

**State of New York
Albany County
Regular Town Board Meeting**

Town Supervisor Palow led the pledge of allegiance and called the meeting to order at 7:02PM with the following roll call attendance: Councilmembers Doolin, Giebelhaus, laCour and Palow were present, also in attendance Town Clerk De Oliveira and Highway Superintendent Bashwinger.

MOTION TO ENTER EXECUTIVE SESSION MOTION TO RECONVENE MEETING

Supervisor Palow made a motion to enter executive session to discuss personnel matters and invited Highway Superintendent Bashwinger, seconded by Councilmember Doolin to enter executive session to discuss personnel matters, Supervisor Palow and Councilmembers Giebelhaus, laCour & Doolin voting aye.

MOTION TO RECONVENE MEETING

Supervisor Palow made a motion to reconvene the meeting at 7:27PM and stated that no action had been taken in executive session however they discussed the recent suspension of Shawn Duncan and decided to terminate immediately. Supervisor Palow made a motion seconded by Councilmember Giebelhaus, a roll call vote was taken
Supervisor Palow.... Aye Councilmember laCour... Aye
Councilmember Doolin... Aye Councilmember Giebelhaus.... Aye
Motion passes.

MOTION TO ACCEPT MEETING MINUTES

Supervisor Palow made a motion seconded by Councilmember Giebelhaus to accept the draft meeting minutes from July 9, 2025, Supervisor Palow and Councilmembers Giebelhaus, laCour & Doolin voting aye.

CORRESPONDENCE

Spectrum Franchise Agreement Representative

Supervisor Palow introduced Mr. Sam Parker representing Spectrum on behalf of the pending franchise agreement in which a public hearing was held 2 months ago. Mr. Sam Parker addressed questions regarding franchise issues, service density, surveys of unserved areas, construction costs, and potential funding sources (e.g., state broadband office grants). The 20 houses per linear mile is the density requirement currently used, he discussed the option for the Town to take on the trenching would bring down costs to run lines tremendously. After discussion a public hearing will be set for a later month after the Town Board has more opportunity to review and work on ideas.

DEPARTMENT REPORTS

Parks & Recreation- Parks and Recreation Chair Ansbro said the Town Park looked great and was excited for the MVP Fitness Court was coming along nicely and would be installed before the next Town Board meeting.

Highway- Superintendent Randy Bashwinger stated the starter on motor for the 2022 GMC is having warranty repairs. He also notified the Town Board of the delayed delivery due to supply chain issues for the snowplow truck ordered in 2022.

Planning Board- Chairman Steve Khoury discussed minor subdivision reviews pending as well as the intention to soon redefine the solar use law in the code. The pending Liquor Store application on Main Street was approved.

Zoning Board of Appeals

Chairman Donald Bauer sent an email update discussing upcoming public hearings for a Woodstock Lake variance application as well as a variance application for a new garage High Point Road.

Transfer Station

Highway Superintendent Bashwinger discussed the need for a part time hire on Saturdays.

OLD BUISNESS

QUOTES FOR PAVILION DOORS

Supervisor Palow asked Highway Superintendent Bashwinger to get quotes for pavilion door options, and he presented them to the Town Board. Supervisor Palow made a motion seconded by Councilmember Doolin to approve the quote from Home Depot in an amount not to exceed \$1000, Supervisor Palow and Councilmembers Doolin, Giebelhaus, and laCour all voting aye.

ASSESSOR APPLICANTS

Supervisor Palow discussed the applicants for the Office of the Assessor and asked if phone interviews had been completed and if any of the Town Board members felt they were prepared to make an appointment. It was discussed and agreed that more time would be given to ensure all applicants had been reached out to and concerned and the appointment would be made at the September Board Meeting leading up to the end of the county set term for the Town's current Assessors on September 30, 2025.

NEW BUSINESS

DONATE PRINTER TO BERNE FIRE DISTRICT

Supervisor Palow discussed a printer that was not currently in use at the Town Hall and suggested donating it to the Berne Fire District, it was previously used by the Assessors when their office was in the library. Supervisor Palow made a motion seconded by Councilmember Doolin to gift the HP Pro 476 Printer to the Berne Fire District, Supervisor Palow and Councilmembers Doolin, Giebelhaus, and laCour all voting aye.

