



**Town of North Greenbush
SPECIAL MEETING
MINUTES
August 6, 2026
6:00 p.m.**

Supervisor Bott called the Special meeting to order at 6:00 P.M. in the matter of appointing the Assistant Director of Finance and led those present in the Pledge of Allegiance. Supervisor Bott asked the Town Clerk, Janice Hannigan Kerwin, to do a roll call. The following Board Members were present.

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

Also present at meeting:

Town Clerk, Janice Hannigan Kerwin

Town Attorney, Nia Cholakis

Comments on the Agenda:

Supervisor Bott asked if there were any comments pertaining to the agenda. No comments were received

New Business:

Supervisor Bott then asked the Town Clerk to read the resolution, after which the Board members present proceeded to vote.



**Town of North Greenbush
SPECIAL MEETING
MINUTES
August 6, 2026
6:00 p.m.**

Resolution 206-08-74: Supervisor Bott made a motion in the matter of the appointment of the Assistant Director of Finance, Megan Lambert, seconded by **Councilwoman Sabo**. All members voted AYE; motion carried.

Adjournment:

Supervisor Bott made amora motion to close the meeting, seconded by **Councilwoman Hoffman**. All members present voted AYE: motion carried. The Special Meeting adjourned at 6:01 P.M.

A complete accounting of all discussions on the agenda is available for review via the meeting video streaming service on the Town's website at www.northgreenbush.gov.

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



**PUBLIC HEARING
MINUTES
Town Board
Town of North Greenbush
August 13, 2026
6:50 p.m.**

Deputy Supervisor Hoffman called the Public Hearings to order 6:52 P.M. Deputy Supervisor Hoffman asked all to rise for the Pledge of Allegiance. Deputy Supervisor Hoffman asked the Town Clerk, Janice Hannigan Kerwin, to do a roll call. The following Board Members were present.

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

Also present at meeting:

Town Clerk, Janice Hannigan Kerwin

Deputy Clerk, Janet Dickinson

Town Attorney, Nia Cholakis

6:50 PM:

To consider Amending 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



**PUBLIC HEARING
MINUTES
Town Board
Town of North Greenbush
August 13, 2026
6:50 p.m.**

Comments on the Agenda:

No comments received.

Discussion:

None

Adjournment:

A motion was made to close the Public Hearing by **Councilperson Hoffman**, seconded by **Councilperson Merola**. All board members voted Aye, motion carried. Meeting ended @ 6:53 p.m.

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

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



**PUBLIC HEARING
MINUTES
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6:50 p.m.**

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

Also present at meeting:

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

6:50 PM:

**To consider Amending 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**



**PUBLIC HEARING
MINUTES
Town Board
Town of North Greenbush
August 13, 2026
6:50 p.m.**

Comments on the Agenda:

No comments received.

Discussion:

None

Adjournment:

A motion was made to close the Public Hearing by **Councilperson Hoffman**, seconded by **Councilperson Merola**. All board members voted Aye, motion carried. Meeting ended @ 6:53 p.m.

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

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



**PUBLIC HEARING
MINUTES
Town Board
Town of North Greenbush
August 13, 2026
6:55 p.m.**

Deputy Supervisor Hoffman called the Public Hearings to order 6:55 P.M. Supervisor Bott asked all to rise for the Pledge of Allegiance. Deputy Supervisor Hoffman asked the Town Clerk, Janice Hannigan Kerwin, to do a roll call. The following Board Members were present.

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

Also present at meeting:

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

6:50 PM:

To consider Amendment to Chapter 189 (Water), Article X, Section 189-26 of the Town Code to Establish and Administrative Relevy Fee



**PUBLIC HEARING
MINUTES
Town Board
Town of North Greenbush
August 13, 2026
6:55 p.m.**

Comments on the Agenda:

No comments received

Discussion:

None

Adjournment:

A motion was made to close the Public Hearing by **Councilperson Merola** seconded by **Councilperson Hoffman**. All board members voted Aye, motion carried. Meeting ended 6:56 p.m.

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

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



**Town Board
Town of North Greenbush
MINUTES
August 13, 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 starts the roll call.

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

Also present at meeting:

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

Announcements from Supervisor:

Supervisor Bott began the meeting with his announcements. He stated that last night was the final Wednesday Night Food Truck Event for the 2026 season. He also noted that this past weekend marked the final weekend of the 2026 Summer Concert Series.

