



**Town Board
Town of North Greenbush
MINUTES
July 9, 2026
7:00 p.m.**

Supervisor Bott called the meeting to order at **7:00 p.m.** He then led those in attendance with the Pledge of Allegiance. Following the Pledge, Supervisor Bott requested that Town Clerk, Janice Hannigan Kerwin conduct the roll call.

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

Also present at meeting:

Town Clerk, Janice Hannigan Kerwin
Deputy Clerk, Janet Dickinson
Town Attorney, Nia Cholakis

Announcements from Supervisor:

Upon completion of the roll call, Supervisor Bott made the following announcements:
The Town's Summer Camp Program started right after the July 4th weekend and currently has approximately 170 campers enrolled, and they had a nice time enjoying the new facility and beach all week. Supervisor Bott also announced that the 1st Summer Concert Series began on June 27, 2026. He further advised that the One18 Band will be performing this Sunday from 6:00 p.m. to 8:00 p.m. All are welcome to attend.

Public comments on Agenda Items:

Following the Supervisor's announcements, comments were received regarding items appearing on the agenda.

1.) Joe Styczynski, Hillview Court, addressed the Board regarding Resolution No. 9. Mr. Styczynski commented on the proposed Local Law vote asking if it was up for vote in November, Supervisor Bott stated it will be when we vote on it tonight. Resolution No. 10 and requested information regarding the fee we will be paying associated with the Finney Group. Supervisor Bott stated they plan on approving it on condition that they negotiate the terms.



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Hearing no further comments from the public, Supervisor Bott proceeded with New Business. Supervisor Bott began with the first resolution on the agenda and requested that Town Clerk, Janice Hannigan Kerwin read each resolution aloud for consideration by the Town Board.

***Clerk's Note:** Due to a clerical numbering error, the July 2026 resolutions began with Resolution No. 2026-07-62 rather than Resolution No. 2026-07-63. Resolution numbering thereafter remained consecutive through Resolution No. 2026-07-73. This numbering error does not affect the validity of the actions taken by the Town Board.

New Business:

Supervisor Bott made a motion to remove the executive session from the agenda, seconded by **Councilwoman Merola**. All board members voted Aye by roll call; motion carried.

During discussion of the resolution items, Councilwoman Sabo requested clarification regarding Athletic Senior League, Nia Cholakis, Town Attorney explained that this refers to the Senior League located at Twin Town Park in the rear area of the facility.

Councilman Gordon asked who owns the roadway within the park (Twin Town). Supervisor Bott stated that the Town owns the roadway. Councilman Gordon advised that he had received calls regarding the condition of the roadway and questioned whether improvements could be made to address the concerns. Nia Cholakis, Town Attorney, will discuss the roadway with Kyle Belokopitsky, authorized representative for Twin Town.

Highway Superintendent Mike Martinez stated that, if the necessary material is available, he would review the roadway conditions and address the matter. He noted that Warren Fane has previously donated crusher run material for use at Twin Town Park. Councilman Gordon commented that loose stone tends to migrate and may not provide a long-term solution.

Councilwoman Hoffman requested that the contract be corrected to reflect the year 2025, as it currently referenced 2023. Town Attorney Cholakis advised that the necessary corrections had already been made.



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Resolution 2026-07-62: Councilwoman Merola made the motion in the matter of authorizing execution of license agreement for 95 Williams Road, seconded by **Councilwoman Sabo**. Upon a roll call vote, all Board members voted **aye**. Motion Carried.

Resolution 2026-07-63: In the matter of appointing Director of Finance for the town of North Greenbush.

During discussion of the resolution, Councilman Gordon inquired whether a resume had been received for the appointment under consideration. He stated that he was not aware of the appointment until he received his meeting packet. Supervisor Bott stated that he, along with the Comptroller and Director of Finance, conducted the interview process and determined that the candidate was the best fit for the position.

Councilman Gordon made a motion to table the resolution until all Board members had an opportunity to review the candidate's resume. No second was made to the motion.

