DRAFT

REGULAR MEETING OF THE TOWN BOARD

TOWN OF STEPHENTOWN
26 GRANGE HALL ROAD,
STEPHENTOWN, NEW YORK 12168
OCTOBER 20, 2025

The Regular meeting of the Town Board, Town of Stephentown was called to order by ***Supervisor Philip (PJ) Roder*** at **7:___PM** at the Town Hall.

MEMBERS PRESENT:
( ) Supervisor Philip (PJ) Roder
( ) Council Diana Clark
( ) Council Kyle Kidney
( ) Council John E. DeFreest Jr.
( ) Council Tammy Madden
( ) Town Clerk Stephanie Hoffman
( ) Alden Goodermote, Highway Superintendent
( ) Jennifer Van Deusen, Assessor
( ) Legal Counsel

A quorum ( ) was ( ) wasn't established.
____ from the Public were present

AUDIT OF CLAIMS:
- Claim **#217- 25** through **#238-25** in the amount of **$16,758.29 to be approved** from the **General Account**
- Claim **#182-25** through **#199-25** in the amount of **$119,420.43 to be approved** from the **Highway Account**
- For a **Total of $136,178.72** and approved by the Town Board.

MOTION BY: **SECONDED BY:**
VOTES OF: **AYE** **NAY**

Minutes of the **September 15, 2025, Regular Town Board Meeting** were approved by the Town Board as written.
MOTION BY: **SECONDED BY:**
VOTES OF: **AYE** **NAY** **1 ABSTAINED (MADDEN)**

TOWN CLERKS REPORT: The Town Clerk turned over the sum of **$1,298.07** to the Supervisor for the month of **SEPTEMBER 2025.**

JUSTICE COURT REPORT: The distribution from the Office of the State Comptroller, Justice Court Fund to the Town of Stephentown for the month of ***June was $814.00*** and ***July was $0.00***.
The months of May, August & September 2025 have not yet been received.

TRANSFER STATION REPORT: The Transfer Station deposited a total of **$17,411.00** for the month of **August 2025.**

Bags: **$6,812**	C&D & Metal: **$2,729**	Tires: **$191**
Stickers: **$7,609**	Propane Tanks: **$0**	Appliances: **$70**

The Transfer Station deposited a total of **$________________.00** for the month of **September 2025.**

Bags: **$**	C&D & Metal: **$**	Tires: **$**
Stickers: **$**	Propane Tanks: **$**	Appliances: **$**

ACCOUNT TOTALS:

GENERAL $594,192.36 **HIGHWAY $1,027,817.48**

GENERAL RESERVE FUND $1,045,545.42 **HIGHWAY RESERVE FUND $753,664.36**

BEACON ESCROW $ 885.19 **BEACON ESCROW FOR PLANT (BOND) $5,000 & $70,000.**

MEETING OPEN TO PUBLIC COMMENT:

Reminders to All Participants who would like to speak: (this meeting is on Live Stream and is being recorded)

- *Raise your hand prior to speaking*
- *Announce your name and the Town you reside in.*
- *There is a 3-to-5-minute window for each speaker per Resolution 1 of the fiscal year*
- *Any disruptive conduct will be addressed at any meeting if the Town Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible. The Chair (Town Supervisor) may recess the meeting or order the person, group or groups of persons willfully disrupting the meeting to leave the meeting or to be removed from the meeting. Disruptive conduct includes addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, failing to relinquish the podium when requested to do so, or otherwise preventing the Board from conducting its business.*

Fire Department Report for	***AUGUST 2025***	***SEPTEMBER 2025***
EMS with Transport	*15*	*8*
EMS without Transport	*14*	*3*
Extrication of any type	*0*	*0*
Motor Vehicle with injury	*1*	*1*
Motor Vehicle no injury	*3*	*0*
Search for lost person	*1*	*0*
EMS unable to respond	*0*	*0*
Mutual Aid given EMS	*2*	*0*
Fire Mutual Aid given	*0*	*0*
Fire Mutual Aid received	*0*	*0*
Structure Fire	*0*	*1*
Mobile Home Fire	*0*	*0*
Chimney Fire CONTAINED	*0*	*0*
Burner/Boiler Malfunction	*0*	*0*
Vehicle Fire	*0*	*0*
Outside Fire-trash, rubbish or other	*0*	*0*
Hazardous Condition	*0*	*0*
Carbon Monoxide activation	*0*	*0*
Cover Assignment/Standby	*0*	*0*
Good Intent	*4*	*0*
Call Cancelled	*0*	*2*
False Alarm MALICIOUS	*0*	*0*
False Alarm – system malfunction	*0*	*0*
Weather Wires Down	*2*	*0*
Special Incident - other	*0*	*0*
Monthly Total: *(JULY YTD 195)* ***YTD:***	***42*** ***237***	***15*** ***252***

