



**Town Board  
Town of North Greenbush  
Agenda  
January 08, 2025  
7:00 p.m.**

**CALL TO ORDER  
PLEDGE OF ALLEGIANCE  
ROLL CALL**

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

**Announcements from Supervisor:**  
**Public comments on Agenda Items:**  
**New Business:**

- 1.) Resolution 2026-01-01:** In the matter of the approval of official undertakings
- 2.) Resolution 2026-01-02:** In the matter of approving a contract with The North Greenbush Ambulance Association
- 3.) Resolution 2026-01-03:** In the matter of the adoption of Procurement, Credit Card and Investment Policies and Procedures as written
- 4.) Resolution 2026-01-04:** In the matter of the authorizing tax collection at Pioneer Branch locations
- 5.) Resolution 2025-01-05:** In the matter of establishing an increase in the town water user rates pursuant to an increase by the City of Troy for water purchases



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- 6.) **Resolution 2026-01-06:** In the matter of appointing a Dog Sheltering Agreement between Robert Guyer and the Town of North Greenbush
- 7.) **Resolution 2026-01-07:** In the Matter of Authorizing Town Supervisor to enter into a Shared Services Agreement with Town of East Greenbush, Town of Schodack and City of Rensselaer for the purpose of exploring Grant opportunities relative to developing a law enforcement training center for range training
- 8.) **Resolution 2026-01-08:** In the matter of scheduling a Public Hearing on a Local Law amendment on Quackenderry Common PDD
- 9.) **Resolution 2026-01-09:** In the matter of the adoption of a Negative Declaration relating to an amendment to Local Law #1 of 2020 entitled 50 North Greenbush Road and Vicinity Planned Development District
- 10.) **Resolution 2026-01-10:** In the matter of approving/not approving the application for the third amendment of the 50 North Greenbush Road and Vicinity Planned Development District

**Department Reports:**

**Approval of Minutes:**

Approval of all December 2026 meeting minutes

**Discussion:**

**Adjournment:**



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**Organizational Meeting**  
**AGENDA**  
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**ROLL CALL:**

|                      |       |
|----------------------|-------|
| Supervisor Bott      | _____ |
| Councilwoman Hoffman | _____ |
| Councilwoman Merola  | _____ |
| Councilman Gordon    | _____ |
| Councilwoman Sabo    | _____ |

**ADOPTION OF RULES OF ORDER AND MEETING PROCEDURES**

Attached

**ESTABLISHMENT OF TOWN BOARD MEETINGS**

2<sup>nd</sup> Thursday of every month at 7PM

**DESIGNATION OF OFFICIAL TOWN BUSINESS HOURS**

8:00AM through 4:00PM Monday through Friday

**DESIGNATION OF OFFICIAL BANKS**

Pioneer Bank, Key Bank, M&T Bank, Chase Bank, New York State Liquid Asset Fund

**DESIGNATION OF OFFICIAL NEWSPAPER**

The Record

**ESTABLISHING A RATE FOR MILAEGE**

72.5¢ per mile



**NORTH GREENBUSH TOWN BOARD  
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**SUPERVISOR APPOINTMENTS**

APPOINTMENT OF DEPUTY TOWN SUPERVISOR  
(Appointed as Deputy Supervisor by letter to the Town Clerk)

01/01/26 – 12/31/26

**KELLY HOFFMAN**

CONFIDENTIAL ASSISTANT TO THE SUPERVISOR  
PART TIME PER BUDGET BI-WEEKLY

01/01/26 – 12/31/26

**KATHLEEN ALLEN**

APPOINTMENT OF TOWN HISTORIAN  
PER BUDGET

01/01/26 - 12/31/26

**JAMES GREENFIELD**

APPOINTMENT OF REGISTRAR  
SALARY PER BUDGET BI-WEEKLY

01/01/2026 – 12/31/2027

**JANICE HANNIGAN KERWIN**

APPOINTMENT OF DEPUTY REGISTRARS  
(2) PART TIME SALARY PER BUDGET BI-WEEKLY

01/01/2026 – 12/31/2027

**JANET DICKINSON**

**JAMES MINER**

**TOWN CLERK APPOINTMENTS**

APPOINTMENT OF DEPUTY TOWN CLERKS  
(2) PART TIME SALARY PER BUDGET BI-WEEKLY

01/01/26 – 12/31/27

**JANET DICKINSON**

**JAMES MINER**



**NORTH GREENBUSH TOWN BOARD**  
**Organizational Meeting**  
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**TOWN BOARD APPOINTMENTS:**

