Department (the "Department") is committed to enhancing officer accountability, transparency, and professionalism, and recognizing the body-worn camera program as a vital tool to achieve these goals; and

**WHEREAS**, the Department has been awarded a grant from the New York State Division of Criminal Justice Services (DCJS) to support the purchase of body-worn cameras; and

**WHEREAS**, the specific grant information is: Byrne JAG Grant under DCJS grant #BJ22633292 in the amount of \$95,000; and

**WHEREAS**, the Department determined that Motorola Solution Products is a sole source vendor the Body-Worn Cameras for the following reasons:

- the Body-Worn Cameras are to be integrated with an existing investment of 9 patrol vehicles outfitted with Motorola Cameras with wireless microphones;
- the existing Motorola cameras require compatible body cameras for seamless data integration, evidence management and a unified workflow;
- the Department determined that other brands will not be compatible with the existing system, thus making a sole source purchase necessary
- ease of maintenance, data consistency and administrative efficiency are further benefits of remaining with a single sources vendor;

**WHEREAS**, the total cost for the purchase of 16 body-worn cameras, including all associated equipment and necessary software, is \$115,891.00; and

**WHEREAS**, the Town of North Greenbush is authorized to expend the awarded DCJS grant funds for this purchase; and

**WHEREAS**, it is in the best interest of the Town of North Greenbush to approve this purchase and to authorize the necessary expenditures to implement the body-worn camera program;

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board of the Town of North Greenbush hereby approves the purchase of 16 body-worn cameras from Motorola Solution Products for a total cost of \$115,891.00, a copy of said quote is on files with the Town Clerk; and

**BE IT FURTHER RESOLVED**, that the Town of North Greenbush will use the grant funds from the New York State Division of Criminal Justice Services (DCJS) in the amount of \$95,000.00 to partially fund this purchase; and

**BE IT FURTHER RESOLVED**, that the Town of North Greenbush will cover the remaining cost of \$20,891 from the approved Budget in the amount of \$5,222.00 for 4 years; and

**BE IT FURTHER RESOLVED**, that the Town Supervisor is hereby authorized to execute all necessary documents, agreements, and forms to effectuate this purchase and to receive the grant funds; and

**BE IT FURTHER RESOLVED**, that a certified copy of this Resolution be provided to the New York State Division of Criminal Justice Services and Motorola Solution Products.

**Councilwoman Hoffman** moved, **Councilwoman Merola** seconded and the Town Board voted as follows:

Supervisor Bott	<u><b>AYE</b></u>
Councilwoman Hoffman	<u><b>AYE</b></u>
Councilwoman Merola	<u><b>AYE</b></u>
Councilman Gordon	<u><b>AYE</b></u>
Councilwoman Sabo	<u><b>AYE</b></u>

## **RESOLUTION 2025-11-121**

At a regular meeting of the  
Town Board of the Town of  
North Greenbush, held at 7:00  
P.M. November 13, 2025, at  
the Town Offices

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**IN THE MATTER OF APPROVING AMENDMENTS TO  
LETTER OF INTENT, PROPOSED EASEMENT AND  
ESCROW AGREEMENT OVER LANDS OF PAUL LOMBARDI  
FOR THE PROPOSED ROUTE 4 WASTEWATER PUMP STATION  
PROJECT**

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**WHEREAS**, the Town of North Greenbush is desirous of undertaking a project to construct, own, operate, and maintain a wastewater pump station in a location to be determined so that the Town would be able extend wastewater availability south from Jordan Road to Sunset Boulevard along US Route 4 (the Project”).

**WHEREAS**, the Town has identified two (2) possible locations along Route 4; namely, one on the east side of Route 4 owned by Paul Lombardi and the other on the west side of Route 4 owned by Rensselaer Polytechnic Institute; and

**WHEREAS**, on August 14, 2025, pursuant to Resolution No. 2025-8-86, this Board approved the execution and delivery of the letters of intent to Paul Lombardi and Rensselaer Polytechnic Institute;

**WHEREAS**, after further discussions and negotiations with Paul Lombardi, a proposed easement and an escrow agreement were prepared in consultation between the Town Attorney and the attorney for Mr. Lombardi, and the letter of intent was amended to provide Mr. Lombardi with (i) a \$5,000 extension fee in consideration of no longer providing a 1” water service to the property and (ii) an additional sum of \$500 to be paid by the town to Mr. Lombardi’s attorneys; and

**WHEREAS**, the proposed easement, the escrow agreement and the amended letter of intent are on file with the Town Clerk; and

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board does hereby ratify, approve and authorize the Town Supervisor to execute said proposed easement, escrow agreement and letter of intent.

