

TOWN OF KINGSBURY

TOWN BOARD MEETING

DRAFT MINUTES

Date: October 5, 2026

Time: 6:30 p.m.

Location: Kingsbury Town Hall

CALL TO ORDER

Supervisor Hogan called the meeting to order at 6:30 p.m., followed by the Pledge of Allegiance.

ROLL CALL

Present:

Supervisor Hogan

Councilman Dan Washburn

Councilman James Lindsay

Councilman Scott Lindsay

Councilman Sean Akins

Others Present:

Billy Jo MacDuff – Town Clerk

Mason Leonard- Highway Superintendent

Jeff Meyer- Town Attorney

Chris Caputo

Stephanie Bitter

Kathryn Serra- CT Male Rep

APPROVAL OF MINUTES

September 21, 2026, Town Board meeting minutes were presented for approval.

Motion made by Councilman Sean Akins, seconded by James Lindsay to approve the September 21, 2026, minutes as presented.

Vote: All in favor. Motion carried.

SEWER DISTRICT NO. 3 EXTENSION — MAP, PLAN AND REPORT

Kathryn Serra, Project Manager with CT Male Associates, presented the draft Map, Plan and Report for the proposed extension of Sewer District No. 3 along Burgoyne Avenue.

<https://www.kingsburyny.gov/>

Ms. Serra explained that the area is currently served by an existing sewer system. Several properties are already connected to the system but are not formally included within the Town's sewer district. The proposed extension would formally incorporate five parcels into Sewer District No. 3.

The proposed parcels include the Walgreens property, the dental/medical office property, 3724 Burgoyne Avenue, the New York State Department of Transportation property, and the Tractor Supply property.

The existing system consists of an eight-inch gravity sewer extending along Burgoyne Avenue to the existing pump station located near Hannaford Plaza.

No new capital improvements are currently proposed as part of the sewer district extension. The existing sewer infrastructure and pump station would be utilized.

The Sewer District has requested restrictions on future connections from the larger parcels. The proposed restrictions would limit the 3724 Burgoyne Avenue parcel to its existing single-family residential use and the Tractor Supply parcel to its existing commercial use unless additional capacity review is completed.

The capacity of the existing pump station remains under review. Available records regarding the station are limited. CT Male Associates will conduct a site inspection and work with the Sewer District to perform a drawdown test and verify the station's capacity.

Based upon preliminary calculations, the proposed connections could utilize approximately 80% of the pump station's capacity. The Sewer District requested additional verification before proceeding.

Ms. Serra reviewed anticipated costs associated with the proposed extension, including a \$2,500 sewer connection fee and a \$25 inspection fee for properties requiring a new connection. Estimated connection costs for individual properties would vary depending upon site conditions and the type and location of the connection.

The proposed sewer usage rate was discussed at approximately \$8.69 per 1,000 gallons, along with an ad valorem charge of approximately \$0.72 per \$1,000 of assessed value. An annual out-of-district surcharge of approximately \$276.85 per equivalent unit was also discussed for applicable connected properties.

The Board discussed the potential subdivision of larger parcels and the importance of ensuring that future subdivisions do not result in connections that exceed the capacity of the existing pump station. Appropriate restrictive language will be reviewed with Town Counsel and included in the Map, Plan and Report and/or related resolutions as appropriate.

The Board also discussed the history of the Hannaford pump station and the limited information currently available regarding its actual operating capacity.

CT Male Associates will continue its investigation and coordinate with the Sewer District and Town Counsel.

The Board discussed the anticipated petition process for the proposed sewer district extension. Upon receipt of a petition, the Board may consider accepting the petition, scheduling a public hearing, and proceeding with the formal district extension process.

The Board also discussed coordination with the Planning Board and the requirements of the State Environmental Quality Review Act (SEQRA).

The Board acknowledged receipt of the preliminary Map, Plan and Report.

Motion made by [Name to Confirm], seconded by [Name to Confirm], to acknowledge receipt of the Map, Plan and Report.