SET BUDGET WORKSHOP DATES

Supervisor Palow discussed the upcoming budget season as well as an email that had been set out with potential dates and discussed ideas of how many should be held. The dates mentioned September 21st and 22nd from 6PM-8PM at the Community Center were discussed to hold budget workshops. (Dates of Budget Workshops will be October 21st& 22nd the corrected dates will be posted on the website and discussed at the September Meeting.)

APPROVE INVOICE FOR MILLINGS FOR HIGHWAY DEPARTMENT

Highway Superintendent Bashwinger discussed an invoice for 500 tons of millings from Albany County which was much less expensive than the \$17 per ton the millings usually cost from other vendors. Supervisor Palow made a motion seconded by Councilmember Doolin to approve the payment of \$4000 to Albany County for millings, Supervisor Palow and Councilmembers Doolin, Giebelhaus, and laCour all voting aye.

AUTHORIZE RETURN OF FUNDS TO RESIDENT FOR CULVERT OVERPAYMENT

Recently a resident purchased a culvert pipe from the Highway to be installed, and the size originally purchased was too large. The difference in cost between the 24-inch diameter and 18-inch was \$352.80, Supervisor Palow made a motion seconded by Councilmember Giebelhaus to return the excess funds, Supervisor Palow and Councilmembers Doolin, Giebelhaus, and laCour all voting aye.

SIEWART GRINDER PUMP PROPOSALS

Recently a few homes had routine grinder pump issues and failures resulting in the replacement and three pumps being sent to Siewart Equipment for evaluation for repair/replacement. The Town Board reviewed the proposals and approved DH 710115, DH 471942, and DH471976 in the amount of \$4,110 each, Supervisor Palow and Councilmembers Doolin, Giebelhaus, and laCour all voting aye.

DISCUSSION AND APPROVAL OF MONTHLY FINANCIAL REPORTS

Supervisor Palow made a motion to accept the Supervisor's Financial Reports from July 2025 seconded by Councilmember Doolin including: • Packet A – Abstracts • Packet B- Budget to Actual Reports Supervisors' reports for revenue per fund, Supervisor's reports for expenditures per fund and budget transfers report if required. • Packet C – Bank Reconciliations and bank statements for July • Packet D - Cash balance report and Balance sheet Report motion carried with the following roll call vote: Supervisor Palow and Councilmembers Doolin and Giebelhaus all voting aye.

Supervisor Palow made a motion seconded by Councilmember Doolin to accept the Town Clerk's Financial Report, Building and Zoning's Financial Report and Supervisor's reports from July 2025 seconded by Councilmember Doolin motion carried with the following roll call vote: Supervisor Palow and Councilmembers Doolin, Giebelhaus and laCour voting aye.

APPROVING ABSTRACTS AND PAYMENT OF MONTHLY BILLS

After discussion, Supervisor Palow made a motion seconded by Councilmember Doolin to approve the following abstracts and payment of bills:

Abstract #23 (388) \$5492.28 Regular Abstracts
Abstract #24 (389-394) \$14,978.04 Prepaid Utilities Payment
Abstract #25 (395-436) \$109,147.77 Regular Abstract for Board Approval
Total Abstracts \$129,618.09

Motion carried with the following roll call vote: Supervisor Palow, Councilmember Doolin, Giebelhaus, laCour voting aye.

GENERAL FUND, HIGHWAY FUND, SEWER, UTILITIES WITHHOLDINGS FOR 2025

Supervisor Palow a motion seconded by Councilmember Doolin to authorize payment of bills -motion carried with the following roll call vote: Supervisor Palow and Councilmembers Doolin, Giebelhaus and laCour all voting aye.

MOTION TO ADJOURN

Town Supervisor Palow made a motion seconded by Councilmember Doolin to adjourn the meeting. Motion carried with the following roll call vote: Supervisor Palow, Councilmembers Doolin, Giebelhaus and laCour all voting aye. The meeting adjourned at **7:57PM.**

Respectfully submitted,

August 13, 2025

Kristin De Oliveira, Town Clerk