

At a regular meeting of the
Town Board of the Town of
North Greenbush, held at
7:00 P.M. August 20, 2025, at
the Town Offices

**IN THE MATTER OF AUTHORIZING CONSULTANT AGREEMENT
FOR ROUTE 4 SIDEWALK CONTINUITY PROJECT**

WHEREAS, in connection with a federal-aid project funded through the New York State Department of Transportation (“NYSDOT”), the Town of North Greenbush has sought to engage the services of a Consultant Engineer to complete the design for the Route 4 Sidewalk Continuity Project; and

WHEREAS, the Project is intended to construct approximately 2,800 linear feet of new ADA-compliant sidewalks and curb ramps on the west side of Route 4 from Highland Acres to the Glenmore Road/NY Route 136 Roundabout in the Town; and

WHEREAS, in accordance with required consultant selection procedures, including applicable requirements of NYSDOT and/or the Federal Highway Administration (“FHWA”), the Town has selected Crieghton Manning Engineering & Surveying, PLLC to perform design services; and

WHEREAS, the Consultant Engineering Agreement with Creighton Manning for preliminary and final design of the Project is for a maximum amount of \$213,800; and

WHEREAS, the Consultant Engineering Agreement has been placed on file with the Town Clerk; and

NOW THEREFORE BE IT RESOLVED, by the Town Board of the Town of North Greenbush, that the Supervisor or the Comptroller is authorized to execute the Consultant Engineering Agreement with Creighton Manning, in substantially the form on file with the Town Clerk with such changes as may be approved by the Town Attorney.

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

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

RESOLUTION 2025-08-80

At a regular meeting of the
Town Board of the Town of
North Greenbush, held at
7:00 P.M. August 20, 2025 at
the Town Offices

**IN THE MATTER OF AUTHORIZING EXECUTION OF
LICENSE AGREEMENTS FOR 95 WILLIAMS ROAD**

WHEREAS, pursuant to a deed dated April 6, 1993, the Town of North Greenbush acquired real property commonly known as Twin Town Little League located at 95 Williams Road, which deed is conveyed for the purpose of being used for recreational purposes.

WHEREAS, in the past there was an agreement between the Town and Twin Town Little League and the Athletics (collectively, the "Leagues") which has expired; and

WHEREAS, the Town and the Leagues have agreed to enter into license agreements for the purposes of identifying the rights and obligations of the parties; and

WHEREAS, the License Agreement has been placed on file with the Town Clerk; and

NOW THEREFORE BE IT RESOLVED, by the Town Board of the Town of North Greenbush, that the Supervisor or the Comptroller is authorized to execute the License Agreements with the Leagues, in substantially the form on file with such changes as may be approved by the Town Attorney; and be it further

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

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

RESOLUTION 2025-08-81

At a Meeting of the Town Board of the Town
of North Greenbush, held on August 20, 2025,
at 7:00 P.M. at the Town Offices

**AUTHORIZING THE RELOCATION OF
FOREST HILLS EASEMENT**

WHEREAS, the Town of North Greenbush approved a 10-lot subdivision plat prepared by Hershberg & Hershberg, dated September 26, 2007, last dated June 27, 2008 (the "Plat"), known as Forest Hills a/k/a Forest Meadows on June 4, 2007 (the "Project"); and

WHEREAS, pursuant to the Subdivision Plat, a 20-foot utility and access easement was to be granted to the Town of North Greenbush between Lots 10 and 12 as shown on the Plat; and

WHEREAS, the Developer has requested that the 20-foot easement be relocated from between Lots 10 and 12 as shown on the Plat so that a purchaser of both Lots 10 and 12 could build a single home covering both of the lots; and

WHEREAS, the 20-foot easement would be relocated to between Lots 8 and 10 so as to provide future utilities to the land located to the south of the Project; and

WHEREAS, the Town Board is desirous of terminating the original easement and accepting a new easement between Lots 8 and 10; and

NOW, THEREFORE, BE IT RESOLVED that, the Town Board does hereby agree to terminate the 20-foot easement between Lots 10 and 12 as shown on the Plat, and

BE IT FURTHER RESOLVED, that, the Town Board does hereby agree to accept a 20-foot access and utility easement between Lots 8 and 10 as shown on the Plat; and

BE IT FURTHER RESOLVED that, upon review and approved by the Town Attorney, Supervisor Bott or his designee is hereby authorized to execute the easement, the termination of the easement and all documents relating thereto; and

BE IT FURTHER RESOLVED that the Town Board directs that the documents be recorded in the Rensselaer County Clerk's Office at the cost and expense of the Developer.

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

Joseph Bott III, Supervisor	<u>AYE</u>
Kelly Hoffman, Councilperson	<u>AYE</u>
Jim Gordon, Councilperson	<u>AYE</u>
Jessica Merola, Councilperson	<u>AYE</u>
Mary Frances Sabo, Councilperson	<u>ABSENT</u>

RESOLUTION 2025-08-82

At a Meeting of the Town Board of the Town
of North Greenbush, held on August 20, 2025,
at 7:00 P.M. at the Town Offices

**AUTHORIZING ACQUISITION OF
RAYS WAY EASEMENT**

WHEREAS, Rays Way is a road located in the Town of North Greenbush upon which there are located residential dwellings and a commercial building; and

WHEREAS, the structures are currently serviced by municipal water; and

WHEREAS, there appears to never have been an access and utility easement covering Rays Way; and

NOW, THEREFORE, BE IT RESOLVED that, the Town Board does hereby accept an access and utility easement on Rays Way to cover the entirety of the road and the portions of the private property adjacent to the road upon which any town infrastructure is located; and

BE IT FURTHER RESOLVED that, upon review and approved by the Town Attorney, Supervisor Bott or his designee is hereby authorized to execute the easement and all other documents relative thereto, and

BE IT FURTHER RESOLVED that the Town Board directs that easement and relative documents be recorded in the Rensselaer County Clerk's Office at the cost and expense of the property owners granting the easement.

