

The meeting was held in person and called to order by the Supervisor at 7:00 p.m. with an attendance roll call and the Pledge of Allegiance.

<b>PRESENT:</b>	John Donohue, Jr.	Councilmember
	Laura Garrant	Councilmember
	Patrick Killian	Councilmember
	Mark Stewart	Councilmember
	Jesse A. Fish, Jr.	Supervisor
<b>ALSO PRESENT:</b>	Erin Trombley	Town Clerk
	Chris Abrams	Highway Superintendent
	Elizabeth Bennett	Confidential Secretary

**OTHERS PRESENT:** Brian Garrant, Bri Lebrecht.

Supervisor Fish started the meeting by welcoming new Councilmember Laura Garrant, who will be serving a three-year term of office. The Supervisor said that some contracts had not been received yet and would be addressed in future meetings. Those contracts include South Glens Falls Fire Company, Moreau EMS, and legal services, he said, and added that corrections had been made to the agenda that was published. He continued, saying, with the exception of the Recreation Committee, changes had been made to committee assignments. Each committee will consist of one councilmember and the Supervisor. He said this will reduce the number of committees each councilmember is assigned, and focus on each of their strengths.

Supervisor Fish said agenda items were in the form of resolutions and would be addressed in groups. He said councilmembers could pull any resolutions they wanted to address separately at the beginning of a section for further discussion or changes.

**Resolution 1-2026** A motion was made by Councilmember Stewart, seconded by Councilmember Donohue, to accept agenda item 1, as follows:

1. **BE IT RESOLVED**, that the Town Board sets the 2026 salaries for elected officials:

Town Supervisor		\$57,676.00
Councilmembers (each)		\$14,748.00
Town Justice (each)		\$34,798.00
Town Clerk		\$55,106.00
Highway Superintendent		\$88,267.00
Erin Trombley	Receiver of Taxes and Assessments	\$10,621.00
	Records Management Officer	\$1,286.00
	Registrar of Vital Statistics – (1/2 Birth & Death Certificate Filing Fees, in accordance with NYS Public Health Law Section 4173(3))	

Asked if all were in favor, the following responses were given:

Councilmember Donohue	Aye
Councilmember Garrant	Aye
Councilmember Killian	Aye
Councilmember Stewart	Aye
Supervisor Fish	Aye

The motion carried 5:0.

The Supervisor prefaced the next resolution by saying that Councilmember Killian had done a good job as Deputy Supervisor, but that he had a lot on his plate and was looking to step down from those additional Board responsibilities. The Supervisor said Councilmember Stewart would be filling that role if he accepted the position. Councilmember Stewart said he accepted.

**Resolution 2-2026** A motion was made by Councilmember Stewart, seconded by Councilmember Garran, to accept agenda items 2 & 3, as follows:

2. **BE IT RESOLVED**, that the Town Board accepts the following elected officials' at will appointments and sets the annual salaries (52 Week), as approved in the 2026 Budget except as otherwise provided under Town Law, Civil Service Law, or other applicable law, rule, or agreement.

Town Clerk's, At Will, Appointments:

Dianne Lewis	Deputy Town Clerk and Receiver of Taxes	\$48,204.00
	Deputy Registrar of Vital Statistics – (1/2 Birth & Death Certificate Filing Fees, in accordance with NYS Public Health Law-Section 4173(3))	
Maria Jennings	Deputy Town Clerk and Receiver of Taxes	\$48,204.00

Highway Superintendent's At Will, Appointment:

Brian Huntley	Deputy Highway Superintendent: (Compensated per CSEA Contract)
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Supervisor's, At Will, Appointments:

Elizabeth Bennett	Confidential Secretary/Assistant Bookkeeper	\$61,003.00
	FLSA (Fair Labor Standards Act) EXEMPT	
Mark Stewart	Deputy Supervisor	Unpaid

