

**DATE:** DECEMBER 30, 2025

**KIND OF MEETING:** TOWN BOARD

**WHERE HELD:** SCHODACK TOWN HALL

**CLERK:** DEBRA L. CURTIS

**PRESIDING OFFICER:** CHARLES J. PETER

**MEMBERS PRESENT:** SCOTT SWARTZ  
MICHAEL KENNEY  
SARAH RAE COYNE

**MEMBERS ABSENT:** JAMES E. BULT

**ATTORNEY:** CHRISTOPHER LANGLOIS, ESQ.

**COMPTROLLER:**

**OTHERS PRESENT:** DAWNE KELLY, ASSISTANT TO THE SUPERVISOR

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Supervisor Peter called the December 30, 2025 Town Board Meeting to order at 7:00 p.m. with the Pledge of Allegiance and dispensed with roll call. All present as noted above.

### **Briefing of the Agenda**

S. Peter gave a summary of all resolutions as follows: resolution 2025-327 amends salaries for 2026; resolution 2025-328 sets the date for the organizational meeting; resolution 2025-329 approves the CSEA Union Contract; resolution 2025-330 authorizes the Town Clerk to sign an agreement with eBizDocs for scanning services; resolution 2025-331 eliminates the charge for second notices of Property Tax Bills; resolution 2025-332 awards a proclamation to Liam Connelly for achieving the rank of Eagle Scout and resolution 2025-333 authorizes the payment of claims as directed by the Comptroller.

**Board Comment:** S. Peter raised the question, as the board had not received the abstracts prior to the meeting, if resolution 2025-333 should be withdrawn. C. Swartz said he was not comfortable approving the claims without reviewing the abstracts.

**Public Comment:** A resident questioned what the claims were for. S. Peter explained that vouchers were submitted each month and ones without prior authorization needed to be approved by the board. Usually, the abstract was emailed to the board members for review; however, they had not been received. The resident asked if she would need to submit a FOIL request to obtain a copy of the abstract. The Town Clerk said yes.

D. Kelly mentioned that she had a breakdown of the claim totals in her office. S. Peter asked for a brief recess to allow her to retrieve it. C. Swartz made a motion for recess at 7:06 p.m., seconded by C. Kenney. 4 Ayes 0 Noes. **MOTION CARRIED.** Ayes – M. Kenney, S. Swartz, S. Coyne, C. Peter. Noes – 0.

C. Coyne made a motion to adjourn the recess at 7:09 p.m., seconded by C. Swartz. 4 Ayes 0 Noes. **MOTION CARRIED.** Ayes – M. Kenney, S. Swartz, S. Coyne, C. Peter. Noes – 0.

**Review of Abstracts of Claims:** The Board reviewed a breakdown of claims #25-2176 to #25-2263 on Abstract No. 2025-13 in the amount of \$250,367.51.

**Adoption of Resolutions**

**EXPLANATION: Bracketed and strikethrough indicates language that was stricken from the resolution when adopted. Underlined indicates language that was added to the resolution when adopted. A WITHDRAWN resolution is so noted and italicized.**

C. Swartz made a motion to adopt the following resolution, seconded by C. Coyne:

**NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN BOARD OF THE TOWN OF SCHODACK DOES HEREBY:**

**2025-327** Amend resolution 2025-315 as adopted on December 12, 2025 to reflect an hourly rate for the Director in Training of Planning and Zoning and to add hourly rate for the Confidential Assistant to Police Chief as follows:

Town of Schodack Salary Resolution 2026			
Adopt the following annual salary expense for the calendar year 2026:			
Director in Training of Planning & Zoning	\$ <del>65,011.00</del>		
	<b>\$35.72</b>	<b>Hourly</b>	<b>2</b>
<b>Confidential Assistant to Police Chief</b>	<b>\$31.05</b>	<b>Hourly</b>	
Assistant to the Assessor	<del>\$23.86</del>	Hourly	
	<b>\$24.50</b>	<b>Hourly</b>	
Deputy Tax Receiver	<del>\$23.29</del>	Hourly	
	<b>\$24.00</b>	<b>Hourly</b>	

4 Ayes 0 Noes. **MOTION CARRIED.** Ayes – M. Kenney, S. Swartz, S. Coyne, C. Peter. Noes – 0.

C. Coyne made a motion to adopt the following resolution, seconded by C. Kenney:

**NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN BOARD OF THE TOWN OF SCHODACK DOES HEREBY:**

**2025-328** The Organizational Meeting of the Town Board will be held on January 8, 2026 at 7 p.m. at the Schodack Town Hall at 265 Schuurman Road.  
4 Ayes 0 Noes. **MOTION CARRIED.** Ayes – M. Kenney, S. Swartz, S. Coyne, C. Peter. Noes – 0.