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

Joseph Bott III, Supervisor	<u>AYE</u>
Kelly Hoffman, Councilperson	<u>AYE</u>
Jim Gordon, Councilperson	<u>AYE</u>
Jessica Merola, Councilperson	<u>AYE</u>
Mary Frances Sabo, Councilperson	<u>ABSENT</u>

RESOLUTION 2025-08-83

At a Regular Meeting of
the Town Board of the
Town of North Greenbush
held at 7:00 p.m. on August
20, 2025 at the Town Offices

**IN THE MATTER OF RETAINING THE
VINCELETTE LAW FIRM AS SPECIAL COUNSEL
TO THE TOWN OF NORTH GREENBUSH FOR
2025 TAX CERTIORARI MATTERS**

WHEREAS, on or before July 31, 2025, the Town Clerk and/or the Town Assessor were served with Petitions filed in Rensselaer County Supreme Court challenging the 2025 Assessments of various properties within the Town of North Greenbush, and

WHEREAS, the Town of North Greenbush requires legal services from Special Counsel pertaining to Tax Certiorari matters;

WHEREAS, The Vincelette Law Firm specializes in the area of Tax Certiorari proceedings and is currently working with the Town on certain Tax Certiorari matters pertaining to prior years;

NOW, THEREFORE, BE IT RESOLVED that, the Town Board hereby retains The Vincelette Law Firm as Special Counsel to the Town of North Greenbush, to provide legal services pertaining to 2025 Tax Certiorari matters at the current rate being paid to The Vincelette Law Firm; and

BE IT FURTHER RESOLVED, that the Town Board authorizes the Supervisor to execute an engagement agreement for The Vincelette Law Firm, to provide 2025 Tax Certiorari services to the Town as reflected herein.

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

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

RESOLUTION 2025-08-84

At a regular meeting of the
Town Board of the Town of
North Greenbush, held at
7:00 P.M. August 20, 2025, at
the Town Offices

**IN THE MATTER OF AUTHORIZING EXECUTION OF
INTERGOVERNMENTAL AGREEMENT FOR THE
PROVISION OF INFORMATION TECHNOLOGY SERVICES**

WHEREAS, on or about July 10, 2025, the Town of North Greenbush was notified of eligibility to participate in a free cyber-security shared services agreement; and

WHEREAS, the program is designed to detect and remove forms of malicious activity, such as malware and ransomware attacks, from the Town's network; and

NOW THEREFORE BE IT RESOLVED, by the Town Board of the Town of North Greenbush, that the Supervisor or the Comptroller is authorized to execute the Intergovernmental Agreement for Provision of Endpoint Protections and Response Services, in substantially the form on file with the Town Clerk with such changes as may be approved by the Town Attorney.

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

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

RESOLUTION 2025-08-85

At a regular meeting of the
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P.M. August 20, 2025, at the
Town Offices

**IN THE MATTER OF APPROVING TWO LETTERS OF INTENT
FOR EASEMENTS OVER LANDS ON ROUTE 4
FOR THE PURPOSE OF CONSTRUCTING A WASTEWATER
PUMP STATION**

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;

WHEREAS, if the property owned by Paul Lombardi is selected, the Town has proposed to provide the following consideration for the easement:

- a) The Town shall install a sewer service line to serve the Route Fore Golf Center main building and the residential building 175'± northeast of the main building.
- b) Up to \$2,000 in attorney's fee reimbursement based upon submittal of invoices related to this transaction.
- c) The Town will cause the property to be included in the next General Sewer district expansion proceeding, at a time yet to be determined, at no cost to the Owner.
- d) The Town will install up to one additional water service and a 1" meter to supply an irrigation system.

WHEREAS, if the property owned by Rensselaer Polytechnic Institute is selected, there would be no additional consideration for the easement; and

WHEREAS, the Town must undertake appropriate due diligence to determine the suitability of the two (2) properties for the Project;

WHEREAS, maps of the location of the properties in question and the letters 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 letters of intent

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

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

RESOLUTION 2025-08-86

At a regular meeting of the
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P.M. August 20, 2025 at the
Town Offices

**IN THE MATTER TO ADVERTIZE AND INITATE
THE HIRING PROCESS FOR A TOWN PLANNER**

WHEREAS, sound planning and development are crucial for the Town of North Greenbush's long-term prosperity; and

WHEREAS, the Town has identified a need for professional expertise in areas such as land use, zoning, and community development; and

WHEREAS, a Town Planner can provide invaluable guidance and support to the Planning Board and other relevant Town Departments; and

WHEREAS, the Town Board desires to recruit a qualified individual to fill this important position; and

NOW, THEREFORE, BE IT RESOLVED that, that the Town Board hereby authorizes the Town Supervisor or his designee to advertise the position of Town Planner; and

BE IT FURTHER RESOLVED, that the advertisement shall include a detailed job description outlining the required qualifications, experience, and responsibilities; and

BE IT FURTHER RESOLVED, that the Town Supervisor and Deputy Supervisor shall develop a selection process (including interviews), and ultimately recommend a candidate to the Town Board for appointment; and

BE IT FURTHER RESOLVED, that all hiring procedures shall be conducted in accordance with applicable Town, State, and Federal laws and regulations.

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

Supervisor Bott
Councilwoman Hoffman
Councilwoman Merola
Councilman Gordon
Councilwoman Sabo

AYE
AYE
AYE
AYE
ABSENT

RESOLUTION 2025-08-87