RESOLUTION #43– 25 **RESOLUTION OF THE TOWN BOARD OF THE TOWN OF STEPHENTOWN CALLING FOR A PUBLIC HEARING ON A PROPOSED LAW TO ALLOW THE SENDING OF A DELINQUENT TAX NOTICE PER § 987, SUBDIVISION 1, OF THE NEW YORK STATE REAL PROPERTY TAX LAW**

WHEREAS, the Town Board has commissioned the drafting of a local law to allow the establishment of a fee to be charged to send a delinquent tax notice;

NOW THEREFORE BE IT RESOLVED THAT the Town Board hereby directs that a public hearing be held on November 17, 2025 at 7:00 p.m. at Town Hall, 26 Grange Hall Road, Stephentown, NY 12168, and the Town Clerk is hereby authorized to publish a notice of public hearing, to hear any and all persons either for or against a local law entitled: "A Local Law To Establish A Fee To Be Charged By The Town Of Stephentown to Send A Delinquent Tax Notice As Required By § 987, Subdivision 1, of The New York State Real Property Tax Law," which is proposed as Local Law No. 2 of the Year 2025, which is set forth in Exhibit A hereto.

MOTION BY: **SECONDED BY:**
VOTES OF: **AYE** **NAY**

RESOLUTION #44 – 25 **RESOLUTION OF THE TOWN BOARD OF THE TOWN OF STEPHENTOWN CALLING FOR A PUBLIC HEARING ON PROPOSED LAW TO ALLOW THE INSERTION OF INFORMATIONAL MATERIALS IN CERTAIN TAX BILLS MAILED BY THE TOWN OF STEPHENTOWN**

WHEREAS, the Town Board has commissioned the drafting of a local law to allow the insertion of informational materials in certain tax bills mailed by the Town of Stephentown;

NOW THEREFORE BE IT RESOLVED THAT, the Town Board hereby directs that a public hearing be held on November 17, 2025 at 7:15 p.m. at Town Hall, 26 Grange Hall Road, Stephentown, NY 12168, and the Town Clerk is hereby authorized to publish a notice of public hearing, to hear any and all persons either for or against a local law entitled: "A Local Law to Allow the Allow The Insertion of Informational Materials In Certain Tax Bills Mailed By The Town of Stephentown," which provides as set forth in Exhibit B hereto.

MOTION BY: **SECONDED BY:**
VOTES OF: **AYE** **NAY**

Tentative Budget Workshops/Meetings

- Public Hearing for the 2026 Preliminary Budget will be held on 10/27/2025 at 7pm
- Budget approval and final budget vote is scheduled for the regular scheduled monthly meeting 11/17 at 7pm.

MOTION TO ADJOURN AT __________ PM
MOTION BY: **SECONDED BY:**
VOTES OF: **AYE** **NAY**

The next **Regular Meeting of the Town Board, Town of Stephentown will be held on **Monday, November 17, 2025,** at **7:00 PM** at the Town Hall located at 26 Grange Hall Road, Stephentown, NY 12168.

Stephanie M. Hoffman
Town Clerk

EXHIBIT A

A LOCAL LAW TO ESTABLISH A FEE TO BE CHARGED BY THE TOWN OF STEPHENTOWN TO SEND A DELINQUENT TAX NOTICE AS REQUIRED BY § 987, SUBDIVISION 1, OF THE NEW YORK STATE REAL PROPERTY TAX LAW,
LOCAL LAW NO. 1 OF THE YEAR 2025

Be It enacted by the Town Board of the Town of Stephentown as follows:

This Local Law Shall Be Known As "A Local Law to Establish A Fee to Be Charged By The Town of Stephentown To Send A Delinquent Tax Notice As Required By § 987, Subdivision 1, of The New York State Real Property Tax Law."

Section 1. **NOTICE REQUIRED; PRIOR MANDATORY FEE.**
Chapter 680 of the Real Property Tax Law requires that a delinquent tax notice be sent by the Receiver of Taxes to all property owners whose taxes are delinquent. Until recently, a charge of $1 was mandatory. The Real Property Tax Law has been amended so that said charge may be as much as $2 but is no longer mandatory.