Supervisor Bott continued with his announcements adding that summer camp will also be ending this week and was pleased to report that the summer camp program was a huge success.

Supervisor Bott then called for a moment of silence in memory of Dennis Nagengast, who recently passed away. He recognized Mr. Nagengast for his many years of involvement and contributions to the community.

His final announcement was regarding the upcoming Family Fun Fair, which will be held the weekend of September 11, 12, and 13.



Town Board
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7:00 p.m.

Public comments on Agenda Items:

Joseph Styczynski, Hillview Court, congratulated the new North Greenbush Police Chief, Ray White. He also stated that Rocco Fragomeni, Bob Durivage, and David Keevern were great Police Chiefs.

He continued with questions pertaining to Resolutions 76 and 77 on the agenda. Supervisor Bott explained that there are water meters that are not working properly and, in some instances, the Town is unable to obtain meter readings because homeowners will not allow the Town's Utilities Department access to the property to repair or read the water meters. Supervisor Bott explained that the proposed fee would apply when property owners do not allow the Town's Utilities Department to enter the property to perform the necessary work or obtain a water meter reading. He further explained that additional charges would be placed on the property tax bill for unpaid water usage charges owed to the Town. He added that almost every surrounding town has added a Relevy fee for the processing of unpaid water bills to the Tax bills.

Mr. Styczynski then asked about Resolution 80, specifically who the water extension was for and why it was needed. Supervisor Bott explained that the request involves two separate parcels. The property owners are seeking to connect to the Town water system at their own expense, and all required fees have been paid in full.

Mr. Styczynski then asked a question regarding Resolution 83 on the agenda, which pertains to the appointment of Special Legal Counsel. Nia Cholakis, Town Attorney, explained the reasons for the Special Legal Counsel representing the town for 50 NGB Road PDD. Mr. Styczynski asked what the cost would be and whether there was a line item in the budget for Special Legal Counsel. Supervisor Bott stated that there is a line in the Town budget for this expense, not to exceed \$10,000

New Business:

Resolution 2026-08-75: Supervisor Bott made a motion in the matter of appointing Raymond White to the position of Chief of Police for the Town of North Greenbush, seconded by **Councilwoman Hoffman**. All board members voted Aye by roll call; motion carried.

Resolution 2026-08-76: Supervisor Bott made a motion in the matter of amending 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 Hoffman**. All board members voted Aye by roll call; motion carried.



**Town Board
Town of North Greenbush
MINUTES
August 13, 2026
7:00 p.m.**

Resolution 2026-08-77: Councilwoman Merola made a motion in the matter of amending Chapter 189 (WATER), Article 189-26 of the code of the Town of North Greenbush to establish an Administrative Relevy Fee, seconded by **Supervisor Bott**. All board members voted Aye by roll call; except for 1 Nay from **Councilman Gordon**: motion carried 3 to 1.

Resolution 2026-08-78: Supervisor Bott made a motion in the matter of authorizing the Supervisor to execute an agreement with Capitaland Carnival Company for amusement rides and concessions for the town fair weekend to be held September 11,12 &13, 2026, seconded by **Councilwoman Merola**. All board members voted Aye by roll call; motion carried.

Resolution 2026-08-79: Supervisor Bott made a motion in the matter of approval to advertise for Public Bidding Route 4 Sewer Extension, seconded by **Councilwoman Hoffman**. All board members voted Aye by roll call; motion carried.

Resolution 2026-08-80: Supervisor Bott made a motion in the matter of an Out of District Water user for 226 & 232 Snyders Lake Road, seconded by **Councilwoman Hoffman**. All board members voted Aye by roll call; motion carried.

Resolution 2026-08-81: Supervisor Bott made a motion in the matter of setting a Public Hearing for a Sewer District Extension for 88 Macha Lane, seconded by **Councilwoman Merola**. All board members voted Aye by roll call; motion carried.

Resolution 2026-08-82: Councilwoman Hoffman made a motion in the matter of retaining The Vincelette Law Firm as Special Counsel to the Town of North Greenbush for 2026 Tax Certiorari matters, seconded by **Supervisor Bott**. All board members voted Aye by roll call; motion carried.

