



**NORTH GREENBUSH TOWN BOARD
Organizational Meeting
MINUTES
January 08, 2026
6:30 P.M.**

CALL TO ORDER:

Supervisor Bott opened the Organizational meeting @ 6:30 p.m. and asked all in attendance to stand for the Pledge of Allegiance.

ROLL CALL:

Roll Call was taken by Town Clerk, Janice Hannigan Kerwin

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

Supervisor Bott made a motion for 3 changes to the Organizational agenda, seconded by **Councilwoman Hoffman**. All members voted Aye; motion carried.

Below are the 3 changes:

1st change was to the Board of Ambulance Commission. Councilman Gordon as Chair.

2nd change was adding Fred Kirwan as Counsel to the Board of Ethics.

3rd and final change to have Councilwoman Sabo as Chair to the Climate Smart Committee.

ADOPTION OF RULES OF ORDER AND MEETING PROCEDURES

Attached

ESTABLISHMENT OF TOWN BOARD MEETINGS

2nd Thursday of every month at 7PM



**NORTH GREENBUSH TOWN BOARD
Organizational Meeting
MINUTES
January 08, 2026
6:30 P.M.**

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

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



**NORTH GREENBUSH TOWN BOARD
Organizational Meeting
MINUTES
January 08, 2026
6:30 P.M.**

Continued Town Board Appointments

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

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



**NORTH GREENBUSH TOWN BOARD
Organizational Meeting
MINUTES
January 08, 2026
6:30 P.M.**

Continued Town Board Appointments

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 BROWNE

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

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



**NORTH GREENBUSH TOWN BOARD
Organizational Meeting
MINUTES
January 08, 2026
6:30 P.M.**

Continued Town Board Appointments

APPOINTMENT OF DIRECTOR OF TOWN SERVICES
FULL TIME PER BUDGET BI-WEEKLY
01/01/26 – 04/30/26
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

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



**NORTH GREENBUSH TOWN BOARD
Organizational Meeting
MINUTES
January 08, 2026
6:30 P.M.**

Continued Town Board Appointments

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

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

APPOINTMENT OF SECRETARY - BOARD OF ASSESSMENT 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



**NORTH GREENBUSH TOWN BOARD
Organizational Meeting
MINUTES
January 08, 2026
6:30 P.M.**

Continued Town Board Appointments

**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**

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



**NORTH GREENBUSH TOWN BOARD
Organizational Meeting
MINUTES
January 08, 2026
6:30 P.M.**

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

Youth and Recreation Committee

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



**NORTH GREENBUSH TOWN BOARD
Organizational Meeting
MINUTES
January 08, 2026
6:30 P.M.**

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: motion made to Councilman Gordon, CHAIR

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

Human Resource/Finance Committee

Supervisor Joseph Bott, Chair

Michael Chaires

Mark Ahern

Erica Quinn

Jennifer Browne

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 motion made to Fred Kirwin, COUNSEL



**NORTH GREENBUSH TOWN BOARD
Organizational Meeting
MINUTES
January 08, 2026
6:30 P.M.**

Climate Smart Committee

*Councilwoman Merola, Chair, Motion made to Councilwoman Sabo, CHAIR

Karl Lampson

Morgan Ruthman

David Wilson

Mark Premo

Eric Westfall

Victoria Roberts

Supervisor Bott made a motion to accept the Organization Agenda, with changes, as written, seconded by **Councilwoman Hoffman**. All members voted Aye; except for Councilwoman Hoffman who abstain to the Zoning Board appointment of her son, motion carried.

Supervisor Bott made a motion to close the meeting and adjourn, seconded by **Councilwoman Merola**. All members voted Aye; motion carried.

ALL CHANGES MADE TO THE AGENDA WILL BE HIGHLIGHTED IN YELLOW AND IN RED.