Section 2. **DETERMINATION OF FEE ADEQUACY.**
The Receiver of Taxes has determined that a fee should be charged and that a fee of $2 is adequate to compensate the Town for the cost of sending the notice.

Section 3. **DELINQUENCY TAX NOTICE FEE**
On or after the effective date of this article, there shall be a fee charged for the sending of the delinquent tax notice required by the New York State Real Property Tax Law in the amount of $2.

Section 4. **ENACTMENT DATE**
This local law shall take effect immediately upon filing in the Office of the New York State Secretary of State.

EXHIBIT B

A LOCAL LAW TO ALLOW THE INSERTION OF INFORMATIONAL MATERIALS IN CERTAIN TAX BILLS MAILED BY THE TOWN OF STEPHENTOWN
LOCAL LAW NO. 2 OF THE YEAR 2025

Be It enacted by the Town Board of the Town of Stephentown as follows:

A LOCAL LAW TO ALLOW THE INSERTION OF INFORMATIONAL MATERIALS IN CERTAIN TAX BILLS MAILED BY THE TOWN OF STEPHENTOWN

Section 1. **TITLE**

This Local Law shall be referred to as "A Local Law to allow the insertion of informational materials in certain tax bills mailed by the Town of Stephentown."

Section 2. **PURPOSE AND INTENT**

The Town Board of the Town of Stephentown find that section 1826 of the Tax Law of the State of New York generally forbids a municipality from mailing or delivering with tax bills any notice, circular, pamphlet, card or other printed materials unless the insertion of such material is authorized by local law. However, in no case, by local or by practice may a municipality include with a tax bill material that is commercial advertising, political in nature or propaganda. The Town Board wishes to utilize the opportunity to reach the many residents of the Town by inserting notices in tax bills but also wants to do so in a manner that does not violate section 1826 of the Tax Law. Pursuant to the power granted to Towns to adopt local laws pursuant to Section 10(a)(xii) and Section 22 of the Municipal Home Rule Law, it is the intent of the Town Board to authorize the town to include appropriate notices in mailings with tax bills.

Section 3. **ENACTMENT**

The Town of Stephentown does hereby enact the following Local Law:

A. DEFINITIONS

INSERTION – A notice, circular, pamphlet, card, handbill or other enclosure concerning a matter of public concern but excluding any and all material that is political in nature, is propaganda, or is any type of commercial advertising.

TAX BILLS- An annual Tax Bill of the Town of Stephentown or any Special District thereof, or notification of a tax to be levied or assessed by the Town of Stephentown, or any Special District thereof or any receipt from the payment of any tax or levy, but excluding the tax school bill of any School District located partly or wholly within the Town of Stephentown.

B. Insertions shall be included with the tax bill of the Town of Stephentown only if:

1. The type of insertion has been authorized by a resolution of the Town Board.
2. Any new type of insertion is approved by a separate resolution of the Town Board.

3. Any type of insertion approved by the Town Board may be subsequently revoked by resolution of the Town Board.

C. Severability – In the event any section, clause or provision of this local law or its application is adjudged invalid, the same shall be severed and separated from the remainder of the local law and shall not affect the remainder of said local law which shall remain in full force and effect.

Section 4. **ENACTMENT DATE**

This local law shall take effect immediately upon filing in the Office of the New York State Secretary of State.

Audit Date: 10/20/2025 Fund: General Fund Year: 2025 Abstract: 10

Vchr #	Vendor	Vchr Amount	Acct. #	Amount	PD	Check # Invoice #	Check Amount
217	Card Services	$2,885.30			N		
			A1670.4	$370.00		9102025	
	Memo: Bulk Mailing Permit						
			A8160.2	$437.27		9102025	
	Memo: Maintenance Equipment for the Transfer Station						
			A5010.2	$619.98		9102025	
	Memo: Laptop for Highway Superintendent						
			A5010.4	$6.22		9102025	
	Memo: Toll charge for Highway						
			A1410.4	$1,131.01		9102025	
	Memo: Prepaid posted envelopes for the Town Clerk						
			A1110.4	$10.99		9102025	
	Memo: Phone cord for the Court						
			A1355.4	$120.00		9102025	
	Memo: Assessor's Class						
			A1620.4	$44.16		9102025	
	Memo: Copies						
			A6410.4	$42.98		9102025	
	Memo: Website Domain and protection annual plan renewal						
			A1010.4	$102.69		9102025	
	Memo: Interest & late fees						
			Total:	$2,885.30			
218	De Lage Landen Financial Services, INC.	$100.00			N		
			A1620.4	$100.00		592307023	
	Memo: Copier Lease payment						
			Total:	$100.00			