APPOINTMENT OF TOWN ATTORNEY  
PER BUDGET  
01/01/2026 – 12/31/2026  
**NIA CHOLAKIS**

APPOINTMENT OF DEPUTY TOWN ATTORNEY FOR COURT CASES  
PER BUDGET MONTHLY  
01/01/26 - 12/31/26  
**HENRY BAUER**

APPOINTMENT OF DEPUTY TOWN ATTORNEY – PLANNING BOARD  
PER BUDGET MONTHLY  
01/01/26 – 12/31/26  
**PHIL DANAHER**

APPOINTMENT OF DEPUTY TOWN ATTORNEY – ZONING BOARD  
PER BUDGET MONTHLY  
01/01/26 – 12/31/26  
**AI KOWLAKOWSKI**

APPOINTMENT OF DIRECTORS OF FINANCE  
PER BUDGET BI-WEEKLY  
01/01/26 – 12/31/26  
**ERICA QUINN**  
**JENNIFER BROWE**

APPOINTMENT OF DEPUTY RECEIVER OF TAXES  
PER BUDGET MONTHLY PART-TIME  
01/01/26 – 12/31/26  
**KATHLEEN ALLEN**



**NORTH GREENBUSH TOWN BOARD**  
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**APPOINTMENT OF COURT SECRETARY TO TOWN JUSTICES**  
**(2) SALARY PER BUDGET BI-WEEKLY FULL TIME**

**01/01/26-12/31/26**

**MARIE BARBERA**

**MEGHAN KING**

**APPOINTMENT OF TOWN ENGINEER**  
**PER BUDGET MONTHLY**

**01/01/26 - 12/31/26**

**ERIC WESTFALL**

**APPOINTMENT OF PART TIME UTILITIES INSPECTOR**  
**PER BUDGET BI-WEEKLY**

**01/01/26 - 12/31/26**

**PAUL PATTI**

**APPOINTMENT OF PART TIME STORM WATER COMPLIANCE ASSISTANT**  
**PER BUDGET MONTHLY**

**01/01/2026 – 12/31/2026**

**SETH PARROTTINO**

**APPOINTMENT OF DIRECTOR OF TOWN SERVICES**  
**FULL TIME PER BUDGET BI-WEEKLY**

**01/01/26 - 12/31/26**

**WILLIAM MILLER**

**APPOINTMENT OF WORKING UTILITY SUPERVISOR**  
**PER BUDGET BI-WEEKLY**

**01/01/26 - 12/31/26**

**KEITH HANKLE**

**APPOINTMENT OF UTILITY MAINTENANCE OPERATOR**  
**PER BUDGET BI-WEEKLY**

**01/01/26 - 12/31/26**

**GREGORY SPENCER**



**NORTH GREENBUSH TOWN BOARD**  
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**APPOINTMENT OF UTILITIES LABORER/MAINTENANCE**  
**PER BUDGET BI-WEEKLY**  
**01/01/2026 – 12/31/2026**  
**PAUL GIACOMARO**

**APPOINTMENT OF PART-TIME LABORER**  
**(2) PER BUDGET BI-WEEKLY**  
**01/01/26 - 12/31/26**  
**PAT SICKLES**

**APPOINTMENT OF FULL - TIME LABORER**  
**PER BUDGET BI-WEEKLY**  
**01/01/2026 – 12/31/2026**  
**CHARLES DENUE**

**APPOINTMENT OF SECRETARY TO THE ZONING BOARD OF APPEALS**  
**AND PLANNING BOARD PER BUDGET MONTHLY**  
**01/01/26 - 12/31/26**  
**LEANNE HANLON**

**APPOINTMENT OF ZONING BOARD OF APPEALS CHAIRMAN (1 YEAR)**  
**PER BUDGET MONTHLY**  
**01/01/26 - 12/31/26**  
**RICHARD FRENCH**

**APPOINTMENT OF ZONING BOARD MEMBER**  
**PER BUDGET MONTHLY**  
**01/01/26 - 12/31/30**  
**RAYMOND HOFFMAN**

**APPOINTMENT OF PLANNING BOARD CHAIRMAN (1 YEAR)**  
**PER BUDGET MONTHLY**  
**01/01/26 - 12/31/26**  
**MARK LACIVITA**