**Councilperson Merola** moved, seconded by **Supervisor Bott** and the Town Board voted as follows:

Supervisor Bott	<b>AYE</b>
Councilwoman Hoffman	<b>AYE</b>
Councilwoman Merola	<b>AYE</b>
Councilman Gordon	<b>AYE</b>
Councilwoman Sabo	<b>AYE</b>

**RESOLUTION 2025-11-122**

At a Regular Meeting of the Town Board of the  
Town of North Greenbush held on November  
13, 2025, at 7:00 p.m. at the Town offices

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**In the Matter of Amending of Clarifying the Definition of a  
“Substantially Complete Building Permit Application”**

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**WHEREAS**, New York State enacted the All-Electric Building Act (the “Act”), which is effective January 1, 2026; and

**WHEREAS**, the Act prohibits the issuance of building permits for new buildings under seven (7) stories that are not electric if the initial application for building permit is submitted after December 31, 2025; and

**WHEREAS**, the Department of State Building Codes Council issued final rules on the implementation of the Act, and under those rules, after December 31, 2025, the only project eligible for a gas connection will be those that either: (i) already hold a valid building permit, or (ii) have submitted a “substantially completed building permit application”; and

**WHEREAS**, whether an applicant has submitted a “substantially completed building permit application” is within the judgment of the Town; and

**WHEREAS**, on October 9, 2025 pursuant to Resolution No. 2025-10-112, the Town provided an administrative clarification for the North Greenbush Building Department by establishing the minimum criteria under which an applicant will be deemed to have submitted a “substantially completed building permit application”; and

**WHEREAS**, further clarification and/or an amendment to Resolution No. 2025-10-112 is required;

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board of the Town of North Greenbush hereby clarifies that if an approved site plan or approved Planned Development District Plan includes foundation locations, then a site or plot plan is not required to be provided with the building permit application, and be it further

**RESOLVED**, that the deadline for submission is hereby amended to be December 31, 2025 to be consistent with the Act and the rules promulgated by the Department of State Building Codes Council.

**Councilperson Sabo** moved, **Councilperson Gordon** seconded, and the Town Board voted as follows:

Supervisor Bott	<u><b>AYE</b></u>
Councilperson Hoffman	<u><b>AYE</b></u>
Councilperson Merola	<u><b>AYE</b></u>
Councilperson Gordon	<u><b>AYE</b></u>
Councilperson Sabo	<u><b>AYE</b></u>

**RESOLUTION 2025-11-123**

At a Regular Meeting of the Town Board  
of the Town of North Greenbush,  
held on November 13, 2025,  
at 7:00 p.m. at the Town offices

**In the Matter of Scheduling a Public Hearing to Consider Adopting Local Law # 5 -2025 for the purpose of amending Sections 169-4(A) and 169-5 of the Town Code to provide for Partial Exemption from Town Taxes**

**WHEREAS**, Rensselaer County amended Section 459-c of the Real Property Law to provide for an exemption from taxation for general county purposes for certain individuals with disabilities pursuant to Rensselaer County Local Law No. T1 (Intro) of 2025; and

**WHEREAS**, Rensselaer County amended Section 467 of the Real Property Law to provide for an exemption from taxation for general county purposes for certain individuals 65 years of age or over pursuant to Rensselaer County Local Law No. T2 (Intro) of 2025; and

**WHEREAS**, the Town Board is considering amending Sections 169-4(A) 169-5 of the Town Code to adjust the exemptions consistent with the Rensselaer County Local Laws;

**WHEREAS**, a public hearing must be held to provide citizens with an opportunity to be heard and to provide comment on the proposed amendments to the Town Code; and

**WHEREAS**, a draft of the proposed amendments to the Town Code has been prepared and is on file, for public inspection, with the Town Clerk; and

**NOW, THEREFORE, BE IT RESOLVED**, that a public hearing will be held on **December 11, 2025**, at **6:55 PM** at the Town Offices, 2 Douglas Street, Wynantskill, NY for the purpose to consider amendments to Section 169-4(A) entitled "Qualifications for Exemption" and Section 169-5 of the Town Code entitled "Maximum Income Eligibility Level; Percentage of Exemption"; and be it further

**RESOLVED**, that the Town Clerk give notice of such hearing by publishing, no later than **December 1, 2025**, in the Town's official newspaper, The Record, a certified copy of this Order and by posting a certified copy of this Order on the signboard of the Town of North Greenbush and on the Town website not less than ten or more than twenty days before such hearing.