Audit Date: 10/20/2025 Fund: General Fund Year: 2025 Abstract: 10

Vchr #	Vendor	Vchr Amount	Acct. #	Amount	PD	Check #	Invoice #	Check Amount
219	NYSEG(75)	$973.83			N			
			A8160.4	$20.00			102025	
	Memo: Transfer Station							
			A1620.4	$223.36			102025	
	Memo: Town Hall							
			A5132.4	$415.93			102025	
	Memo: Town Garage							
			A5182.4	$314.54			102025	
	Memo: Street Lights							
			Total:	$973.83				
220	Consolidated Communications	$664.39			N			
			A5132.4	$113.28				
	Memo: Garage							
			A8160.4	$38.76				
	Memo: Transfer Station							
			A1110.4	$88.79				
	Memo: Court							
			A1410.4	$60.51				
	Memo: Town Clerk							
			A1330.4	$60.51				
	Memo: Tax Collector							
			A1355.4	$60.51				
	Memo: Assessor							
			A3620.4	$60.51				
	Memo: Code Enforcement							
			A1010.4	$60.51				
	Memo: Council							
			A1220.4	$60.51				
	Memo: Supervisor							
			A1620.4	$60.50				
	Memo: Town Hall							
			Total:	$664.39				

Audit Date: 10/20/2025 Fund: General Fund Year: 2025 Abstract: 10

Vchr #	Vendor	Vchr Amount	Acct. #	Amount	PD	Check #	Invoice #	Check Amount
221	Verizon Wireless	$62.96			N			
			A1220.4	$31.48			6124271176	
	Memo: Supervisor Mobile phone services							
			A3510.4	$31.48			6124271176	
	Memo: Dog Control Mobile phone services							
			Total:	$62.96				
222	New York State Building Officials Conference, Inc.	$450.00			N			
			A3620.4	$450.00			42819	
	Memo: Code Enforcement Annual Conference on 11/14							
			Total:	$450.00				
223	Owen Cassavaugh(475)	$65.80			N			
			A3620.4	$65.80				
	Memo: Mileage							
			Total:	$65.80				
224	Teamster Local 294 Health & Welfare Fund	$781.00			N			
			A9060.8	$781.00			102025	
	Memo: HWY Superintendent Health Prems for December 2025							
			Total:	$781.00				
225	Yvonne Meekins	$30.00			N			
			A1355.4	$30.00				
	Memo: Board of Review							
			Total:	$30.00				
226	Tracy Grant	$30.00			N			
			A1355.4	$30.00				
	Memo: Board of Review Secretary							
			Total:	$30.00				
227	Sharon Cassidy	$30.00			N			
			A1355.4	$30.00				
	Memo: Board of review							
			Total:	$30.00				

Audit Date: 10/20/2025 Fund: General Fund Year: 2025 Abstract: 10

Vchr #	Vendor	Vchr Amount	Acct. #	Amount	PD	Check #	Invoice #	Check Amount
228	Joel Hunt	$30.00			N			
			A1355.4	$30.00				
	Memo: Board of review							
			Total:	$30.00				
229	Andrew Maguire	$30.00			N			
			A1355.4	$30.00				
	Memo: Board of Review							
			Total:	$30.00				
230	Jennifer Vandeusen	$100.80			N			
			A1355.4	$100.80				
	Memo: Assessors conference							
			Total:	$100.80				
231	Frank May	$30.00			N			
			A1355.4	$30.00				
	Memo: Board of review							
			Total:	$30.00				
232	Kathleen A. Olson	$450.00			N			
			A1620.4	$450.00				
	Memo: Cleaning services from September							
			Total:	$450.00				
233	Legenbauer Gas And Oil Co.	$379.04			N			
			A1620.4	$379.04				
	Memo: LP gas in Town Hall							
			Total:	$379.04				
234	ERCSWMA(154)	$7,913.80			N			
			A8160.4	$7,913.80			1722	
	Memo: Hauling and tipping fees							
			Total:	$7,913.80				
235	Everything Green Lawn & Landscape	$1,011.00			N			
			A1620.4	$505.50				
	Memo: Lawn maintenance - for July, August and September.							
			A7110.4	$505.50				
	Memo: Lawn maintenance - for July, August and September.							
			Total:	$1,011.00				