3. Supervisor's Committee Appointments:

Assessor	Garran
Building/Planning/Zoning	Killian
Highway	Donohue
Recreation	Stewart & Donohue
Facilities	Killian
Water & Sewer	Stewart
Economic Development	Killian
Technology	Killian
Transfer Station/Landfill	Donohue
Employee Compensation	Stewart
Cemeteries	Garran
Insurance	Garran
Industrial Park	Stewart
Moreau Emergency Squad	Donohue
So. Glens Falls Fire Co.	Stewart
Crandall Library	Garran
Moreau Community Center	Donohue

Asked if all were in favor, the following responses were given:

Councilmember Donohue	Aye
Councilmember Garrant	Aye
Councilmember Killian	Aye
Councilmember Stewart	Aye
Supervisor Fish	Aye

The motion carried 5:0.

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**Resolution 3-2026** A motion was made by Councilmember Stewart, seconded by Councilmember Killian, to accept agenda item 4, as follows:

4. **BE IT RESOLVED**, that the Town Board sets the following respective annual salaries (52 Week), hourly rates, or stipends, as approved in the 2026 Budget except as otherwise provided under Town Law, Civil Service Law, or other applicable law, rule, or agreement.

Leah Cronin	Assessor (10/01/26-9/30/31)	\$88,000.00
	FLSA (Fair Labor Standards Act) EXEMPT	
Matthew Espey	Senior Assessment Clerk	\$48,204.00
Merritt J. Westfall	Building, Planning & Development Coordinator	\$89,960.00
Matthew Dreimiller	Building Inspector/Code Enforcement Officer	\$67,824.00
Katrina Flexon	Building Department Clerk	\$48,204.00
Peter Bachem	Code Enforcement Officer	\$58,240.00
Kara Gutowski	Court Clerk	\$48,204.00
Ella McFadden	Court Clerk	\$48,204.00
Kristine Brown	Court Clerk, PT	\$20.80 hour
Danielle Relyea	Court Clerk, PT	\$20.80 hour
Parker Taft	Court Clerk, PT	\$20.80 hour
Edward Scalo	Court Clerk/Court Officer, PT	\$20.80 hour
Thomas Geraghty	Court Officer, PT	\$20.80 hour
Kyle Hutter	Court Officer, PT	\$20.80 hour
Elyse Stocker	Highway Department Clerk	\$48,204.00
Maureen Leerkes	Laborer, PT Temp/on call as needed	\$19.00 hour
Michael Hastings	Laborer, PT Temp/on call as needed	\$19.00 hour
Michael Lary	Wing/Flag, PT Temp/on call as needed	\$19.00 hour
Dillon Grace	Wing/Flag, PT Temp/on call as needed	\$19.00 hour
Jeremy Brogan	Recreation Director	\$78,000.00
Ellen Buttles	Recreation Department Clerk, PT	\$20.60 hour
Bruce Siergiey	Working Maintenance Supervisor	\$28.73 hour
Robert Shippee	Recreation Laborer, FT	\$22.88 hour
David Jones	Recreation Laborer, PT	\$22.58 hour
Vincent French	Recreation Laborer, PT	\$19.00 hour
Dave Gould	Recreation Laborer, PT	\$19.00 hour

*The 2026 Town of Moreau Organizational Meeting was held at 7:00 p.m. on January 6, 2026 at the Moreau Municipal Building, 351 Reynolds Road, Moreau, Saratoga County, New York.*