Supervisor Bott requested that the Comptroller obtain the resume from his office. The Board agreed to return to consideration of the resolution following the completion of the remaining resolutions on the agenda.

Resolution 2026-07-64: Supervisor Bott made a motion in the matter of authorizing the collection of fees related to project delays, seconded by Councilwoman Hoffman. Upon a roll call vote, all Board members voted **aye**. Motion Carried.

Councilwoman Sabo asked if the project was completed. Supervisor Bott stated yes that it was the engineer fees. Councilwoman Hoffman asked why, Nia Cholakis, Town Attorney, stated that it took the company longer and we did the extension of the contract and LaBarge had to oversee the project because of the series of delays.

Resolution 2026-07-65: Councilwoman Hoffman made a motion in the matter of authorizing the hiring of summer camp staff, with the change in 2026 season year on resolution, seconded by **Supervisor Bott**. Upon a roll call vote, all Board members voted **aye**. Motion Carried.



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Councilwoman Sabo asked if we really need more staff out at the lake. Supervisor Bott stated that the lake needs to have enough staff to run safely. He also believes it is based on the volume of campers needed for the state's ratio.

Resolution 2026-07-66: Supervisor Bott made a motion in the matter of authorizing to advertise for public bidding for Route #4 Sewer Extension, seconded by **Councilwoman Hoffman**. Upon a roll call vote, all Board members voted **aye**. Motion Carried.

Resolution 2026-07-67: Supervisor Bott made a motion in the matter of scheduling a Public Hearing to amend Chapter 189 (water), article VIII of the code of the Town of North Greenbush to establish a mandatory meter access policy and non-access infrastructure surcharge, seconded by **Councilwoman Merola**. Upon a roll call vote, all Board members voted **aye**. Motion Carried.

Resolution 2026-07-68: Councilwoman Hoffman made a motion in the matter of authorizing the Town of North Greenbush to opt-in to the Rensselaer County Emergency Notification Network and Authorizing Administrative Municipal access to the Valsoft Corporation (HYPER-REACH) Platform, seconded by **Councilwoman Merola**. Upon a roll call vote, all Board members voted **aye**. Motion Carried.

Supervisor Bott explained that the program is a free service provided through the County. Town residents may register to receive text notifications regarding emergency situations.

Councilwoman Sabo asked whether the program would be used strictly for emergency notifications and not for general information, such as concert announcements. Supervisor Bott confirmed that the program would be for emergency notifications only.

Councilwoman Hoffman inquired who would be responsible for managing the information for the County. Supervisor Bott stated that, at this time, **Kathleen Allen** would be the point of contact, as she is also involved with Emergency Services with NGAA, and that there may be additional individuals assigned in the future.

Resolution 2026-07-69: Supervisor Bott made a motion in the matter of scheduling a Public Hearing to amend Chapter 189 (water), article X, section 189-26 of the code of the town of North Greenbush to establish an administrative Relevey Fee, seconded by **Councilwoman Sabo**. Upon a roll call vote, all Board members voted **aye**. Motion Carried.



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The next resolution was read and Supervisor Bott explained that during the last election cycle, the vote on this issue was very close, falling just short of approval. He noted that at the previous meeting, several residents spoke against the proposal. However, he believes that extending the term of office to four years is in the best interest of the Town, as a two-year term does not provide enough time for elected officials to begin and complete important projects. He further stated that, compared to the surrounding municipalities, the Town is the only one that still has two-year terms for these elected positions. He cited the neighboring towns of Brunswick, East Greenbush, Sand Lake, Stephentown, and Colonie as examples of municipalities that have four-year terms. Supervisor Bott added that he believes four-year terms would provide greater continuity and stability in Town government.

Councilwoman Sabo stated that she did not consider the last election to have been a "nail-biter." She acknowledged that there are differing opinions on the matter but stated that she supports moving the resolution forward so that the Town residents can decide the issue through a public vote.