Vote: All in favor. Motion carried.

BUDGET WORKSHOP

The Board discussed scheduling a budget workshop.

A budget workshop was scheduled for **Wednesday, October 14, 2026, at 5:30 p.m.**

Motion made by Councilman James Lindsay, seconded by Councilman Sean Akins, to schedule the budget workshop for October 14, 2026, at 5:30 p.m.

Vote: All in favor. Motion carried.

MEDICARE ADVANTAGE PLAN

The Board discussed changes to the Town's Medicare Advantage plan.

Rebecca requested authorization for the appropriate Town representative to execute the necessary documents related to the plan changes.

Motion made by Councilman Sean Akins, seconded by Councilman Scott Lindsay, to authorize the appropriate Town representative to execute the necessary Medicare Advantage plan documents.

Vote: All in favor. Motion carried.

Small Employer Group 2027 Benefits
Medicare Advantage PPO \$15/\$25 Summary 203



Group Name: Town of Kingsbury
Effective Date: January 1, 2027 NEW 2027 Group Number: 00501926

2027 Proposed Rates		
Medical & RX	Dental	Total
\$401.12	\$6.00	\$407.12

NOTE: Rate is subject to New York State Department of Financial Services approval of employer group prescription drug plans.

By signing this rate quote, the employer group agrees to the following:

Compliance with the Centers for Medicare and Medicaid Services (CMS) requirements for Uniform Premium waivers in relation to premiums charged to our group plan participants. The employer group plan sponsor cannot charge participants covered under this plan an amount greater than the standard Medicare Part D beneficiary premium plus up to 100% of the value of any supplement prescription drug coverage.

Administration of any Low Income Subsidy (LIS) premium payments received for plan participants in accordance with CMS regulations (any LIS premium payments we receive from CMS for plan participants will be passed through to the employer group).

Compliance with alternative disclosure requirements under ERISA, including Summary Plan descriptions of benefit offerings to participants covered under this plan.

Qualification as an employer group under standard underwriting guidelines. The employer group plan sponsor must operate in the plan service area, offer active employees a benefit offering (no retiree only groups), have 2 or more employees, contribute to the premium and not be a Chamber, Trust or Association.

This is not a contract. It is intended to highlight the coverage of this program. Benefits are determined by the terms of the contract. All benefits are subject to medical necessity.

Quoted premium rates contain a factor for broker commissions included in the overall retention load. The Sales Representative providing this quote is a New York State licensed insurance producer. The individual will be compensated in part based on this sale. The amount of compensation is based on a number of factors, including the contract selected and the volume of sales. You may request information about the expected compensation from your Sales Representative.

Signature: _____ Title: _____ Date: _____
(Group Representative)

Quote Effective Date: 01/01/2027

ANNUAL NOTIFICATION

The Board reviewed an annual notification regarding an upcoming community event. The notification was provided for informational purposes only, and no action was required by the Board.

ZONING BOARD APPOINTMENT

The Board was advised that Brian Haessly has resigned from the Zoning Board due to his relocation to South Carolina.

Cindy Barton has expressed her willingness to serve on the Zoning Board.

Motion made by Councilman James Lindsay, seconded by Councilman Dan Washburn, to appoint Cindy Barton as a regular member of the Zoning Board.

Vote: All in favor. Motion carried.

EXECUTIVE SESSION

At approximately 6:50 p.m., the Board entered executive session to discuss legal and personnel matters.

Motion made by Councilman Dan Washburn, seconded by Councilman Scott Lindsay, to enter executive session.

Vote: All in favor. Motion carried.

No action was taken during executive session.

Motion to exit executive session by Councilman Dan Washburn and seconded by Councilman Scott Lindsay

The Board returned to regular session 7:10 PM

ADJOURNMENT

<https://www.kingsburyny.gov/>

There being no further business, the meeting was adjourned 7:10 PM

Respectfully submitted,

Billy Jo MacDuff

Town Clerk

Town of Kingsbury