William Noonan	Recreation Laborer, PT	\$18.00 hour
Talan Fitzgerald	Recreation Laborer, PT	\$17.00 hour
Jacob Trzaskos	Recreation Laborer, PT	\$17.00 hour
Logan Powhida	Recreation Laborer, PT	\$17.00 hour
Carter Rillahan	Recreation Laborer, PT	\$17.00 hour
James Dillon	Recreation Laborer, PT	\$17.00 hour
Asher Martens	Recreation Laborer, PT	\$17.00 hour
Jeffrey Cruz	Principal Account Clerk	\$86,000.00
	Budget Officer	\$4,000
Anna Labiak	Accounts Payable/Water & Sewer Clerk	\$50,752.00
Christopher Rich	Cleaner (Town Hall/Highway)	\$21.42 hour
Marsha Morehouse	Transfer Station Manager	\$22.88 hour
Mary Vaillancourt	Transfer Station Laborer, PT	\$18.00 hour
Michael Hastings	Transfer Station Laborer, PT	\$20.00 hour
Stephen Rice	Transfer Station Laborer, PT	\$18.00 hour
Linda Hart	Transfer Station Clerk, PT	\$18.00 hour
William Amadon	Transfer Station Clerk, PT	\$18.00 hour
John McDermott	Transfer Station Laborer, PT	\$18.00 hour
Donna Estabrook	Transfer Station Laborer/Clerk, PT	\$18.00 hour
Earl Ruff	Transfer Station Laborer, PT	\$18.00 hour
Shawn Weller	Transfer Station Laborer, PT	\$18.00 hour
Kristian Mechanick	Water & Sewer Operator, Full-Time	\$33.52 hour
Jeffrey Guy	Water Department Laborer, Full-Time	\$26.34 hour
John Helwig	Crossing Guard (Tanglewood), PT	\$16.00 hour
Shawn Weller, Sr.	Crossing Guard (Tanglewood), PT	\$16.00 hour
Peggy Rowley	Crossing Guard (Moreau), PT	\$16.00 hour
Pamela Youker	Substitute Crossing Guard, As Needed	\$16.00 hour

Asked if all were in favor, the following responses were given:

Councilmember Donohue	Aye
Councilmember Garrant	Aye
Councilmember Killian	Aye
Councilmember Stewart	Aye
Supervisor Fish	Aye

The motion carried 5:0.

**Resolution 4-2026** A motion was made by Councilmember Stewart, seconded by Councilmember Killian, to accept agenda items 5-10, as follows:

- BE IT RESOLVED**, that the Town Board sets the stipend for Planning Board & Zoning Board of Appeals Members at \$100.00 per meeting for each attending member, including alternate

members, and \$120.00 per meeting for the Chairperson or Acting Chairperson, should the Chairperson be absent.

6. **BE IT RESOLVED**, that the Town Board sets the stipend for Planning Board & Zoning Board of Appeals Secretary at an amount of \$150.00 per meeting.
7. **BE IT RESOLVED**, that the Town Board sets the stipend for Board of Assessment Review Members at an amount not to exceed \$100.00 per meeting.
8. **BE IT RESOLVED**, that the Town Board appoints Reed Antis as the Town Historian and setting non-employee compensation per annum of \$1,800.00 for the Historian. Monthly reports are required to be submitted prior to the request for a stipend. Additionally, an annual report shall be submitted to the Saratoga County Historian's office. A copy of the annual report must be provided to the Town prior to the final monthly stipend request.
9. **BE IT RESOLVED**, that the Town Board appoints Jacquelyn Buckley, PA, as the Town of Moreau Local Health Officer for the calendar year 2026, at a stipend of \$2,000/year.
10. **BE IT RESOLVED**, that the Town Board appoints the Town Supervisor to the position of Freedom of Information Appeal Officer, effective 1/1/2026-12/31/2026

Asked if all were in favor, the following responses were given:

Councilmember Donohue	Aye
Councilmember Garrant	Aye
Councilmember Killian	Aye
Councilmember Stewart	Aye
Supervisor Fish	Aye

The motion carried 5:0.