Audit Date: 10/20/2025 Fund: General Fund Year: 2025 Abstract: 10

Vchr #	Vendor	Vchr Amount	Acct. #	Amount	PD	Check #	Invoice #	Check Amount
236	Ricoh Usa, Inc.	$22.37			N			
			A1110.4					
	Memo: Court Copies							
			Total:	$22.37				
237	Michelina Wojton	$500.00			N			
			A1110.4.6	$500.00			092025	
	Memo: Prosecuting attorney for pre-trail conferences.							
			Total:	$500.00				
238	Stephanie Hoffman	$218.00			N			
			A1410.4	$218.00				
	Memo: Mileage and a roll of stamps							
			Total:	$218.00				
	TOTALS:	$16,758.29		$16,758.29				$0.00

Abstract Certification:

To the Supervisor:
I certify that the vouchers listed above were audited by the Town Board on the above date and allowed in the amount shown. You are hereby authorized and directed to pay each of the claimants.

Town Clerk: Stephanie M. Hoffman   Date

Philip J. Roder, Town Supervisor

Diana Clark, Town Council

Tammy Madden, Town Council

Kyle Kidney, Town Council

John E. DeFreest Jr., Town Council

Audit Date: 10/20/2025 Fund: Highway Fund Year: 2025 Abstract: 10

Vchr #	Vendor	Vchr Amount	Acct. #	Amount	PD	Check #	Invoice #	Check Amount
182	Azar Design Co. (Foit Albert Associates)	$974.28			N			
			DA5120.4	$974.28				
	Memo: Construction support and red flag removal							
			Total:	$974.28				
183	Douglas Griswold	$113.50			N			
			DA9060.8	$113.50				
	Memo: Supplemental reimbursment for health premiums							
			Total:	$113.50				
184	Legenbauer Gas And Oil Co.	$2,433.25			N			
			DA5110.4	$2,433.25			884130	
	Memo: 935 gallons of On-Road Diesel							
			Total:	$2,433.25				
185	Mooradian Hydraulics [215]	$899.02			N			
			DA5110.4	$899.02			320601	
	Memo: hoses for mowing tractor							
			Total:	$899.02				
186	Peak Engineering, Pllc	$2,400.00			N			
			DA5110.4	$2,400.00				
	Memo: Load rating and engineering services							
			Total:	$2,400.00				
187	Quality Construction	$2,254.00			N			
			DA5110.4	$2,254.00				
	Memo: 14 loads of screened item #4 gravel							
			Total:	$2,254.00				
188	All States Construction, Inc.	$96,289.15			N			
			DA5120.4	$96,289.15			1120702	
	Memo: Chipsealing on South Moorehil and Knapp's							
			Total:	$935.40				
189	Zwack, Inc.(107)	$935.40			N			
			DA5120.4	$935.40			63913	
	Memo: Angled metal for Gould Road Bridge							
			Total:	$935.40				

Audit Date: 10/20/2025 Fund: Highway Fund Year: 2025 Abstract: 10

Vchr #	Vendor	Vchr Amount	Acct. #	Amount	PD	Check #	Invoice #	Check Amount
190	Town & County Bridge & Rail	$228.00			N			
			DA5120.4	$228.00			2504	
	Memo: Primer for Gould Road Bridge							
			Total:	$228.00				
191	Averill Park Auto (539)	$79.98			N			
			DA5110.4	$79.98				
	Memo: Silcone and Lock tight							
			Total:	$79.98				
192	Alta Construction Equipment NY, LLC	$1,695.35			N			
			DA5110.4	$1,695.35				
	Memo: Service for Gradall							
			Total:	$1,695.35				
193	Douglas Industrial Co.	$228.75			N			
			DA5110.4	$228.75				
	Memo: Stock supplies for the garage.							
			Total:	$228.75				
194	Country Squire Supply [692]	$162.28			N			
			DA5110.4	$162.28				
	Memo: Supplies							
			Total:	$162.28				
195	Capital Computer Services	$1,774.59			N			
			DA5110.4	$1,774.59			40373	
	Memo: Service call and repairs to mower							
			Total:	$1,774.59				
196	Troy Sand & Gravel(443)	$215.00			N			
			DA5120.4	$215.00				
	Memo: Topsoil for Gould road bridge							
			Total:	$215.00				
197	Alden Goodermote	$61.93			N			
			DA5120.4	$61.93				
	Memo: grass seed for Gould Road Bridge							
			Total:	$61.93				

