TOWN BOARD MEETING
TOWN OF KINGSBURY
November 2, 2026

The regular meeting of the Town Board of the Town of Kingsbury was held at the Town Hall 6 Michigan Street Hudson Falls, New York, on November 2, 2026 @ 6:30 PM.

Members Present:

- Supervisor Dana Hogan
- Councilman Dan Washburn
- Councilman James Lindsay
- Councilman Sean Akins
- Councilman Scott Lindsay

Also Present: Billy Jo MacDuff, Town Clerk; Mason Leonard, Highway Superintendent; Jeff Meyer, Town Attorney; Stephanie Bitter (Representing Tractor Supply); Mike LaRose

The meeting was called to order by Supervisor Hogan, followed by the Pledge of Allegiance to the Flag.

Approval of Minutes of October 19th, 2026

A motion was made to approve the minutes.

- **Motion:** Councilman James Lindsay
- **Second:** Councilman Dan Washburn
- **Carried:** All in favor

Resignation & Appointment: Board of Assessment Review

The Board received and accepted the formal resignation of John Murray from the Board of Assessment Review, where he also served as Chairman.

- **Motion to Accept:** Councilman Sean Akins
- **Second:** Councilman Scott Lindsay
- **Carried:** All in favor

Public Hearing: 2027 Preliminary Budget & Fire Protection District Contract

https://www.kingsburyny.gov/

Supervisor Hogan opened the public hearing at 6:33 PM for the 2027 Preliminary Budget and the Fire Protection District Contract. Following three calls for public comments, and hearing none, the public hearing was closed at 6:33 PM.

A motion was made to approve the 2027 Preliminary Budget and a Resolution to authorize the Town Supervisor to sign the 2027 Fire Protection District Contract.

- **Motion:** Councilman Dan Washburn
- **Second:** Councilman James Lindsay
- **Carried:** All in favor

Justice Court Clerical Personnel Adjustments

Supervisor Hogan reported on correspondence from Judge Humiston regarding clerical hours and workloads attributed to the District Attorney's diversion program.

Following consultations with the Comptroller, the Board authorized shifting the primary full-time court clerk to a standard 40-hour work week. One part-time clerk position will be capped at 20 hours per week to comply with secondary-clerk statutory ratios, yielding a total of 80 clerical hours per week.

The Board noted opposition to a proposal from the Justice Court regarding the temporary closure of the office to public foot traffic, citing the precedent it would establish.

Fiscal Year 2026 Budget Transfers

The Board approved a unified resolution for several fiscal year 2026 budget transfers:

- **Motion:** Councilman Sean Akins
- **Second:** Councilman Scott Lindsay
- **Carried:** All in favor

TOWN OF KINGSBURY - BUDGET TRANSFER: NOVEMBER 2, 2026 MEETING

FISCAL YEAR: 2026

GF/WT	FROM:	CENTRAL GARAGE-CONTRACTUAL	1.5132.4	$	3,000.00
	TO:	CENTRAL GARAGE-PERSONAL SERVICES	1.5132.1	$	3,000.00
	PURPOSE:	ANTICIPATED YEAR-END NEEDS			
	FROM:	CELEBRATIONS	1.7550.4	$	500.00
	TO:	PARKS-PERSONAL SERVICES	1.7110.1	$	500.00
	PURPOSE:	ANTICIPATED YEAR-END NEEDS			
HWY/WT	FROM:	BRIDGES-PERSONAL SERVICES	3.5120.1	$	3,000.00
		BRIDGES-CONTRACTUAL	3.5120.4	$	5,000.00
		MACHINERY-PERSONAL SERVICES	3.5130.1	$	4,000.00
		STATE RETIREMENT	3.9010.8	$	2,400.00
		HOSPITAL & MEDICAL INSURANCE	3.9060.8	$	10,468.82
	TO:	MACHINERY-EQUIPMENT	3.5130.2	$	24,868.82
	PURPOSE:	DUMP BOX			
WATER	FROM:	ADMINISTRATION-CONTRACTUAL	7.8310.4	$	4,500.00
	TO:	ADMINISTRATION-PERSONAL SERVICES	7.8310.1	$	4,000.00
		SOCIAL SECURITY	7.9030.8	$	500.00
	PURPOSE:	ANTICIPATED YEAR-END NEEDS			

Sewer District Extension Petition & Public Hearing Schedule

Stephanie Better presented a Map, Plan, and Report prepared by CT Male for an extension of the existing sewer district on Burgoyne Avenue. The extension is required to establish connectivity for a proposed Tractor Supply commercial retail construction project.

The Board accepted the petition and set a formal public hearing for **November 16, 2026**.

- **Motion:** Councilman Dan Washburn
- **Second:** Councilman Scott Lindsay
- **Carried:** All in favor

TOWN BOARD OF THE TOWN OF KINGSBURY

COUNTY OF WASHINGTON, STATE OF NEW YORK

Resolution No. 10 of 2026

Adopted November 2nd , 2026

Introduced by Councilman Dan Washburn

who moved its adoption

Seconded by Councilman Scott Lindsay

RESOLUTION SETTING PUBLIC HEARING ON PROPOSED EXTENSION TO SEWER DISTRICT NUMBER 3 (HANNAFORD PLAZA DISTRICT) IN THE TOWN OF KINGSBURY

WHEREAS, the Town Board of the Town of Kingsbury (the "Town Board") has been presented with a petition from the following property owners seeking extension to Town of Kingsbury Sewer District Number 3 (Hannaford Plaza Sewer District):