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**Resolution 5-2026** A motion was made by Councilmember Stewart, seconded by Councilmember Donohue, to accept agenda item 11, as follows:

**EMPLOYEES AND ELECTED OFFICIALS OF THE TOWN:**

11. **BE IT RESOLVED**, that the Town Board sets forth the following employee policies for all full-time employees after 1/1/07 (not applicable to elected officials or those employees covered under CSEA contract), and defining "full-time" as any permanent employee working twenty (20) hours per week or more on a regular, continuing basis and "part-time" as any permanent employee working less than twenty (20) hours per week on a regular basis:

**Vacation Leave:** Full-time permanent employees hired on or after 1/1/07 will earn vacation leave upon the completion of their anniversary date of employment as follows:

1 <sup>st</sup> – 4 <sup>th</sup> anniversary =	2 weeks vacation
5 <sup>th</sup> – 11 <sup>th</sup> anniversary =	3 weeks vacation
12 <sup>th</sup> anniversary and beyond=	4 weeks vacation

Unused accrued vacation time may be carried over annually up to 10 workdays not to exceed a maximum of 30 days accrued vacation, but unused vacation time will not be paid in cash. Vacation schedules shall be approved in advance by each department head. The department head will notify the Town Supervisor of all vacation schedules approved for all employees in their department. All department heads and non-union employees must receive approval of their vacation schedule in advance by the Town Supervisor.

**Sick Leave:** Sick leave is leave with full pay for an employee's absence due to his/her illness or disability. Sick leave may be used by an employee due to the illness of his/her spouse, child or parent or the illness of any person residing with the employee.

All employees after six months of continuous service shall be entitled to one (1) day of paid sick leave for each month of service commencing from the first day of employment. Unused sick leave may be accumulated but cannot be paid in cash at any time. Any employees calling off sick shall notify their department head. The department head will in turn notify the Town Supervisor. A department head calling off sick shall notify the Town Supervisor.

After five (5) working days of sick leave or seven (7) calendar days, the employee must apply for NYS Disability Insurance Benefits and his/her sick leave pay shall be reduced by the amount of disability benefits he/she receives. For each day of sick leave after the fifth (5<sup>th</sup>) working day or seventh (7<sup>th</sup>) calendar day, the employee shall be able to utilize their leave accruals and be paid their full salary by the Town. The Town will retain the employee's Disability payment and credit the employee's leave accruals accordingly.

Any non-union employee who retires from the Town with an excess of 200 accumulated sick days, will be eligible to receive a monthly credit of either \$100.00 toward their co-payment of health insurance premiums or a \$100.00 monthly cash payment as a health insurance buyout, if they are not currently a member on the Town's health insurance plans, for every 20 days of accumulated sick leave in excess of the 200 accumulated days.

Any employee out on disability/suspended shall not accumulate additional sick time and shall pay the percentage of health insurance co-pay established by Town Board resolution while on disability/suspension if they are not receiving town wages.

**Personal Leave:** Personal leave is leave with full pay to enable employees to attend to personal business, including religious observance. Such leave is intended to provide employees with time to conduct their necessary personal affairs and it is not intended to be, and shall not be used as, additional vacation leave.

All full-time permanent employees shall receive four (4) personal days per year, prorated for new hires. Unused personal days shall be carried over as sick leave at the year end.

**Bereavement Leave:** Bereavement leave is leave with full pay for all full-time permanent employees for the purpose of attending the funeral, for religious observance or for such other purpose relating to the death of a member of an employee's immediate family. "Immediate family" shall mean a spouse, child, child's spouse, sister, brother, parent, grandparent, grandchild, mother-in-law, or father-in-law of the employee and shall also include any person residing with the employee. Such leave must be approved by the Supervisor and should not extend more than 3 days.

**Employee Leave Records:** All full-time employees will be responsible for monitoring their unused leave records for accuracy and will notify the Supervisor's office within 30 days of any discrepancies. Leave records may be viewed in the Town's current payroll software application, iSolved.