**Councilperson Gordon** moved, **Councilperson Merola** seconded, and the Town Board voted as follows:

Supervisor Bott	<u><b>AYE</b></u>
Councilperson Hoffman	<u><b>AYE</b></u>
Councilperson Merola	<u><b>AYE</b></u>
Councilperson Gordon	<u><b>AYE</b></u>
Councilperson Sabo	<u><b>AYE</b></u>

**RESOLUTION 2025-11-124**

**AMENDMENTS TO SECTION 169-A(4) OF TOWN CODE**

**NORTH GREENBUSH REAL PROPERTY TAX SENIOR CITIZEN/DISABILITY  
INCOME LEVEL/PERCENTAGE AMENDMENTS**

**Section I.** Section 169-4(A) of the Town Code of the Town of North Greenbush is hereby amended and restated as follows:

“A. No exemption shall be granted unless the income of the owner or combined income of the owners of the property for the income tax year two (2) years preceding the date of making the application falls within the parameters established in section 169-5 of the North Greenbush Town Code. As an example, if the applicant is applying for a partial exemption prior to March 1, 2026, the applicant(s) shall file the 2024 personal tax return or income for 2024 if no return is filed. “Income tax year” shall mean the twelve-month period for which the owner or owners filed a federal personal tax return or, if no such return is filed, the calendar year. Where title is vested in either the husband or the wife, their combined income may not exceed such sum. Except as otherwise provided herein, such income shall include social security benefits, retirement benefits, interest, dividends, total gain from the sale or exchange of a capital asset which may be offset by a loss from the sale or exchange of a capital asset in the same income tax year, net rental income, salary or earnings and net income from self-employment, but shall not include a return of capital, gifts or inheritances. In computing net rental income and net income from self-employment, no depreciation deduction shall be allowed for the exhaustion, wear and tear of the real or personal property held for the production of income. Notwithstanding the foregoing, distributions received from an individual retirement account, or individual retirement annuity that were included in the applicant’s federal adjusted gross income shall not be considered income. Any social security benefits that were not included in the applicant’s federal adjusted gross income shall be considered income. The applicant’s income shall not be offset by any medical and prescription drug expenses actually paid that were not reimbursed or paid for by insurance.”

Section 169-5 of the Code of the Town of North Greenbush is hereby amended as follows:

“The income level for receipt of a partial exemption from real property taxation for the purposes of taxes levied by the Town of North Greenbush, pursuant to Sections 459-c and 467 of the Real Property Tax Law, is as follows:

<b>Income Range</b>	<b>Percentage of Exemption</b>
Up to \$40,000	50%
\$40,000.01 to 40,999.99	45%
\$41,000.00 to \$41,999.99	40%
\$42,000.00 to \$42,999.99	35%
\$43,000.00 to \$43,899.99	30%
\$43,900.00 to \$44,799.99	25%

Income Range	Percentage of Exemption
\$44,800.00 to \$45,699.99	20%
\$45,700.00 to \$46,599.99	15%
\$46,600.00 to \$47,499.99	10%
\$47,500.00 to \$48,399.99	5%
\$48,400.00 and up	0%

*This local law provided that these levels shall apply to tax bills for periods after March 1, 2026.”*

**Section II.** The provisions of Section I of this Local Law shall apply to the Disability and Limited Income Exception in North Greenbush authorized by RPTL Section 459-c.

**Section III.** No exemption shall be granted if the income of the owner or the combined income of the owners of the subject property for the applicable income tax year equals or exceeds \$48,400.

**Section IV.** All other provisions of Section 459-c and 467 of the Real Property Tax Law, to the extent not inconsistent with this Local Law, shall be in effect for the purpose of Town real estate taxation in the Town of North Greenbush.

**Section V.** In the event of a conflict or inconsistency between this Local Law and any previous Local Law(s) of the Town of North Greenbush, the terms of this Local Law shall govern and the conflicting or inconsistent terms of the previous Local Law(s) are hereby amended to be null and void.

**Section VI.** This local law shall take effective immediately upon filing with the Department of State and shall apply to the assessment rolls based upon a taxable status date occurring on or after March 1, 2026.