Town of Stephentown

Audit Date: 10/20/2025 Fund: Highway Fund Year: 2025 Abstract: 10

Vchr #	Vendor	Vchr Amount	Acct. #	Amount	PD	Check #	Invoice #	Check Amount
198	Troy Sand & Gravel(443)	$3,987.95			N			
			DA5120.4	$3,987.95				
	Memo: Black top for Gould Road bridge.							
			Total:	$3,987.95				
199	Teamster Local 294 Health & Welfare Fund	$4,688.00			N			
			DA9060.8	$4,688.00			122025	
	Memo: December Health prems for 3 highway employees							
			Total:	$4,688.00				
	TOTALS:	$119,420.43		$119,420.43				$0.00

Abstract Certification:

To the Supervisor:
I certify that the vouchers listed above were audited by the Town Board on the above date and allowed in the amount shown. You are hereby authorized and directed to pay each of the claimants.

Town Clerk: Stephanie M. Hoffman — Date

Philip J. Roder, Town Supervisor

Diana Clark, Town Council

Tammy Madden, Town Council

Kyle Kidney, Town Council

John E. DeFreest Jr., Town Council

Town of Stephentown

Report of Vouchers By: Year: 2025 Abstract: 10

Voucher #	Fund	Amount	Amt. Unpaid	Vendor
217	General Fund	$2,885.30	$2,885.30	Card Services
218	General Fund	$100.00	$100.00	De Lage Landen Financial Services, INC.
219	General Fund	$973.83	$973.83	NYSEG(75)
220	General Fund	$664.39	$664.39	Consolidated Communications
221	General Fund	$62.96	$62.96	Verizon Wireless
222	General Fund	$450.00	$450.00	New York State Building Officials Conference, Inc.
223	General Fund	$65.80	$65.80	Owen Cassavaugh(475)
224	General Fund	$781.00	$781.00	Teamster Local 294 Health & Welfare Fund
225	General Fund	$30.00	$30.00	Yvonne Meekins
226	General Fund	$30.00	$30.00	Tracy Grant
227	General Fund	$30.00	$30.00	Sharon Cassidy
228	General Fund	$30.00	$30.00	Joel Hunt
229	General Fund	$30.00	$30.00	Andrew Maguire
230	General Fund	$100.80	$100.80	Jennifer Vandeusen
231	General Fund	$30.00	$30.00	Frank May
232	General Fund	$450.00	$450.00	Kathleen A. Olson
233	General Fund	$379.04	$379.04	Legenbauer Gas And Oil Co.
234	General Fund	$7,913.80	$7,913.80	ERCSWMA(154)
235	General Fund	$1,011.00	$1,011.00	Everything Green Lawn & Landscape
236	General Fund	$22.37	$22.37	Ricoh Usa, Inc.
237	General Fund	$500.00	$500.00	Michelina Wojton
238	General Fund	$218.00	$218.00	Stephanie Hoffman
182	Highway Fund	$974.28	$974.28	Azar Design Co. (Foit Albert Associates)
183	Highway Fund	$113.50	$113.50	Douglas Griswold
184	Highway Fund	$2,433.25	$2,433.25	Legenbauer Gas And Oil Co.
185	Highway Fund	$899.02	$899.02	Mooradian Hydraulics [215]
186	Highway Fund	$2,400.00	$2,400.00	Peak Engineering, Pllc
187	Highway Fund	$2,254.00	$2,254.00	Quality Construction
188	Highway Fund	$96,289.15	$96,289.15	All States Construction, Inc.
189	Highway Fund	$935.40	$935.40	Zwack, Inc.(107)
190	Highway Fund	$228.00	$228.00	Town & County Bridge & Rail
191	Highway Fund	$79.98	$79.98	Averill Park Auto (539)
192	Highway Fund	$1,695.35	$1,695.35	Alta Construction Equipment NY, LLC
193	Highway Fund	$228.75	$228.75	Douglas Industrial Co.
194	Highway Fund	$162.28	$162.28	Country Squire Supply [692]
195	Highway Fund	$1,774.59	$1,774.59	Capital Computer Services
196	Highway Fund	$215.00	$215.00	Vermeer
197	Highway Fund	$61.93	$61.93	Alden Goodermote
198	Highway Fund	$3,987.95	$3,987.95	Troy Sand & Gravel(443)
199	Highway Fund	$4,688.00	$4,688.00	Teamster Local 294 Health & Welfare Fund

