

A regular meeting of Town Board of the Town of Kingsbury was conducted on July 6th, 2026 - 6:30 p.m. at 6 Michigan Street Hudson Falls.

Town Board Present:

Dana Hogan, Town Supervisor

James Lindsay, Councilman

Dan Washburn, Councilman

Absent:

Councilman Akins

Councilman S. Lindsay

Others Present:

Billy Jo MacDuff, Town Clerk

Mason Leonard, Highway Superintendent

Jeff Meyer, Town Attorney

Lisa Boucher

Lisa Catalfamo

Ross Cortese

The meeting was called to order at 6:30 pm, by Supervisor Hogan and opened for the order of business with The Pledge of Allegiance by Councilman J. Lindsay.

1. Approval of June 15th, 2026 minutes:

A motion by Councilman J. Lindsay Second by Councilman Washburn, carried by a vote of 3 ayes.

2. Record of Activities-Billy Jo MacDuff: determined all activities recorded are official duties, a motion Councilman Washburn Second by Councilman J. Lindsay carried by vote of 3 ayes.

3. Cyber Insurance Renewal to authorize Dana to sign the attached quote: A motion by Councilman J. Lindsay Second by Councilman Washburn, carried by a vote of 3 ayes.

4. Appointment for Ted Fowler as Enforcement Officer retro from May 13th, 2026: A motion by Councilman J. Lindsay Second by Councilman Washburn carried by a vote of 3 ayes.

5. Ongoing ADU Discussion: The Board reviewed a draft local law concerning accessory dwelling units. Counsel explained that the draft was intended to begin discussion and included highlighted language and questions for Board direction regarding size, scope, and location requirements.

- The Board agreed members should review the draft in more detail and provide comments before setting a public hearing.
- The Board discussed requiring biennial inspections and charging a \$75 inspection fee every two years, with a \$40 reinspection fee if needed.
- The Board discussed draft size limitations, including language that an accessory dwelling unit remains subordinate to the principal dwelling and not exceed 40% of the gross floor area of the principal dwelling.
- The matter will be revisited at a future July meeting after members have had time to review the draft line by line.

6. Tow Path / Empire State Trail Study

The Board discussed a proposed study of the tow path section associated with the Empire State Trail. Concerns were noted regarding trail safety, loose stone, bicyclists, families with children, and the condition of the adjacent canal area.

- The proposed target budget for the study was discussed as approximately \$25,000.
- The Board noted that any future construction project could be significantly more expensive and would likely require grant funding.
- The Supervisor indicated he would confirm in writing that there would be no initial out-of-pocket cost to the Town before proceeding.

A motion was made by Councilman J. Lindsay and seconded by Councilman Washburn carried by a vote of 3 ayes to authorize moving forward with the study, subject to confirmation of no upfront Town cost.

Town Clerk Report:

The Clerk reported that five RFQs had been sent out for audit services for tax office on previous Town Clerk and no responses had been received. Rebecca will reach out to the State Comptroller's Office for guidance.

Mason Leonard- Highway Superintendent: The Highway Department reported on several equipment and facility matters.

- Quotes are being obtained for a proposed salt storage building. Two quotes received were approximately \$515,000 and \$480,000 for a 72-foot by 100-foot building, with the Town responsible for site work and paving. A third quote is expected.
- The Department discussed pricing for a new truck for anticipated 2028 delivery. The quoted fully completed price was approximately \$343,600, including warranty coverage.

- The Board authorized a letter of intent for the truck purchase, with the understanding that the Town would not be obligated to accept the truck and that payment for the cab and chassis would not occur before January 1, 2027. A motion was made by Councilman Washburn second by Councilman J. Lindsay, carried by a vote of 3 ayes.
- The Department recommended adding an extended warranty to the recently received truck. The warranty was described as a six-year/200,000-mile engine and emissions warranty at a cost of approximately \$7,000. The Board agreed to include the matter in upcoming budget discussions.
- The Department reported that the tractor had been out of service since Memorial Day due to a transmission issue. Parts had been backordered, but the tractor was expected to return by the end of the following week. In the interim, the County provided a 1983 Ford open-cab tractor for mowing.

Jeff Meyer – Town Attorney:

- The Town received a check from Tractor Supply in the amount of \$16,000 related to engineering review expenses.
- Regarding 3569 Burgoyne Ave., Jeff reported that all parties had been served and the Town was waiting for the time to answer to expire, expected near the end of July. If no answer is filed, the Town may proceed with a motion for summary judgment and seek additional judgments, liens, or related remedies.
- Counsel discussed the Tractor Supply matter and noted that the applicant may proceed with petitioning for extension of the water district, including preparation of the map, plan, and report.

Public Comment

Public comment was opened. A member of the public referenced interest in the accessory dwelling unit discussion. Will share her thoughts at a later time.

Executive Session

The Board indicated that an executive session was not needed.

Meeting Adjourned – 6:58PM

Respectfully submitted,

Billy Jo MacDuff, Town Clerk