**Holidays:** All permanent full-time employees shall be granted twelve (12) paid holidays, with "holiday" being the same as the employee's workday, as follows:

New Year's Day	Martin Luther King Day
President's Day	Good Friday
Memorial Day	Fourth of July
Labor Day	Columbus Day
Veteran's Day	Thanksgiving Day
Day after Thanksgiving	Christmas Day

It shall be a violation of Town Policy for any employee to falsify payroll records. Such violation may result in termination of the offending employee.

If a holiday falls on a Saturday, the day of observance shall be the previous Friday. If a holiday falls on a Sunday, the day of observance shall be the following Monday. Unused holidays may not be carried over.

**Employee Benefits:** All full-time, year-round, permanent employees (see definition) and their eligible dependents will be entitled to receive the following benefits:

- NYS Employees' Retirement Plan (unused sick leave may be converted as additional service credit upon retirement).
- NYS Disability Insurance.
- Saratoga County Self-Insurance Plan (Workman's Compensation).

### **Insurance Benefits:**

All full-time, non-seasonal, permanent employees (see definition) and their eligible dependents shall be offered medical, prescription, optical and dental insurance benefits pursuant to programs approved by the Town Board. An employee who declines such insurance shall be entitled to a health insurance buy-out not to exceed \$1,500 per year.

Union employees will be required to contribute towards their health care expenses as per the CSEA contract. Non-union employees/retirees will be required to contribute towards their health care expenses at the following rates:

- Active employees hired before January 1, 2019 will contribute 20%.
- Active employees hired on or after January 1, 2019 will contribute 25%.
- Employees who retired before January 1, 2008 will have no change to contribution rates.
- Employees who retired between January 1, 2008 and December 31, 2021 will contribute 15%.
- Employees who retire on or after January 1, 2022 will contribute at the rate paid prior to retirement.

Unless the Town Board designates a probationary "waiting period" at the time of hire, these benefits will become effective within a thirty (30) day period after the day of employment. The above insurance

benefits will also be extended to Town Supervisor, Town Clerk and Highway Superintendent and grandfathered part-time elected officials.

**Discussion:** The Supervisor clarified that under “Vacation Leave” the employee must complete the designated year of service to qualify for the amount of vacation time listed. Councilmember Stewart said it was his understanding that the benefits were upon completion of the years listed.

Asked if all were in favor, the following responses were given:

Councilmember Donohue	Aye
Councilmember Garrant	Aye
Councilmember Killian	Aye
Councilmember Stewart	Aye
Supervisor Fish	Aye

The motion carried 5:0.

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**Resolution 6-2026** A motion was made by Councilmember Donohue, seconded by Councilmember Killian, to accept agenda items 12-19, as follows:

12. **BE IT RESOLVED**, that the Town Board authorizes any employee excused leave, not to exceed four (4) hours on an annual basis, to undertake a screening for cancer.
13. **BE IT RESOLVED**, that the Town Board permits a Town Employee, who is an active volunteer of the Moreau Emergency Squad or South Glens Falls Fire Company, to leave work to respond to fire and ambulance calls without prejudice or loss of time, as adopted 3/28/2017. (See Appendix.)
14. **BE IT RESOLVED**, that the Town Board authorizes the Supervisor’s Office to pay an employee who serves on active jury duty his/her normal wages, subject to proof of service from the Commissioner of Jurors, with the understanding that if they are only required to serve on jury duty for a portion of their workday, that they will return to work upon completion of their commitment for the day.
15. **BE IT RESOLVED**, that the Town Board authorizes a Town Official or employee to be reimbursed for the use of his/her own personal vehicle for Town Business and setting that rate at the rate set by the Internal Revenue Service. However, Town employees must receive prior Department Head approval for mileage reimbursement and must submit a voucher for reimbursement.
16. **BE IT RESOLVED**, that the Town Board requires that all employees, elected and appointed officials, must receive Town Board approval prior to attending a conference or seminar, if expenses for same are to be reimbursed by the Town. A Town of Moreau Employee Conference Reimbursement/Expense Worksheet and receipt(s) must be submitted to the Supervisor’s Office prior to Town Board approval. (See Appendix.)
17. **BE IT RESOLVED**, that the Town Board determines that a Town employee who is terminated from employment shall receive their final paycheck upon return of all Town property in his/her possession.



