

**State of New York
Albany County**

7PM Regular Town Board Meeting

Town Supervisor Palow led the pledge of allegiance and called the “last meeting of 2025” to order at 7:00PM with the following role call attendance: Councilmembers Doolin, Giebelhaus, laCour and Palow were present, also in attendance Highway Superintendent Bashwinger, Town Clerk De Oliveira and Senior Account Clerk Andrea Borst.

CORRESPONDENCE

Kenneth's Army

Mary Claire Ansbro, Kenneth's Army president presented certificates to both Supervisor Palow and Highway Superintendent Bashwinger. She thanked them for being so helpful and welcoming to Kenneth's Army. She expressed how much they would be missed, everyone applauded.

Swearing in Joseph Giebelhaus & Stephanie Audino

Supervisor Palow administered the swearing in for Joseph Giebelhaus who will be taking on the role of Town Supervisor January 1,2026 and for Stephanie Audino, tax collector beginning January 1, 2026, both terms of office will be for 3 years.

Donation from Sanmawl House LLC

The Town Board was notified of a \$500 donation from Sanmawl House LLC, formerly associated with the Old Deer Farm on Simons Road. The donation was accepted and recorded in the Town Clerk's accounting system. The Board discussed sending a thank-you letter and designating the funds toward an outdoor or community-related purpose, the funds would be split \$250 for the Town Park and \$250 for the Library.

DISCUSS/APPROVE MEETING MINUTES FROM NOVEMBER

Supervisor Palow made a motion seconded by Councilmember Doolin to approve the meeting minutes from November 12, 2025, Supervisor Palow & Councilmembers Doolin, laCour and Giebelhaus all voting aye.

DEPARTMENT REPORTS

Highway- Highway Superintendent Bashwinger said the snow had arrived the guys had been working hard on the trucks. The new Salt vendor is Morton Salt and that more will need to be ordered in January. The new truck from Tracey Trucks is still in the process and he will share the contact information for the project.

Zoning Board of Appeals Chairman Bauer sent an email summarizing the variance that was completed in October on High Point Road and that at this time there was nothing for the November agenda.

Planning Board- Chairman Khoury told the Town Board it had been a very busy year but would be closing the year with no December meeting as nothing was pending.

Parks & Recreation- Chair Mary Claire Ansboro just wanted to say thank you the current Town Board & Highway Superintendent Bashwinger for all of their efforts throughout the year and enclosing the pavilion.

NEW BUSINESS

Sewer Disinfection Project Completion & Payment to FLACH

Supervisor Palow made a motion seconded by Councilmember Doolin to approve the payment to Flach Industries, who won the bid for the Sewer Disinfection mandated Project at the Wastewater Treatment Plant in an amount of \$77,000. The work has been completed and the Town is awaiting final closeout documentation including certified payrolls and allowance usage once received the check will be cut, Supervisor Palow & Councilmembers Doolin, laCour and Giebelhaus all voting aye.

Approve payment to Stark Power for Trail Pump Generator \$1712.18

Supervisor Palow made a motion to approve payment to Stark Power for the trail pump generator in the amount of \$1,712.18. The motion was seconded by Councilmember Doolin, Supervisor Palow & Councilmembers Doolin, laCour and Giebelhaus all voting aye.

Set Organizational Meeting for 2026

Supervisor Palow made a motion to set the 2026 Organizational Meeting for January 1, 2026 at 1:00 PM to be held at the Senior/Community Center. The motion was seconded by Councilmember Giebelhaus, Supervisor Palow & Councilmembers Doolin, laCour and Giebelhaus all voting aye.

Library Board of Trustees Applicant

Supervisor Palow made a motion to appoint a Library Trustee for a five-year term ending December 31, 2030 to Aurora Cookhouse. Discussion included clarification of term lengths and transitions. The motion was seconded by Councilmember Doolin and Supervisor Palow & Councilmembers Doolin, laCour and Giebelhaus all voting aye.

DISCUSSION AND APPROVAL OF MONTHLY FINANCIAL REPORTS

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

AUTHORIZING BUDGET TRANSFERS FOR NOVEMBER

After discussion, Supervisor Palow made a motion seconded by Councilmember Giebelhaus that the budget transfers for November be authorized. Motion carried with the following vote: Supervisor Palow, Councilmembers Doolin, laCour and Giebelhaus voting aye.

APPROVING ABSTRACTS AND PAYMENT OF MONTHLY BILLS

After discussion, Supervisor Palow read aloud the below abstracts made a motion seconded by Councilmember Doolin to approve the following abstracts, Supervisor Palow, Councilmembers Doolin, laCour and Giebelhaus voting aye.

Abstract #38 \$20,241.44 (Voucher 573-582) Prepaid Abstract Utilities Electronic & checks
Abstract #39 \$338,486.79 (Vouchers 583-641) Regular Abstract for board approval
Abstract #40 \$27,483.77 (Vouchers 642-652) Prepaid Abstract Utilities Electronic & checks
Total Abstracts: **\$ 441,913.59**

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

CLOSING REMARKS

Members of the Town Board, staff, and elected officials shared closing remarks expressing gratitude for service, cooperation, and dedication to the Town. Reflections were made on accomplishments over recent years and well wishes were extended to outgoing and incoming officials.

MOTION TO ADJOURN

There being no further business or discussion, Supervisor Palow made the motion seconded by Councilmember Doolin to adjourn the meeting. Motion carried with the following vote: Supervisor Palow, Councilmembers Doolin and Giebelhaus voting aye. The meeting adjourned at **7:31 PM**.

Respectfully submitted,

Kristin De Oliveira, Town Clerk