Report of Vouchers By: Year: 2025 Abstract: 10

Voucher #	Fund	Amount	Amt. Unpaid	Vendor
	Totals:	$136,178.72	$136,178.72	

REGULAR MEETING OF THE TOWN BOARD

TOWN OF STEPHENTOWN
26 GRANGE HALL ROAD,
STEPHENTOWN, NEW YORK 12168
SEPTEMBER 15, 2025

The Regular meeting of the Town Board, Town of Stephentown was called to order by ***Supervisor Philip (PJ) Roder*** at **7:00PM** at the Town Hall.

MEMBERS PRESENT:

(X) Supervisor Philip (PJ) Roder	***(X) Alden Goodermote, Highway Superintendent***
(X) Council Diana Clark	***(X) Jennifer Van Deusen, Assessor***
(X) Council Kyle Kidney	***( ) Legal Counsel***
(X) Council John E. DeFreest Jr.	
( ) Council Tammy Madden	
(X) Town Clerk Stephanie Hoffman	

A quorum (X) was ( ) wasn't established.
1 from the Public were present

AUDIT OF CLAIMS:

- Claim **#194-25** through **#216-25** in the amount of **$38,975.02 to be approved** from the **General Account**
- Claim **#159-25** through **#181-25** in the amount of **$23,415.08 to be approved** from the **Highway Account**
- For a **Total of $62,390.10** and approved by the Town Board.

MOTION BY: CLARK **SECONDED BY: DEFREEST JR.**
VOTES OF: **4 AYE** **0 NAY**

Highway Superintendent reported that there are a few more invoices for the Gould Rd. Bridge project and it is anticipated to be paved by the County next week, should have the bridge opened back up after that.

Minutes of the **August 18, 2025, Regular Town Board Meeting** were approved by the Town Board as written.
MOTION BY: KIDNEY **SECONDED BY: CLARK**
VOTES OF: **4 AYE** **0 NAY**

TOWN CLERKS REPORT: The Town Clerk turned over the sum of **$1,790.61** to the Supervisor for the month of **AUGUST 2025.**

JUSTICE COURT REPORT: The distribution from the Office of the State Comptroller, Justice Court Fund to the Town of Stephentown for the months of ***May – August 2025 have not yet been received.***

TRANSFER STATION REPORT: The Transfer Station deposited a total of **$________________.00** for the month of **August 2025.** ***(Figures for this month were not available prior to the meeting, a report will be provided next month).***

Bags: **$**	C&D & Metal: **$**	Tires: **$**
Stickers: **$**	Propane Tanks: **$**	Appliances: **$**

ACCOUNT TOTALS: *Supervisor Roder reported that the figures below are not a true representation of what is supposed to be in each account – the highway superintendent, supervisor and bookkeeper are working to correct the figures.*

GENERAL $840,996.59 **HIGHWAY $760,968.90**
GENERAL RESERVE FUND $1,045,545.42 **HIGHWAY RESERVE FUND $753,664.36**
BEACON ESCROW $ 885.19 **BEACON ESCROW FOR PLANT (BOND) $5,000 & $70,000.**

MEETING OPEN TO PUBLIC COMMENT:

Reminders to All Participants who would like to speak: (this meeting is on Live Stream and is being recorded)

- *Raise your hand prior to speaking*
- *Announce your name and the Town you reside in.*
- *There is a 3-to-5-minute window for each speaker per Resolution 1 of the fiscal year*
- *Any disruptive conduct will be addressed at any meeting if the Town Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible. The Chair (Town Supervisor) may recess the meeting or order the person, group or groups of persons willfully disrupting the meeting to leave the meeting or to be removed from the meeting. Disruptive conduct includes addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, failing to relinquish the podium when requested to do so, or otherwise preventing the Board from conducting its business.*

Fire Department Report for	***AUGUST 2025***
EMS with Transport	
EMS without Transport	
Extrication of any type	
Motor Vehicle with injury	
Motor Vehicle no injury	
Search for lost person	
EMS unable to respond	
Mutual Aid given EMS	
Fire Mutual Aid given	
Fire Mutual Aid received	
Structure Fire	
Mobile Home Fire	
Chimney Fire CONTAINED	
Burner/Boiler Malfunction	
Vehicle Fire	
Outside Fire-trash, rubbish or other	
Hazardous Condition	
Carbon Monoxide activation	
Cover Assignment/Standby	
Good Intent	
Call Cancelled	
False Alarm MALICIOUS	
False Alarm – system malfunction	
Weather Wires Down	
Special Incident - other	
Monthly Total: *(JULY YTD 195)* ***YTD:***	

Council Clark provided a short summary of the EMS calls for the month of August, but the fire department was unable to provide the complete report. A total of 35 EMS calls with and without transport were made in August. The Fire Department in conjunction with other Towns and the County are looking to implement Advanced Supports. The new ambulance has now been pushed out again and isn't expected to arrive now until the beginning of January and the old one is still being repaired.