- **COMPLETE ACCOUNTING OF ALL DISCUSSIONS ON THE AGENDA ARE AVAILABLE TO REVIEW VIA STREAMING ON THE TOWN'S WEBSITE.**

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



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

Supervisor Bott called the meeting to order @ 7:00 P.M. and led all 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>Present</u>
Councilman Gordon	<u>Present</u>

Also present at meeting:

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

Supervisor Bott stated with it the beginning of the year there aren't many announcements at this time. He went directly into asking if anyone had comments from the public.

Public Comment:

John Laffer, Attorney for development for the 50 North Greenbush Road Project. He stated their reasons why they should be able to continue to rent and stated the many positive things that have been done for the surrounding homes. For example, the added greenery and trees added trees and better entrance for all to use. He stated how the company borrowed 60 million to build rentals and they received a letter stating that they could rent from the building department. If a denial is issued, it will be arbitrary, as there has been no issue with renters. This project is a



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

high-end project. Councilwoman Sabo asked if he has a copy of such letter. He passed the letter out to the board. (The letter will be submitted in the permanent minutes by the Clerk)

Kathleen Allen, North Greenbush Ambulance President. She wanted to thank the board and the town Attorney for the continual efforts of negotiating the contract with the town. She asked the board to allow for more time for their attorney to review the contract before signing. Councilman Gordon asked the Town Attorney, Nia Cholakis if this was possible. Nia stated that there are no issues with waiting to continue with the contract.

People who spoke on 50 North Greenbush Road Development:

Michael Espazito, Stacey Way.

Colton Hill, Developer.

Cindy Harnish, Stacey Way.

Joe Styczynski, Hillview Court.

The board members asked several questions concerning whether the developer tried to sell the homes. Colton Hill stated it just would be feasible for them to sell as they would not be able to sell for the price it cost to build. Additional questions concerning when he realized he had to be owner occupied and why he continued to rent them as he knew they could not be rentals due to the town code. Council members asked if he has used a broker to try and sell or even advertise the home. Colton stated NO, because he knows they will not sell for more than the cost to build, he has been told this several times. Colton stated he actual already fixed the entrance coming in from Glenmore Road.

Michaeael Epsito, board member of the HOA, stated he even tried to bribe the HOA with trees and grass.

Jack, President of the HOA, stated he heard Colton bribing the board with sidewalks and trees and road enhancements. He hopes it is in the permanent minutes of the meeting.

The Town Attorney, Nia Cholakis, stated that a PDD is to benefit the public, do not misinterpret that with a bribe. It is put out as a public benefit to the town clearly and legally.



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

A lengthy discussion was conducted by the residents of Stacey and Colton Hill. He explained his reasons for the development being done the way it is and the things he has tried to do for them by enhancing the grounds and roads in the neighborhood. He plows and even plants trees. There are decks built on his property and have not made them remove them. He is trying to work with the HOA; his renters are professionals and there are no student rentals there. This is a high-end development, so that it has only professional financial people renting. While they disagreed and stated they did not buy and build there to have renters next door, as the town code states owner occupied only and they feel that it changes the whole neighborhood dynamics by rentals.

Councilwoman Hoffman and Merola continued to ask questions about why sales were not publicized as the rentals are. Jack, the president of the HOA, stated that he is still advertising rentals and it

He stated they are only 1 year, yet when you contact them, you are told 24 months.

Supervisor Bott stated that he wanted to make it clear that Local Law amendment for 2020 associated to 50 North Greenbush Road PDD was not entered by E-Codes online properly. They are working with E-Codes to rectify this issue.

***A full account of all discussions is available on the town's website via streaming. www.northgreenbush.gov**

***Supervisor Bott** made a motion to table resolution 2026-01-09 and resolution 2026-01-10, pertaining to the 50 North Greenbush Road, seconded by **Councilwoman Hoffman**. Members present voting on roll call, which resulted as follows: **Motion carried 3 to 2.**

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



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

The Town Attorney, Nia Cholakis, will work with John with no more rentals.

New Business:

Resolution 2026-01-01: **Councilwoman Merola** made a motion in the matter of the approval of official undertakings, seconded by **Councilwoman Hoffman**. All board members voted Aye by roll call, motion carried.

