

**REGULAR MEETING OF THE TOWN BOARD
TOWN OF STEPHENTOWN
26 GRANGE HALL ROAD,
STEPHENTOWN, NEW YORK 12168
JUNE 16, 2025**

The Regular meeting of the Town Board, Town of Stephentown was called to order by **Supervisor Philip (PJ) Roder** at **7:10 PM** at the Town Hall.

MEMBERS PRESENT:

(X) Supervisor Philip (PJ) Roder

(X) Council Diana Clark

(X) Council Kyle Kidney

(X) Council John E. DeFreest Jr.

(X) Council Tammy Madden

(X) Town Clerk Stephanie Hoffman

() Alden Goodermote, Highway Superintendent

(X) Jennifer Van Deusen, Assessor

() Legal Counsel

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

Honoring Rik McClave

AUDIT OF CLAIMS:

- Claim #117-25 through #146-25 in the amount of **\$11,674.34 to be approved** from the **General Account**
- Claim #100-25 through #121-25 in the amount of **\$297,766.94 to be approved** from the **Highway Account**
- For a **Total of \$309,441.28** audited and approved by the Town Board.

MOTION BY: KIDNEY

SECONDED BY: DEFREEST, JR.

VOTES OF: 5 AYE

0 NAY

Minutes of the **MAY 19, 2025, Regular Town Board Meeting** were approved by the Town Board as written.

MOTION BY: DEFREEST, JR.

SECONDED BY: KIDNEY

VOTES OF: 5 AYE

0 NAY

TOWN CLERKS REPORT: The Town Clerk turned over the sum of **\$1,518.11** to the Supervisor for the month of **MAY 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 **February, March, April, May 2025** (reports have not been received).

TRANSFER STATION REPORT: The Transfer Station deposited a total of **\$7,675.00** for the month of **MAY 2025**.

Bags: **\$6,356**

C&D & Metal: **\$2,197**

Tires: **\$44**

Stickers: **\$55**

Propane Tanks: **\$0**

Appliances: **\$22**

Council Clark informed public that the Clean Up day is not off the table and may come later in the year.

ACCOUNT TOTALS:

GENERAL \$1,034,398.36

HIGHWAY \$1,267,311.04

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	MAY 2025
EMS with Transport	12
EMS without Transport	3
Extrication of any type	
Motor Vehicle with injury	2
Motor Vehicle no injury	1
Search for lost person	
EMS unable to respond	
Mutual Aid given EMS	1
Fire Mutual Aid given	1
Fire Mutual Aid received	
Structure Fire	1
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	2
Call Cancelled	3
False Alarm MALICIOUS	
False Alarm – system malfunction	
Weather Wires Down	2
Special Incident - other	
Monthly Total:	27
YTD:	137

RESOLUTION# 35 – 2025

OPENING OF SEALED BIDS FOR A SCRUB BROOM FOR THE TOWN HIGHWAY DEPARTMENT

WHEREAS: the Town Board solicited bids for a SCRUB BRUSH for the Town Highway Department and

WHEREAS: the Town Clerk's Office received 1 sealed BIDs by June 16, 2025, at 7:00PM from:

1. Greens Broomer for the amount of \$21, 547.00

now therefore be it

RESOLVED: that the Town Board acknowledges all BIDs for a Scrub Broom and will be awarded at a later date after all BIDs have been reviewed by the Town Highway Superintendent. The Town Board has the authority to accept or reject any and all BIDs.

MOTION BY: RODER

SECONDED BY: DEFREEST, JR.

VOTES OF: 5 AYE 0 NAY

**RESOLUTION 36 of 2025 OF THE TOWN BOARD OF THE TOWN OF STEPHENTOWN AWARDING
BID FOR THE INSTALLATION OF AIR-SOURCE HEAT PUMPS FOR OFFICES IN THE
STEPHENTOWN TOWN HALL**

WHEREAS, the Town Board has solicited bids for the purchase and installation of air-source heat pumps for offices in the Stephentown Town Hall;

WHEREAS, the Town Board has carefully reviewed all submitted bids;

NOW THEREFORE BE IT DETERMINED THAT upon due evaluation it is determined that The Radiant Store, which proposes to provide the necessary heating and cooling for all seven offices in Town Hall, is the lowest responsive and responsible bidder;

NOW THEREFORE BE IT RESOLVED THAT the Town Board hereby awards to The Radiant Store the contract for the installation of air-source heat pumps for offices in the Stephentown Town Hall for the total contract price of Thirty-Three Thousand and Seven Hundred and Eight Dollars (\$33,788.00).

MOTION BY: DEFREEST, JR. SECONDED BY: KIDNEY

VOTES OF: 5 AYE 0 NAY

Discussion regarding the vendor that was awarded the bid – the 2nd lowest bid was awarded due to having a complete bid. The other vendors were missing requirements of the specifications.

Library provided an update of events anyone 18 and younger can participate in the Free Grab and Go food program put on by the County – The Library will be the pick-up location Pickup on Mondays for Tuesday, Wednesday and Thursday food and Thursdays for Friday, Saturday, Sunday and Monday food. Renovations have been made to the Children's Room, and it has doubled in size. Computer classes are being offered for 5 weeks, 2 days per week, Alexandra Pierce was the Scholarship winner this year.

Assessor provided a report on Grievance Day – no grievances were made. Petersburg is potentially going to be doing a reassessment too. Stephentown's will be next year.

Council Clark announced that the Fire Department is working with the Red Cross to establish a plan should there be an emergency, an Emergency Service Plan will be provided at the fire hall by the Red Cross and they will provide all services including food, medical services and all supplies needed. We would like to get the Town Hall included in this plan, there is no charge, there will be an update as the Fire Department works through the process.

MOTION TO ADJOURN AT 7:47 PM

MOTION BY: KIDNEY SECONDED BY: DEFREEST, JR.

VOTES OF: 5 AYE 0 NAY

****The next Regular Meeting of the Town Board, Town of Stephentown will be held on Monday, July 21st, 2025 at 7:00 PM at the Town Hall located at 26 Grange Hall Road, Stephentown, NY 12168.**

Stephanie M. Coffman

Town Clerk