At a regular meeting of the Town Board  
of the Town of North Greenbush held on  
November 13, 2025, at 7PM at Town Offices

---

**RESOLUTION TO DECLARE A NEGATIVE DECLARATION FOR THE ROUTE 4  
SEWER EXTENSION PROJECT UNDER THE STATE ENVIRONMENTAL  
QUALITY REVIEW ACT (SEQRA)**

---

**NORTH GREENBUSH ROUTE 4 SEWER PROJECT**

**WHEREAS**, the Town of North Greenbush is desirous of constructing, owning, operating and maintaining a wastewater pump station in a location to be determined so that the Town would be able extend wastewater availability south from Jordan Road to Sunset Boulevard along US Route 4 (the Project”).

**WHEREAS**, the Town of North Greenbush Town Board considers the proposed Project to be an Unlisted Action, pursuant to its review of the New York State Environmental Quality Review Act (SEQRA) 6 NYCRR Parts 617.4 and 617.5; and

**WHEREAS**, pursuant to SEQRA 6 NYCRR 617.6 the Town Board previously declared its intent to be established as Lead Agency and undertook a coordinated review of this action with any Involved Agencies, none of whom objected to the Town Board assuming Lead Agency; and

**WHEREAS**, the Town Board prepared a Short Environmental Assessment Form (SEAF) for this action in accordance with SEQRA, including the analysis in Parts 2 and 3.

**NOW, THEREFORE, BE IT RESOLVED** by the North Greenbush Town Board in regular session duly convened, has determined that the Route 4 Sewer Project poses no significant environmental effect and hereby issues a Negative Declaration for the project.

This motion made by **Supervisor Bott** and seconded by **Councilman Gordon**, to adopt, was duly put to a vote as follows:

	<u>AYES:</u>	<u>NAYS:</u>
Supervisor Joseph H. Bott III	X	
Councilperson Kelly Hoffman	X	
Councilperson Jessica Merola	X	
Councilperson James R. Gordon	X	
Councilperson Mary Frances Sabo	X	

**RESOLUTION 2025-11-125**

At a regular meeting of the Town Board  
of the Town of North Greenbush held on  
November 13, 2025 at 7PM at Town Offices

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**RESOLUTION TO ACCEPT THE MAP PLAN & REPORT & SET A PUBLIC HEARING FOR THE EXTENSION OF THE CONSOLIDATED SEWER DISTRICT IN CONJUNCTION WITH THE ROUTE 4 SEWER EXTENSION PROJECT**

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**NORTH GREENBUSH ROUTE 4 SEWER PROJECT**

**WHEREAS**, the Town of North Greenbush is desirous of constructing, owning, operating and maintaining a wastewater pump station in a location to be determined so that the Town would be able extend wastewater availability south from Jordan Road to Sunset Boulevard along US Route 4 (the Project”).

**WHEREAS**, the Town of North Greenbush Town Board has received a Map, Plan and Report from its consulting engineers, Laberge Group, for the extension of the Consolidated Sewer District from Jordan Road to Sunset Boulevard; and

**WHEREAS**, pursuant to NYS Town Law a public hearing is required prior to the Town Board considering approving the extension; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board hereby accepts and approves the Map, Plan & Report dated October 2025 prepared by its consulting engineers, and be it further

**RESOLVED**, that a public hearing will be held on **December 11, 2025, at 6:50 PM** at the Town Offices, 2 Douglas Street, Wynantskill, NY regarding the extension of the Consolidated Sewer District; and be it further

**RESOLVED**, that the Town Clerk give notice of such hearing by publishing, no later than **December 1, 2025**, in the Town's official newspaper, The Record, a certified copy of this Order and by posting a certified copy of this Order on the signboard of the Town of North Greenbush and on the Town website not less than ten or more than twenty days before such hearing.

This motion made by **Councilwoman Hoffman** and seconded by **Councilwoman Merola**, to adopt, was duly put to a vote as follows:

	<b>AYES:</b>	<b>NAYS:</b>
<b>Supervisor Joseph H. Bott III</b>	<b>X</b>	
<b>Councilperson Kelly Hoffman</b>	<b>X</b>	
<b>Councilperson Jessica Merola</b>	<b>X</b>	
<b>Councilperson James R. Gordon</b>	<b>X</b>	
<b>Councilperson Mary Frances Sabo</b>	<b>X</b>	

**RESOLUTION 2025-11-126**

At a regular meeting of the Town Board  
of the Town of North Greenbush held on  
November 13, 2025, at 7PM at Town Offices

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**TOWN BOARD IMPLEMENTS TOWN OF NORTH GREENBUSH MOTOR VEHICLE  
RULES & REGULATIONS FOR TOWN OF NORTH GREENBUSH VEHICLES**