Resolution 2026-01-02: **Supervisor Bott** made a motion to amend the wording and accept the matter of approving a contract with The North Greenbush Ambulance Association, seconded by **Councilwoman Merola**. All board members voted Aye by roll call, motion carried.

Resolution 2026-01-03: **Councilman Gordon** made a motion in the matter of the adoption of Procurement, Credit Card and Investment Policies and Procedures as written, seconded by **Supervisor Bott**. All board members voted Aye by roll call, motion carried.

Resolution 2026-01-04: **Supervisor Bott** made a motion in the matter of the authorizing tax collection at Pioneer Branch locations, seconded by **Councilwoman Hoffman**. All board members voted Aye by roll call, motion carried.

Resolution 2025-01-05: **Councilwoman Merola** made a motion 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, seconded by **Supervisor Bott**. All board members voted Aye by roll call, motion carried.

Resolution 2026-01-06: **Supervisor Bott** made a motion in the matter of appointing a Dog Sheltering Agreement between Robert Guyer and the Town of North Greenbush, seconded by **Councilwoman Hoffman**. All board members voted Aye by roll call, motion carried.



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

Resolution 2026-01-07: Supervisor Bott made a motion 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, seconded by **Councilwoman Merola**. All board members voted Aye by roll call, motion carried.

Resolution 2026-01-08: Councilwoman Sabo made a motion in the matter of scheduling a Public Hearing on a Local Law amendment on Quackenderry Common PDD, seconded by **Councilman Gordon**. All board members voted Aye by roll call, motion carried.

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 TABLED

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 TABLED

Department Reports:

Supervisor Bott asked the board members to review the Departmental Reports in their folders at their leisure.

Approval of Minutes:

Councilwoman Sabo made a motion to accept the December 2026 meeting minutes, seconded by **Councilwoman Merola**. All board members voted Aye; motion carried.

Discussion:

Joe Styczynski, Hillview Court, wanted to discuss 78 WSL Road. from the November meeting you, (Supervisor) was going to work on a plan. Supervisor Bott stated yes, they are working to update the Comprehensive Plan, they will not spot zone. Nia Cholakis, Town Attorney, said that they are working this month for the grant.



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

Mr. Styczynski stated he would like the property at 78 WSL Road to state that it is R4 not R1. It is in a R1 zone area. The house has been a 4 unit since before the building Department existed and has had 4 units of water and sewer, per back research. He reached out to Richard French, Zoning Board Chair, and he stated the Building Dept. has no opinion on zoning & development. Nia Cholakis, Town Attorney, stated that you go to the Building Department for direction and guidance when building. She added that the building is coded and has been 4 units. Mr Styczynski says it is illegal and Nia said no it is not. Joe continued to ask an additional question pertaining to Dedrick Park. What capacity of the Dedrick Building had a General Contractor or was it the Town's Engineer. Supervisor Bott stated we did it all and used the resources we had and saved money by doing so. Mr. Styczynski stated that in April 2019 the Engineer stated he would never do business for the town. Councilperson Sabo spoke up and clarified the statement as never doing his private employment, not as a town employee. Mr. Styczynski added that he should never have done it for the town either. The town Attorney asked if he could give reference as to why? Mr. Styczynski gave her an AI overview. The town Attorney stated no section can be found, but she will look into it.

Michael Carey, West Sand Lake Road, started off about his Freedom of Information he has not yet received completed yet. Town Clerk, Janice Hannigan Kerwin, spoke up and commented that a response was sent via email for additional time to complete his request. Mr. Carey agreed but wanted to understand why it was taking so long for payroll list. He stated that advertisement was done illegally, prevailing rates.

Adjournment:

Supervisor Bott made a motion to adjourn the meeting, seconded by **Councilwoman Sabo**. All board members voted Aye, motion carried. Meeting was closed at 8:16 P.M.



**Town Board
Town of North Greenbush
MINUTES
January 08, 2025
7:00 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