

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) Council Diana Clark

(X) Council Kyle Kidney

(X) Council John E. DeFreest Jr.

() Council Tammy Madden

(X) Town Clerk Stephanie Hoffman

(X) Alden Goodermote, Highway Superintendent

(X) Jennifer Van Deusen, Assessor

() Legal Counsel

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