---

**WHEREAS**, the Town Board of the Town of North Greenbush desires to implement a Motor Vehicle Rules & Regulations for Town of North Greenbush Vehicles; and

**WHEREAS**, the Policy intends to ensure that drivers of Town vehicles meet and maintain the Driver Eligibility Standards as defined in this document; and

**WHEREAS**, the Town Board agrees to include utilization of the NYS Department of Motor Vehicles’ “License Event Notification Service” (LENS) to monitor activity that may negatively impact an employee’s ability to maintain a required license; and

**NOW THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of North Greenbush hereby adopts the Motor Vehicle Rules & Regulations for Town of North Greenbush Vehicles to read as set forth below:

**Councilperson** moved, seconded by **Councilperson** and the Town Board voted as follows:

Supervisor Bott	<u><b>AYE</b></u>
Councilwoman Hoffman	<u><b>AYE</b></u>
Councilwoman Merola	<u><b>AYE</b></u>
Councilman Gordon	<u><b>AYE</b></u>
Councilman Sabo	<u><b>AYE</b></u>

**RESOLUTION 2025-11-127**

## **Town of North Greenbush Motor Vehicle Policy**

### **Drivers, Vehicles, and Equipment**

- Ensure safe operation of Town vehicles and equipment, reduce accidents, and define responsibilities for acquisition, control, use, and maintenance.

#### **General principles**

- Drivers must operate Town vehicles safely and courteously and follow applicable state motor vehicle laws.
- Operators are responsible for planning, training, and defensive driving to prevent injuries and property damage.
- Distracted driving (texting, phone use, eating, grooming, reading, watching videos, adjusting devices, etc.) is prohibited. Cell phone use and eating/drinking in Town vehicles are strongly discouraged or prohibited.
- Vehicles owned by the Town may be used only for official Town business unless authorized by a Department Head or Town Supervisor.

#### **Driver requirements and eligibility**

- Employees required to drive must have and keep a valid NYS driver's license on file with the Town. Personal vehicle use for Town business is allowed only with Supervisor approval and required personal insurance.
- Employees who must operate vehicles requiring a CDL must maintain a valid CDL and notify Human Resources within 30 days of any traffic conviction (except parking).
- Employees must immediately notify their Department Head and the Human Resources/Risk Manager if their license is suspended or revoked. License loss may affect employment.
- The Town will monitor driver records via NYS DMV "License Event Notification Service" (LENS) program.

#### **Authorized drivers and reporting**

- Only authorized employees may drive Town vehicles (except in emergency circumstance of by mechanic testing). Family and others are not authorized.
- Drivers must report all accidents to police and Risk Management and report any moving violation summons to Risk Management. Failure to report or to stop after an accident may result in discipline, including dismissal.
- CDL drivers must comply with DOT medical, drug, and alcohol requirements.

## **Prohibitions and conduct**

- All drivers must strictly follow and comply with all applicable laws, including without limitation, NYS Vehicle and Traffic Laws
- No permitting unlicensed persons to drive.
- No unauthorized riders (e.g., hitchhikers).
- Seat belts must be worn by all drivers and passengers.
- Do not operate a vehicle while impaired by illness, fatigue, injury, or medication.
- Secure vehicles when unattended: engine off, keys removed, doors locked.
- Use headlights as required by NYS law.

## **Vehicle use and operations**

- Town vehicles are for transporting passengers, employees, business associates, and materials on official business only; not for personal or family transport.
- When operating for special tasks (plowing, flushing, etc.), use all required warning lights.
- Maintain safe following distances (increase for adverse or poor conditions)
- Obey all traffic controls, posted limits, and yield to pedestrians and bicycles.
- Signal every turn and lane change; check mirrors before returning to a lane.
- When approaching intersections or turns, exercise caution (e.g., keep wheels straight while waiting for left turns).
- Avoid backing when possible. If backing is necessary, check behind, walk around the vehicle, and back to the driver's side; do not back into blind areas.

## **Discipline and violations**

- Type A violations (examples: DWI, driving under drugs, negligent homicide involving a vehicle, operating during suspension/revocation, using a vehicle to commit a felony, hit-and-run causing injury/property damage, permitting unlicensed drivers, reckless driving, racing) will disqualify applicants and result in termination of driving privileges for employees.
- Type B violations include other moving violations not listed as Type A.
- Drivers will be restricted from operating Town vehicles if they have:
  - One or more Type A violations in the past 3 years; or
  - Three or more accidents in the past 3 years; or

- Three or more Type B violations in the past 3 years; or
- Any combination of accidents and Type B violations totaling four or more in the past 3 years.
- Failure to follow Driver Safety Rules may result in discipline up to dismissal.