Resolution 2026-07-70: Supervisor Bott made a motion in the matter of adopting a Local Law #3 of 2026, entitled "increasing the term of the office of the Town Supervisor, The Town Clerk and the Town Superintendent of Highways from two (2) years to four (4) years, seconded by **Councilwoman Hoffman**. Upon a roll call vote, the Board voted as follows:

- **Aye:** Supervisor Bott, Councilwoman Hoffman, Councilwoman Sabo, Councilwoman Merola
- **Nay:** Councilman Gordon

Motion Carried.

Resolution 2026-07-71: Councilwoman Merola made a motion in the matter retaining Michael R. Phinney Architect, PLLC DBA Phinney Design Group as Architects for the Town of North Greenbush Ambulance Project, seconded by **Councilwoman Hoffman**. Upon a roll call vote, all Board members voted **aye**. Motion Carried.



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Resolution 2026-07-72: Supervisor Bott made a motion in the matter of the adoption of the North Greenbush Jurisdictional Annex to the Rensselaer County Multi-Jurisdictional Hazard Mitigation Plan, seconded by **Councilwoman Sabo**. Upon a roll call vote, all Board members voted **aye**. Motion Carried. Eric Westfall, Town Engineer, stated that this is paperwork that he fills out regularly.

Resolution 2026-07-73: Supervisor Bott made a motion in the matter of authorizing a 2026 Consolidated Funding Application for funding through the NYS Department of State- Smart Growth Community Planning & Zoning Grant, seconded by **Councilwoman Sabo**. Upon a roll call vote, all Board members voted **aye**. Motion Carried.

Following the vote, Supervisor Bott stated that the Town hopes to be awarded the grant, noting that this is the third time the Town has applied. He added that LaBerge Associates is preparing and submitting the application at no cost to the Town. He also expressed his appreciation to Victoria Roberts for her work on the committee and her assistance with the grant application. Councilwoman Sabo noted that the Town was not awarded the Greenway Grant but added that the grant amount was only \$10,000.

After the Board completed discussion of the final resolution, Supervisor Bott returned to **Resolution 2026-07-73** to discuss several items pertaining to the open position in the Comptroller's Office. Councilwoman Merola stated that she would like to review the job posting and the qualifications and requirements for the position.

Town Comptroller, Eryn Foster, explained that the position primarily involves human resources, payroll, and employee benefits administration, with a strong emphasis on insurance-related responsibilities. He stated that four candidates were interviewed and that the selected candidate was the strongest applicant in all evaluated categories, including experience, qualifications, and overall ability to perform the duties of the position.

Councilwoman Hoffman stated that she did not feel comfortable discussing matters pertaining to a potential employee in open session. She then made a motion to enter into Executive Session to



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discuss matters relating to the employment history of a particular person. The motion was seconded by **Councilwoman Sabo**.

Upon a voice vote, all Board members voted **Aye. Motion Carried**. The Town Board left the meeting room and entered Executive Session at **7:39 p.m.**

The Town Board returned from Executive Session at **8:24 p.m.** **Supervisor Bott** made a motion to end the Executive Session, seconded by **Councilwoman Hoffman**. Upon a voice vote, all Board members voted **Aye. Motion Carried**. Executive Session was adjourned at **8:24 p.m.** No action was taken during Executive Session.

Resolution 2026-07-63: Councilman Gordon made a motion to **TABLE** the resolution, seconded by **Councilwoman Hoffman**. Upon a voice vote, all Board members voted **Aye. Motion Carried**.

Department Reports:

Supervisor Bott asked the board to review the reports at their leisure.

Approval of Minutes:

Councilwoman Sabo made a motion to accept all minutes from June 2026, seconded by **Councilwoman Merola**. **Supervisor Bott** abstained; all other members present voted **Aye**; motion carried.

Councilman Gordon asked if the report in his packet was the report he's been waiting on, as he is interested in the misuse of funds. Eyre Foster said that it should be completed for next month's report.