Discussion of entertaining a Fall Clean Up day, possible date of Saturday, October 18, 2025, Council Clark reported that discussions between her and Highway Superintendent believe they could make it happen, there are still some details that need to be worked out. Supervisor Roder questioned the date and asked if it was something that could be done in November due to not being available during Budget season. Highway Superintendent reported that a sufficient amount of dumpsters would need to be available and on site. Council DeFreest Jr. suggested a Limited clean up day, and suggested tires and large appliances. Resident T. Dormady agreed that limiting items is a good idea since it is late in the season and suggested more signage be posted to direct traffic better.

Further discussion on which date works best, Saturday, October 18th, was agreed upon and will be limited to tires and large appliances.

Highway Superintendent Goodermote suggested that lawn/property maintenance be done at the Transfer Station and suggested the possibility of the lawn maintenance bid for the Town Hall and the Town Park include the Transfer Station. Discussion on getting lawn equipment for the employees up there to maintain the property during slow time is preferred, Town Clerk Hoffman reported that the Transfer Station equipment fund was approved for $2,000 this year. Council Clark reported that she would put a list together with the employees at the Transfer Station and get it to the Town Clerk to order.

Discussion on insurance cyber security requirements may cost up to $700/month. Maintenance to the town hall needs to be addressed, carpet cleaning has not been cleaned since it was installed over 4 years ago, windows in the hall and offices need to be looked over and repaired or replaced if needed.

RESOLUTION #41– 25 **APPOINT BOARD OF ASSESSMENT REVIEW POSITION**

WHEREAS: the Town Board requested letters of interest and resumes for an expiring Board of Assessment Review position due to expire on September 30, 2025, and
WHEREAS: the Town Board has received a letter of interest from 1 applicant for the Board of Assessment Review position,

1. Sharon Cassidy of Stephentown, NY

now therefore be it

RESOLVED: that the Town Board would like to appoint *Sharon Cassidy* , to the Board of Assessment Review to a 5-year term due to expire on September 30th, 2030.
MOTION BY: DeFreest Jr. **SECONDED BY: Kidney**
VOTES OF: 4 AYE 0 NAY

RESOLUTION #42 – 25 **APPOINTMENT OF THE SOLE ASSESSOR 6 YEAR TERM**
WHEREAS: the Town Board requested letters of interest and resumes for the Sole Assessor position which is due to expire on September 30, 2025, and

WHEREAS: letters of interest and resumes were due to the Town Clerk's Office by Friday, September 12, 2025 by 11:00AM, and
WHEREAS: the Town Clerk has received **1** letters of interest for the 6-year Sole Assessor position form:

1. Jennifer VanDeusen

now therefore be it

RESOLVED: that the Town Board would like to appoint *Jennifer VanDeusen ,* as the Town of Stephentown's Sole Assessor, a 6-year term due to expire on September 30th, 2031.
MOTION BY: Kidney **SECONDED BY: DeFreest Jr.**
VOTES OF: 4 AYE 0 NAY

Tentative Budget Workshops/Meetings

- Budget Workshop 10/13 at 7pm
- If needed a follow up workshop on 10/27 at 7pm – this could be the hearing date if budget is in a good place, if not it will be scheduled for 11/3 at 7pm.
- Budget approval and final budget vote will be done at the Regular scheduled monthly meeting 11/17 at 7pm.

MOTION TO ADJOURN AT 8:00 PM

MOTION BY: DEFREEST JR. **SECONDED BY: CLARK**
VOTES OF: 4 AYE 0 NAY

The next **Regular Meeting of the Town Board, Town of Stephentown will be held on **Monday, October 20, 2025** at **7:00 PM** at the Town Hall located at 26 Grange Hall Road, Stephentown, NY 12168.

Stephanie M. Hoffman
Town Clerk