### **Exceptions**

- Authorized Emergency and Police vehicles and personnel are exempt from this policy during emergency circumstances provided said personnel drives with due regard for the safety of all persons.

### **Accident reporting and post-accident procedures**

- File a police report for all accidents involving Town vehicles within 48 hours.
- Notify your Department Head immediately; the Department Head must notify the Town Law Department and Risk Manager within 48 hours. Risk Management will assist with damage estimates.
- Use the Insurance Department's designated towing agency.
- Drivers of leased vehicles must follow the lessor's accident reporting procedures in addition to Town procedures.
- If an accident occurs while the vehicle is being used outside authorized duties, disciplinary action may follow.

### **Administration and responsibilities**

- The Town Supervisor issues vehicle rules and regulations.
- Department Heads must keep the policy current, distribute it to employees who use Town vehicles or equipment, obtain signed acknowledgements, and ensure Risk Management clearance before use.
- Employees must notify Risk Management within 48 hours of license suspensions or convictions; the Town Clerk must notify Risk Management within 48 hours of any suspensions or convictions it becomes aware of.

This policy is the Town's standard for safe vehicle use and driver responsibility.

**Acknowledgement of Receipt  
of  
Town of North Greenbush Motor Vehicle Policy Rules and Regulations**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ Expires: \_\_\_\_\_ State Issued: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Are you 21 Years or older? Yes \_\_\_\_\_ No \_\_\_\_\_

Department: \_\_\_\_\_ Position: \_\_\_\_\_

This is to acknowledge that the Motor Vehicle Policy Rules and Regulations for Town of North Greenbush Drivers, Vehicles and Equipment:

- 1- has been issued to me,
- 2- has been reviewed and discussed to my satisfaction and understanding,
- 3- that I have read the above Policy and Procedure Guidelines

I confirm that the information provided above is true and correct and I understand that the Policy and Procedures manual contains important information regarding: the safe operation of vehicles to include no texting or any use of a handheld communication device while driving, no smoking in any vehicle; the care and maintenance of Town of North Greenbush Vehicles, Driver Requirements, and my privileges and obligations as an employee. I acknowledge that I am familiar with and understand the Policy and Procedures Manual. I also certify that I presently possess a valid New York State driver's license.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Employer's Signature

\_\_\_\_\_  
Supervisor's Signature Date: \_\_\_\_\_

At a Regular Meeting of the  
Town Board of the Town of  
North Greenbush held at 7:00pm  
on November 13, 2025 at the Town Offices

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**Resolution Authorizing the Purchase of Pipe for Stormwater Improvements from Pershing Avenue to Route 150 at Snyders Lake Outfall**

---

**WHEREAS**, the Town Board of the Town of North Greenbush has identified the need to improve stormwater drainage and outfall capacity in the area extending from Pershing Avenue to Route 150, adjacent to Snyders Lake;

**WHEREAS**, the Town Highway Department has determined that the installation of new high-density polyethylene (HDPE) bell end pipe is necessary to replace aging infrastructure, to improve the overall performance of the stormwater system; and to ensure proper drainage, reduce erosion, and maintain public safety and roadway integrity; and

**WHEREAS**, the proposed improvements will enhance public safety, reduce flooding risk, and protect local water quality by improving the conveyance of stormwater to the Snyders Lake outfall; and

**WHEREAS**, that the Town intends to purchase the materials from Chemung Supply Corporation, by utilizing the “piggybacking” exception to the traditional competitive bidding process pursuant to General Municipal Law § 103(16); and

**WHEREAS**, a copy of the quote from Chemung Supply Corporation is on file with the Town Clerk; and

**WHEREAS**, sufficient funds for the purchase of said materials are available in the approved Budget;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of North Greenbush hereby authorizes the purchase of 100 feet of 60” HDPE Bell End Pipe, for the Snyders Lake outfall project along Pershing Avenue to Route 150; and

**BE IT FURTHER RESOLVED**, that the Town Supervisor is hereby authorized to execute any and all documents necessary to effectuate said purchase in an amount not to exceed \$15,426.00, in accordance with the Town’s procurement policy and applicable law; and

**Councilperson Gordon** moved, **Supervisor Bott** seconded and the Town Board voted as follows:

Joseph Bott III, Supervisor	<u><b>AYE</b></u>
Kelly Hoffman, Councilwoman	<u><b>AYE</b></u>
Jessica Merola, Councilwoman	<u><b>AYE</b></u>
Jim Gordon, Councilman	<u><b>AYE</b></u>
Mary Frances Sabo, Councilwoman	<u><b>AYE</b></u>