Public comment on town business:

1.) **Joseph Styczynski, Hillview Court**, thanked Councilman Gordon for tabling the resolution on hiring a position in the Comptroller's office. He continued to express his concerns he had from the previous month regarding unauthorized payments that were made and stated that he would like to know who authorized those payments. He asked about the condition of the retaining wall at 78 WSL Road, stating that it is affecting the neighboring property located behind it on Hemingway Lane and needs to be addressed. He also stated that he has more than 40 outstanding FOIL requests and is still



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awaiting responses. Mr. Styczynski had an additional question regarding the Finney Group, asking whether the percentage is based on the principal value of the hard construction costs. Nia Cholakis stated they were looking for about 4.8.

2.) Michael Carey, West Sand Lake Road, asked about the location of the Dedrick Park sign at the lake. He stated that he hopes there are no plans to rename the beach and expressed that he feels the sign should be displayed, especially since St. Jude's Church and St. Michael's Church are holding their picnic at the park and Bill Dedrick will be attending. Supervisor Bott stated that he would check on the location of the sign. Mr. Carey's next comment concerned the Finney Group. Mr. Carey's final question concerned his FOIL requests. He stated that he has received responses to some of his FOILs but has many outstanding requests and is unsure which response corresponds to which request. He noted that the requests are numbered; however, due to the volume of FOILs submitted, he is having difficulty matching the responses to his original requests. Mr. Carey asked if the Town Clerk could return the original FOIL request and coordinate the Town's numbering system with the labels, he has assigned to his FOIL submissions to make it easier for him to identify and track the responses.

3.) Mary Beth De Larm, Hemingway Lane, thanked the Town Clerk for always responding to her emails. She stated that she did not receive a response to her most recent email. The Town Clerk read aloud the email response that was sent to Ms. De Larm on June 30, 2026, at 12:03 p.m. The Clerk noted that she had received confirmation that the email was delivered to the address provided by Ms. De Larm. She stated that she had not received the email and indicated that she would check her trash and junk folders to see if the response was filtered there.

4.) Kayla Deats, employee of Nothing Bundt Cakes, is here to discuss safety concerns at 531 NGB Road. She expressed concerns regarding property conditions, signage, and traffic safety issues related to the increased activity during the free giveaway days at 7 Brew. She stated that the access to the plaza parking area has become extremely unsafe due to the volume of traffic. She explained that 7 Brew is causing congestion by blocking both lanes of the parking lot, creating significant traffic issues. She further stated that employees have had to park at Route 4 Park and Ride and cross the roadway to get to work because the traffic conditions within the plaza have become unsafe. Councilwoman Hoffman asked if she had spoken with her employer regarding her concerns. She responded that she had and was told that the situation would be fine. Councilman Gordon asked if she was the owner of Nothing Bundt Cakes, she stated that she was not the owner but was an employee with major safety concerns for all employees and that she was attending the meeting at the request of others to bring these concerns forward. Supervisor Bott stated that he would investigate



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the matter and would determine if additional signage or traffic measures were needed to help address the safety concerns. Kayla added that, after attending and listening to the meeting discussion, she felt it was appropriate to table the resolution regarding the hiring position due to concerns about the lack of education information listed on the candidate's résumé. She stated that, in her opinion, education is an important factor when considering someone for a position of this nature.

Adjournment:

Supervisor Bott made a motion to adjourn the meeting, seconded by **Councilwoman Hoffman**. All Board members present voted **Aye. Motion Carried.**

The meeting was adjourned at **8:53 p.m.**

- **A COMPLETE ACCOUNTING OF ALL DISCUSSIONS ON THE AGENDA IS AVAILABLE TO REVIEW VIA STREAMING ON THE TOWN'S WEBSITE @ THE FOLLOWING ADDRESS: www.northgreenbush.gov**

Respectfully Submitted,
Janice Hannigan Kerwin
Town Clerk, Town of North Greenbush