Resolution 2026-08-83: Supervisor Bott made a motion in the matter of appointing Special Legal Counsel to represent the Town of North Greenbush in the matter of BDC Vandenburg LLC. Lawsuit, seconded by **Councilwoman Hoffman**. All board members voted Aye by roll call; except **Councilman Gordon** who voted **NO**, motion carried 3 to 1.

Councilwoman Hoffman asked the town attorney why outside Counsel. Nia Cholakis answered that the town needs to answer lawsuit if it can't be resolved.



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7:00 p.m.**

TABLED-Resolution 2026-08-84: In the matter of authoring the town Supervisor to execute a Stormwater Management Facility Maintenance Agreement for Property located 13 Pheasant Lane, 24 Pheasant Lane and 34 Pheasant Lane

Resolution 2026-08-85: Supervisor Bott made a motion in the matter of authorizing the sale and conveyance of approximately 0.558 acres of town-owned Real Property to the adjacent property owner at 4 Crimson Circle, subject to a Permissive Referendum, seconded by **Councilwoman Merola**.

Councilman Gordon asked whether the property was being declared surplus property. Town Attorney Nia Cholakis stated that the Town has no use for the property and that the property is therefore considered surplus.

Councilman Gordon asked who would be responsible for paying for the appraisal. Attorney Cholakis explained that the appraisal cost is included in the sale price, along with the costs necessary to recoup the Town's expenses, including closing costs.

Attorney, Nia Cholakis stated that the required public hearing procedures had been completed. She further advised that the written resolution would be amended to specifically state that the property is surplus property and to revise the first "WHEREAS" clause of the resolution to reflect that the property has been declared surplus. Councilman Gordon asked if Nia was comfortable with the said changes. He then asked if the tax bill will be pro-rated to reflect the sale. Nia stated yes and the proper procedure has been explained and will be revised in the resolution. Councilman Gordon just wanted to make sure it is being done properly.

A motion was made **Councilman Gordon** to do the changes to the resolution, seconded by **Supervisor Bott**. All board members voted Aye by roll call; motion carried.

The board went back to resolution 2026-08-85, and the clerk re-read the resolution below.

Resolution 2026-08-85: Supervisor Bott made a motion in the matter of authorizing the sale and conveyance of approximately 0.558 acres of town-owned Real Property to the adjacent property owner at 4 Crimson Circle, subject to a Permissive Referendum, seconded by **Councilwoman Merola**. All board members voted Aye by roll call; motion carried.



**Town Board
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7:00 p.m.**

Resolution 2026-08-86: Councilwoman Merola Made a motion in the matter of ratifying and authorizing the payment of 1,000 to Conti Appraisal & Consulting, LLC. For an appraisal of Town-Owned property adjacent to 4 Crimson Circle, seconded by **Supervisor Bott**. All board members voted Aye by roll call; motion carried.

Resolution 2026-08-87: Supervisor Bott made a motion in the matter of authorizing the extension of a temporary construction easement, seconded by **Councilwoman Hoffman**. All board members voted Aye by roll call; motion carried.

Department Reports:

Supervisor Bott asked that each board member review at their leisure the reports in their meeting folder.

Approval of Minutes:

Supervisor Bott made a motion to accept the minutes from last month's meeting, seconded by **Councilwoman Merola**. The special meeting minutes will be read next month. All board members voted Aye by roll call; motion carried.

Public comment on town business:

1.) **Joseph Styczynski, Hillview Court**, asked why the Town held a special meeting the previous week and what the reason for the meeting was. Supervisor Bott explained that the special meeting was being held for the appointment of the Assistant Director of Finance. He stated that the Finance Office needed additional help due to a shortage of employees and the resulting backlog of everyday paperwork and responsibilities. Supervisor Bott explained that, after the Board reviewed the candidate's resume from the tabled resolution in July, they wanted her to begin working as soon as possible because the office needed additional assistance to process the daily paperwork and help the department catch up. Mr. Styczynski commented, asking whether the Board waited until some of the Board members were on vacation before holding the vote at the special meeting.

Mr. Styczynski also asked for an update regarding the retaining wall at 78 WSL Road. Eric Westfall stated that the builder is waiting for the ground to dry out following the recent rainfall before beginning the project. Town Engineer, Eric Westfall explained that the landscaping wall will be removed and lowered to install the necessary drainage.