**RESOLUTION 2025-11-128**

At a Meeting of the Town Board of the  
Town of North Greenbush, held on  
November 13, 2025, at 7:00 P.M. at the  
Town Offices

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**In the Matter of the Authorization of the Execution of an “Out of District Water User Agreement” for Christopher Williams and Angela DiJohn at 4627 NY 43, with the Town of North Greenbush Water District No. 12**

---

**WHEREAS**, that **Christopher Williams and Angela DiJohn** are the owners of record of real property at **4627 NY 43** in the Town of North Greenbush, New York; and

**WHEREAS**, that the property located at **4627 NY 43** is not located within any water district; and

**WHEREAS**, there exists within the Town of North Greenbush a certain water district known as Water District No. 12; and

**WHEREAS**, that such property does not have adequate water supply from an existing well and a connection to municipal water can be achieved at a reasonable expense to the property owners and the cost of a new well with unknown water supply and quality may be excessive; and

**WHEREAS**, that the property owners desire to enter into an agreement with the Town of North Greenbush whereby they can be considered an “Out of District Water User” and be connected to Water District No. 12; and

**WHEREAS**, the Town Board has considered the situation and desires to make suitable and potable water available to these Town residents; and

**NOW THEREFORE, IT IS HEREBY RESOLVED BY THE TOWN BOARD OF THE TOWN OF NORTH GREENBUSH, RENSSELAER COUNTY, NEW YORK**, that the Town Supervisor is hereby authorized to enter into an agreement with Christopher Williams and Angela DiJohn, the owners of property located at **4627 NY 43 , Rensselaer, New York 12111** for the provision of municipal water to them from Water District No. 12 upon terms and conditions as set forth in the attached “Out of District Water User Agreement”, a copy of which is on file with the Town Clerk;

**NOW, THEREFORE**, on motion of **Supervisor Bott** seconded by **Councilperson Merola** members present voting on roll call, which resulted as follows:

Joseph Bott III, Supervisor	<u><b>AYE</b></u>
Kelly Hoffman, Councilwoman	<u><b>AYE</b></u>
Jessica Merola, Councilwoman	<u><b>AYE</b></u>
Jim Gordon, Councilman	<u><b>AYE</b></u>
Mary Frances Sabo, Councilman	<u><b>AYE</b></u>

**RESOLUTION 2025-11-129**

At a Regular Meeting of  
the Town Board of the  
Town of North Greenbush  
held at 7:00 p.m. on November  
13, 2025 at the Town Offices

---

IN THE MATTER OF APPROVING THE PURCHASE  
OF NEW YORK STATE BUILDING CODES

---

**WHEREAS**, the Town of Building Department is responsible for the enforcement of the New York State Fire Prevention and Building Code; and

**WHEREAS**, the Town's Enforcement Officer and Building Department require up-to-date copies of the New York State Building Codes to ensure proper application of standards and compliance with State Law; and

**WHEREAS**, the Town Board finds it necessary and in the best interest of the Town to authorize the purchase of the most current editions of the New York State Building Codes, including all applicable volumes and reference materials; and

**WHEREAS**, the Town's Comptroller confirms that this resolution will not have a material impact on the Town's finances; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of North Greenbush hereby authorizes the purchase of two (2) sets of the most recent editions of the New York State Building Codes from the New York State Department of State or other authorized vendor, at a total cost not to exceed \$1,646.00 plus shipping; and be it further

**BE IT FURTHER RESOLVED**, that the Town Supervisor, or other authorized officer, is hereby empowered to take all necessary actions to effectuate this purchase.

**Councilwoman Hoffman** moved, **Supervisor Bott** seconded and the Town Board voted as follows:

Supervisor Bott	<u><b>AYE</b></u>
Councilwoman Hoffman	<u><b>AYE</b></u>
Councilwoman Merola	<u><b>AYE</b></u>
Councilman Gordon	<u><b>AYE</b></u>
Councilwoman Sabo	<u><b>AYE</b></u>

**RESOLUTION 2025-11-130**

At a Regular Meeting of the Town Board of  
the Town of North Greenbush held at  
7:00pm on November 13, 2025 at the Town  
Offices

IN THE MATTER OF APPROVING THE PURCHASE  
OF FIRE AND BUILDING SAFETY INSPECTION PROGRAM

**WHEREAS**, the Town Board of the Town of North Greenbush recognizes the importance of maintaining accurate and efficient records related to fire safety, building code enforcement, and property inspections; and