C. Kenney made a motion to adopt the following resolution, seconded by C. Swartz:

**NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN BOARD  
OF THE TOWN OF SCHODACK DOES HEREBY:**

**2025-329** Authorize Supervisor Peter to execute and administer the Memorandum of Agreement by and between the Town of Schodack and CSEA/Highway dated December 23, 2025.

4 Ayes 0 Noes. **MOTION CARRIED.** Ayes –M. Kenney, S. Swartz, S. Coyne, C. Peter. Noes – 0.

C. Swartz made a motion to adopt the following resolution, seconded by C. Coyne:

**NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN BOARD  
OF THE TOWN OF SCHODACK DOES HEREBY:**

**2025-330** Authorize Debra Curtis, Town Clerk, to execute and administer a contract with eBizDocs (formerly Image Data) and NYSID for document scanning services for oversized plans of associated building permits at a cost not to exceed \$3,203.50, as budgeted. Funds to be encumbered from 2025 Records Management budget to be utilized in 2026.

4 Ayes 0 Noes. **MOTION CARRIED.** Ayes –M. Kenney, S. Swartz, S. Coyne, C. Peter. Noes – 0.

C. Coyne made a motion to adopt the following resolution, seconded by C. Kenney:

**NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN BOARD  
OF THE TOWN OF SCHODACK DOES HEREBY:**

**2025-331** Resolve to eliminate \$2.00 Property Tax bill second notice charge effective December 31, 2025.

4 Ayes 0 Noes. **MOTION CARRIED.** Ayes –M. Kenney, S. Swartz, S. Coyne, C. Peter. Noes – 0.

C. Kenney made a motion to adopt the following resolution, seconded by C. Swartz:

**NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN BOARD  
OF THE TOWN OF SCHODACK DOES HEREBY:**

**2025-332** **WHEREAS**, Liam Connelly, son of Mark and Meghan Connelly on the 13th of November in the year two thousand twenty-five, was awarded the rank of Eagle Scout, the highest rank a boy can achieve in scouting; and

**WHEREAS**, Liam started his journey in scouting as a Webelo in 2018, with Pack 253, and

**WHEREAS**, Liam has earned the Arrow of Light award the highest Cub Scout honor, and

**WHEREAS**, Liam is a member of Boy Scout Troop 53, and has earned 30 Merit Badges in his 7 years of Boy Scouting, and

**WHEREAS**, Liam has served the troop as Senior Patrol Leader, Patrol Leader, and Instructor, and

**WHEREAS**, as his Eagle Scout project, Liam, with the assistance of other Scouts, Scout leaders, and family and friends, built two eight-foot-long benches for the pickleball courts at the Schodack Town Park, and

**WHEREAS** Liam is a senior at Maple Hill High School, where he is a member of the track team, President of the National Honor Society, and will be attending SUNY Geneseo next fall, and

**NOW, THEREFORE, BE IT RESOLVED** that the **Town Board of the Town of Schodack** commends and congratulates Liam Connelly upon the auspicious occasion of being awarded the rank of Eagle Scout, Boy Scouts of America; and

**BE IT FURTHER RESOLVED** that Supervisor Peter will transmit a copy of this resolution, suitably engrossed to Liam Connelly.

4 Ayes 0 Noes. **MOTION CARRIED.** Ayes –M. Kenney, S. Swartz, S. Coyne, C. Peter. Noes – 0.

S. Peter made a motion to adopt the following resolution, as amended, seconded by C. Coyne:

**NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN BOARD OF THE TOWN OF SCHODACK DOES HEREBY:**

**2025-333** Authorize the Comptroller's recommendation to direct the Town Supervisor to pay the claims #25-2176 to 25-2263 on Abstract No. 2025-13, in the amount of ~~\$862,782.94~~ \$250,367.51 including the claims paid prior of \$612,415.43.

4 Ayes 0 Noes. **MOTION CARRIED.** Ayes – M. Kenney, S. Swartz, S. Coyne, C. Peter. Noes – 0.

### **Executive Session**

C. Swartz made a motion at 7:13 p.m. to enter an Executive Session of the board pursuant to Public Officers Law, Article 7, §105(1-e). Seconded by C. Coyne.

4 Ayes 0 Noes. **MOTION CARRIED.** Ayes –M. Kenney, S. Swartz, S. Coyne, C. Peter. Noes – 0.

S. Peter noted that there would be no further business following the executive session.

C. Coyne made a motion to adjourn the Executive Session at 8:16 p.m., seconded by S. Peter.

4 Ayes 0 Noes. **MOTION CARRIED.** Ayes –M. Kenney, S. Swartz, S. Coyne, C. Peter. Noes – 0.

### **ADJOURNMENT**

As there was no further business before the Board, C. Kenney made a motion to adjourn the 12/30/25 Town Board meeting at 8:16 p.m., seconded by C. Swartz. Meeting adjourned.

Respectfully Submitted,

Debra L. Curtis  
Schodack Town Clerk

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