Owner	Address	Tax Map Parcel No.	Deed Book/Page
3724 Burgoyne Avenue		**146.-3-18**	**2022-6206**
James R. Vaughn	3724 Burgoyne Ave, Hudson Falls, New York 12839		
3716 Burgoyne Avenue		**146.-3-17**	
New York State	3716 Burgoyne Ave, Hudson Falls, New York 12839		
3686 Burgoyne Avenue		**146.-3-7**	**454 / 113**

Nancy N. Caputo 5535 State Route 40, Argyle, New York 12809

3739 Burgoyne Avenue 146.19-1-3 2020-6543S&

FIDC 124 LLC 100 DeBartolo Pl Ste 400, Boardman, Ohio 44512

3685 Burgoyne Avenue 146.-3-8 2009-58295

S & M Redmond, Inc. 3685 Burgoyne Ave, Hudson Falls, New York 12839

WHEREAS, the Town's wastewater treatment system is currently adjacent to the above referenced parcels: 3739 Burgoyne Avenue, and 3685 Burgoyne Avenue are currently connected to the public sewer system, and 3724 Burgoyne Avenue, 3716 Burgoyne Avenue, and 3686 Burgoyne Avenue are currently served by private on-site sewer systems, all of whom are not currently part of a sewer district; and

WHEREAS, the consideration and proposed adoption of this resolution is an action under the New York State Environmental Quality Review Act (SEQRA). The Town Board hereby declares that this action is an Unlisted action pursuant to 6 NYCRR 617 et. seq., which will undergo uncoordinated review Part 1 of the Short Environmental Assessment Form is attached hereto and made a part hereof; and

WHEREAS, the Town Board wishes to set a public hearing on said petition.

NOW, THEREFORE BE IT

RESOLVED, that the petition is proper; and be it further

RESOLVED, that a public hearing shall be scheduled for the consideration of this proposed extension to Town of Kingsbury Sewer District Number 3 (Hannaford Plaza District) to be

held by the Town Board on November 16, 2026 at 6:30 pm at the offices of the Town of Kingsbury; and be it further

RESOLVED, that the Town Clerk is direct to post and publish a notice of said public hearing in the official newspaper of the Town at least ten (10) days before the hearing.

RESOLVED, that this resolution shall take effect immediately.

PRESENT:

AYES:

NAYS:

ABSENT:

{Seal}

Billy Jo MacDuff, Town Clerk

Town of Kingsbury

TOWN OF KINGSBURY, NEW YORK

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that a public hearing will be held by the Town Board of the Town of Kingsbury on November 16, 2026 at 6:30 pm at the Offices of the Town of Kingsbury, 6 Michigan Street, Hudson Falls, New York, 12839 to discuss a proposed extension to Town of

Kingsbury Sewer District Number 3 (Hannaford Plaza District) for five (5) properties located within the Town that are not currently in a district. The properties are: 3724 Burgoyne Avenue, Kingsbury, tax identification no. 146.-3-18 (Vaughn, James R.); 3716 Burgoyne Avenue, Kingsbury, tax identification no. 146.-3-17 (NYS); 3686 Burgoyne Avenue, Kingsbury, tax identification no. 146.-3-7 (Caputo, Estate of Nancy); 3739 Burgoyne Avenue, Kingsbury, tax identification no. 146.19-1-3 (FIDC 124 LLC); and 3685 Burgoyne Avenue, Kingsbury, tax identification no. 146.-3-8 (S & M Redmond, Inc.).

By order of the Town Board of the Town of Kingsbury, New York, dated November 2, 2026.

Billy Jo MacDuff

Town Clerk

Resignation & Appointment: Planning Board

The Board received and accepted the formal resignation of Karen LaRose from the Town Planning Board, effective immediately. Alternate Todd Murphy was appointed to fill the vacancy.

- **Motion:** Councilman Sean Akins
- **Second:** Councilman Scott Lindsay
- **Carried:** All in favor

The Board noted that advertisement and outreach will commence to recruit new alternates for the open Planning Board and Board of Assessment Review positions.

Water Infrastructure Update

The Board noted that updated water flow data is currently being retrieved from engineering experts to satisfy outstanding review queries from Kathleen.

Code Enforcement & Property Maintenance

Supervisor Dana Hogan confirmed that the abandoned property and garage structure located at 3569 Burgoyne Ave. has been completely boarded up and secured by town personnel. The final itemized invoice has been forwarded to Rebecca to be paid. Invoice then will be sent to Washington County to be attached to their taxes.

New Business: Municipal Online Bill Pay Integration

The Board reviewed a proposal from Express Bill Pay to implement digital utility payment infrastructure for town water bills.

- **Terms:** Vendor to waive the $2,700 setup fee. Fixed municipal administrative cost of $130 per month. One-time expenditure of $330 for an in-house credit card processing terminal.
- **Consumer Fees:** Processing transaction fee of 3.5% for credit card payments or a flat $2.00 fee for e-check transactions.
- **Public Access:** Traditional in-person payments via cash or checks will remain available.

A motion was made to enter into a contract with Express Bill Pay, pending a standard final review of contractual legal terms by Town Counsel Jeff.

- **Motion:** Councilman Scott Lindsay
- **Second:** Councilman Dan Washburn
- **Carried:** All in favor

Executive Session

A motion was made to adjourn the regular session and enter Executive Session at 6:50 PM to discuss specific personnel matters.

- **Motion:** Councilman Dan Washburn
- **Second:** Councilman James Lindsay
- **Carried:** All in favor

Exit Executive Session At 7:01 PM no action taken at this time.

- **Motion**: Councilman Dan Washburn
- **Second:** Councilman James Lindsay
- **Carried**: All in favor

Meeting adjourned at 7:01 PM

Respectfully submitted,

Billy Jo MacDuff, Town Clerk

Town of Kingsbury