**WHEREAS**, the Town's Building Department and Fire Inspection Division have identified the need for a computer-based program to streamline the scheduling, tracking, documentation, and reporting of inspections in compliance with New York State Building and Fire Codes; and

**WHEREAS**, the use of such a program will improve the efficiency of departmental operations, enhance data accuracy, and facilitate timely communication between departments and with the public; and

**WHEREAS**, the Building Department has obtained a quote and reviewed available software options suitable for municipal fire and building inspection management; and

**WHEREAS**, the Building Department determined that iWorQ is a sole source vendor for the program for the following reasons:

- iWorQ's software platform is proprietary, developed and maintained entirely in-house. Because of this, the services, licensing, and ongoing support we provide are unique to iWorQ and cannot be obtained from another vendor or reseller.
- The Sole Source Letter documents, a copy of which is on file with the Town Clerk, demonstrate that iWorQ is the exclusive provider of our software and related services, which means:
  - No third-party resellers – all contracts, licensing, hosting, and support are handled directly by iWorQ.
  - Exclusive intellectual property – our software and modules are developed internally and are only available through us.
  - Direct relationship - iWorQ's software platform is proprietary, developed and maintained entirely in-house. Because of this, the services, licensing, and ongoing support we provide are unique to iWorQ and cannot be obtained from another vendor or reseller. The Sole Source Letter documents that iWorQ is the exclusive provider of our software and related services.
  - iWorQ software is a uniquely designed platform that enables its customers the ability to easily configure and add data (numeric, lookup, text, and date fields) on the fly, which requires zero technical understanding or

background to perform. In addition to being able to add new fields, iWorQ's integrated report builder automatically makes available all newly created fields for immediate tracking and reporting without any coding or SQL scripting allowing you to create ad-hoc or saved reports. The ease of steps and manner in which iWorQ allows you to configure the application is unlike any other platform in this market. Virtually every field is configurable and customizable with no prior coding or software knowledge, coupled with our integrated report builder

**WHEREAS**, the total cost of the proposed program, including licensing, setup, and training, is \$3,000.00 plus a cost of \$5,000 per year for annual maintenance; and

**WHEREAS**, the Town's Comptroller confirms that this resolution will not have a material impact on the Town's finances; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of North Greenbush hereby authorizes the purchase of a fire and building safety inspection computer program from iWorQ at a cost not to exceed \$3,000.00 plus an annual cost of \$5,000.00 for annual maintenance; and

**BE IT FURTHER RESOLVED**, that the Town Supervisor is hereby authorized to execute any and all agreements, contracts, or purchase orders necessary to complete said purchase.

**Councilwoman Merola** moved, **Supervisor Bott** seconded and the Town Board voted as follows:

Supervisor Bott	<u><b>AYE</b></u>
Councilwoman Hoffman	<u><b>AYE</b></u>
Councilwoman Merola	<u><b>AYE</b></u>
Councilman Gordon	<u><b>AYE</b></u>
Councilwoman Sabo	<u><b>AYE</b></u>

## **RESOLUTION 2025-11-131**

At a Regular Meeting of  
the Town Board of the  
Town of North Greenbush  
held at 7:00 p.m. on November  
13, 2025 at the Town Offices

---

RESOLUTION AUTHORIZING THE TOWN OF NORTH GREENBUSH TO PAY  
MUSIC LICENSING FEES TO SESAC LLC

---

WHEREAS, the Town of North Greenbush hosts a Music in the Park summer concert series; and

WHEREAS, music licensing is required to be obtained by all venues hosting live music, or playing music of any kind that might prevent royalties from being paid to the original artists; and

WHEREAS, the Town of North Greenbush is required to obtain licensing through SESAC for the Music in the Park series for 2025; and

WHEREAS, the Town's Comptroller confirms that this resolution will not have a material impact on the Town's finances; and

NOW, THEREFORE, BE IT RESOLVED that the Town Board does hereby authorize the Town Supervisor to execute the agreement, with such amendments as recommended by the Town Attorney, and authorizes the Town's Comptroller to process the payment in an amount not to exceed \$610.00.

**Supervisor Bott** moved, **Councilwoman Merola** seconded and the Town Board voted as follows:

Supervisor Bott **AYE**

Councilwoman Hoffman **AYE**

Councilwoman Merola **AYE**

Councilman Gordon **AYE**

Councilwoman Sabo **AYE**

**RESOLUTION 2025-11-132**