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His next comment was on the monthly meeting minutes from June that were approved, he wants them changed as the Board provided no answer on the unauthorized spending. He wants an answer on who authorized the spending. No comment was made by the board.

He added that he is still waiting on the certified payroll from the Freedom of Information and will continue to follow up the NYS Labor Department, as his investigation for the documents continue.

Councilman Gordon stated that he had contacted the Town Attorney and requested statements from all parties involved with the project to address and defend the actions that were taken. He stated that the community should be proud of the building at the lake; however, due to the situation involving unauthorized spending, he said that the community has not had that opportunity. He also noted that a ribbon-cutting ceremony had not been held and stated that the town's residents deserve an explanation. Mr. Styczynski stated to Councilman Gordon that he looked forward to receiving the answer.

2.) Michael Carey, West Sand Lake Road, stated that he agreed with Councilman Gordon's comments and said that the community wants answers. Mr. Carey stated that he is familiar with certified payroll requirements and understands that there are multiple steps involved in the process, including the reporting of hourly wages, cash payments, and supplemental benefits for State contracts with certified payroll.

Mr. Carey's next comment concerned letters he had received regarding his Freedom of Information Law (FOIL) requests. Town Clerk Janice Hannigan Kerwin immediately spoke up and stated for the record that the letters were **not AI-generated**, but were written directly by the Town Attorney, Nia Cholakis.

The Town Clerk explained that, as stated in the response from the Town Attorney, the FOIL request had been completed and closed. The Town does not create or generate documents for the purpose of responding to a FOIL request, and Mr. Carey has been provided with all records that the Town had located and that were responsive to his request.

Mr. Carey expressed his disagreement with the response and continued to state that the FOIL request was not closed and remained open. After the continued discussion, the Town Clerk, out of frustration, asked Town Attorney Nia Cholakis to prepare a written response advising Mr. Carey that the FOIL request was closed and complete following the Town's lengthy and continuous searches for the records he was requesting and believed the Town should have.



**Town Board
Town of North Greenbush
MINUTES
August 13, 2026
7:00 p.m.**

Councilman Gordon asked Town Comptroller, Eryne Foster, for an update on the Town's financials. Mr. Foster stated that there were formula errors in the 2026 budget that will be corrected as part of the 2027 budget process. He explained that the corrections currently show approximately \$30,000 in the Town's favor.

Mr. Foster stated that he has slowed down purchases and that the Town is not making any special or unnecessary expenditures while she works with the CPA firm to review and reconcile the finances.

Councilman Gordon asked when the Board could expect a corrected financial report and stated that he would like to see the actual dollar amounts. Eryne also noted that the previous Comptroller handled payments differently. He explained that the prior Comptroller processed expenditure through the General Fund and then showed which account the expense should ultimately be charged to. The town's Comptroller stated that this method was not necessarily wrong but was different from the current process.

Councilman Gordon questioned why the CPA firm had not explained this difference to the Board. Ms. Foster stated that he is currently working with the CPA firm to determine what occurred and to get to the bottom of the Town's financial records.

Ms. Foster stated that the financial update should be placed on the agenda for the September's meeting. He reported that he has completed 7 months of financial data and will have an update regarding the 2027 budget at that time.

Councilman Gordon also spoke about the auditors and questioned their process. Comptroller Eryne Foster stated that he would not speak on behalf of the CPA firm or answer questions regarding the firm's auditing process.

After all comments regarding town business had been made, Supervisor Bott announced that the Board would be entering into an Executive Session. He stated that no votes would be taken during the Executive Session and that members of the public could leave if they wished, as this would conclude the regular Town Board meeting.

Executive Session:

Supervisor Bott made a motion to go into Executive Session, seconded by **Councilwoman Hoffman**. Executive session started at 8:01 p.m.



**Town Board
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7:00 p.m.**

The Board returned from Executive Session at 9:19 p.m. and **Supervisor Bott** made a motion to close the Executive Session, seconded by **Councilwoman Merola**. All board members voted Aye by roll call; motion carried.

Adjournment:

Supervisor Bott made a motion to adjourn the meeting @ 9:19 p.m. seconded by **Councilwoman Merola**. All board members voted Aye by roll call; motion carried.

- **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