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**APPOINTMENT OF PLANNING BOARD**  
**PER BUDGET MONTHLY**  
**01/01/26 - 12/31/30**  
**MARY JUDE FOLEY**

**APPOINTMENT OF SECRETARY - BOARD OF ASSESSMEN REVIEW**  
**PER BUDGET BY MEETING**  
**01/01/26 - 12/31/26**  
**MICHELLE WESSELS**

**APPOINTMENT OF DOG CONTROL OFFICER**  
**PER BUDGET MONTHLY**  
**01/01/26 - 12/31/26**  
**BOB GUYER**

**APPOINTMENT OF ALTERNATE DOG CONTROL OFFICERS**  
**PER BUDGET MONTHLY**  
**01/01/26 - 12/31/26**  
**TONIA GUYER**

**APPOINTMENT OF DEPUTY HIGHWAY SUPERINTENDENT**  
**PART TIME PER BUDGET BI-WEEKLY**  
**01/01/26 - 12/31/26**  
**MARK PREMO**

**APPOINTMENT OF HIGHWAY DEPARTMENT SECRETARY**  
**FULL TIME PER BUDGET BI-WEEKLY**  
**01/01/26 - 12/31/26**  
**APRIL HOLMES**





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**APPOINTMENT OF CONSULTING ENGINEERS**

**CT MALE, CLOUGH HARBOUR, CAMP, DRESSER AND MCKEE, LABERGE,  
ERDMANN ANTHONY, CREIGHTON MANNING (CME),  
BARTON AN LOGUIDICE**

**RESOLUTION AUTHORIZING PETTY CASH FUNDS**

|                        |          |
|------------------------|----------|
| TOWN CLERK'S OFFICE    | \$200.00 |
| TOWN JUSTICE OFFICE    | \$200.00 |
| TOWN POLICE DEPARTMENT | \$200.00 |

**ADDITIONAL COMMITTEE/BOARD APPOINTMENTS FOR 2026**

**Town Disaster Plan Committee**

Supervisor Joseph Bott, Chair

Eric Westfall

Chief David Keevern

Michael Martinez

**Volunteer Staff**

Eric Cioff

**Public Safety Committee**

Councilwoman Kelly Hoffman, Chair

Kathy Allen

Jim Schirmer

Chief David Keevern

Bob Durivage

Michael Masone

Bill Stewart

Dan Wilson Jr.

Michael Martinez



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**Youth and Recreation Committee**

Councilwoman Jessica Merola, Chair  
Kyle McCauley Belokopitsky  
Raymond Hoffman  
Victoria Roberts  
Sean Robert

**Board of Ambulance Commissioners**

(5) Board of Ambulance Commissioners, at least (1) shall be a Town Board Member  
James Gordon (Town Board Member) 1/1/26 - 12/31/26

|                   |                   |
|-------------------|-------------------|
| Steve Kraz, Chair | 1/1/2026-12/31/26 |
| Steve Kraz        | 1/1/25 - 12/31/27 |
| Kevin Seidan Jr.  | 1/1/25 - 12/31/26 |
| Michael Masone    | 1/1/24 - 12/31/26 |
| John Sroka        | 1/1/24 - 12/31/26 |

**Industrial Development Agency (IDA)**

Tom Hurbanek, Chair  
John Panichi  
Paul Lombardi  
Brendan Casey

**Highway/Utilities Committee**

Supervisor Joseph Bott, Chair  
Dave Wilson  
Gaetano Tedesco  
Michael Martinez  
Joe Deeb

**Volunteer Staff**

Keith Hankle



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**Human Resource/Finance Committee**

Supervisor Joseph Bott, Chair  
Michael Chaires  
Mark Ahern  
Erica Quinn  
Jennifer Browe

**Board of Ethics**

|                           |                   |
|---------------------------|-------------------|
| Stephen Kraz, Chair       | 1/1/26 - 12/31/26 |
| Michael Masone            | 1/1/24 - 12/31/26 |
| Doug Pinzer               | 1/1/25 - 12/31/27 |
| Bryan Goldberger, Counsel | 1/1/26 – 12/31/26 |

**Climate Smart Committee**

Councilwoman Merola, Chair  
Karl Lampson  
Morgan Ruthman  
David Wilson  
Mark Premo  
Eric Westfall  
Victoria Roberts

**ADJOURNMENT:**