18. **BE IT RESOLVED**, that the Town Board adopts the attached Employee Training Reimbursement Policy and Training Reimbursement Agreement, if the training is a component of the employee's hired position. (See Appendix.)
19. **BE IT RESOLVED**, that the Town Board specifies that a prospective Town employee who fails to appear at a pre-employment physical and is subsequently employed by the Town shall be subject to a deduction of such costs associated with the exam from their compensation as a Town employee.

Asked if all were in favor, the following responses were given:

Councilmember Donohue	Aye
Councilmember Garrant	Aye
Councilmember Killian	Aye
Councilmember Stewart	Aye
Supervisor Fish	Aye

The motion carried 5:0.

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**Resolution 7-2026** A motion was made by Councilmember Stewart, seconded by Councilmember Killian, to accept agenda items 20-24, as follows:

20. **BE IT RESOLVED**, that the Town Board designates the Supervisor as the representative from the Town to attend the Annual Business Session of the Association of Towns of the State of New York, to be held at the New York Marriott Marquis, on February 16-19, 2025 and to cast the vote of the aforesaid Town, pursuant to Sect. 66 of Article III of the Constitution and By-Laws of said Association and in the absence of the Supervisor, the Building, Planning and Development Coordinator is designated to cast the vote for the Town.
21. **BE IT RESOLVED**, that the Town Board authorizes Town Clerk Erin Trombley and Councilwoman Laura Garrant to attend the Training School For Newly Elected Town Officials on January 14-16, 2026 at the Albany Capital Center, with the registration of \$250.00 each to be prepaid ahead of the January warrant, plus mileage.
22. **BE IT RESOLVED**, that the Town Board confers the benefits of Section 18 of the Public Officer's Law (Defense and Indemnification of Officers and Employees of Public Entities) upon the Town's employees, as that term is defined in Section 18(1) (b) of the Public Officer's Law, and to be held liable for the costs incurred under Section 18 of the Public Officer's Law.
23. **BE IT RESOLVED**, that an Elected, Appointed Official or Town employee shall be prohibited from accepting gifts in his/her official capacity with the Town with a value that exceeds fifteen dollars (\$15).
24. **BE IT RESOLVED**, that the Town Board requires the following to file an Oath of Office prior to the commencement of their employment or each newly elected term:

Deputy Highway Superintendent  
Deputy Town Clerks  
Confidential Secretary

Building Inspector/Code Enforcement Officer  
Planning and Zoning Board Members  
Court Officers  
Dog Control Officer

**Discussion:** Councilmember Stewart asked if BPD Coordinator Westfall would be attending the NYAOT Conference in New York City. Confidential Secretary Bennett pointed to item 20 and said Mr. Westfall had not yet submitted a request form. Councilmember Donohue said he was glad to see that Councilmember Garrant and Town Clerk Trombley would be attending newly elected training. He said it was very important, and that he had attended when he was first elected. He said the NY Association of Towns packed in a lot of information in a few days. Town Clerk Trombley said she was not aware she would be attending. Councilmember Stewart said if Ms. Trombley was available, she was approved to go. She said that training was excellent when she attended with the Supervisor in 2024. Councilmember Stewart said he supported any Councilmember attending the conference in New York City, despite the cost, because when he attended in 2024, it was some of the best few days of training he has received as a Board member.

Asked if all were in favor, the following responses were given:

Councilmember Donohue	Aye
Councilmember Garrant	Aye
Councilmember Killian	Aye
Councilmember Stewart	Aye
Supervisor Fish	Aye

The motion carried 5:0.

**Resolution 8-2026** A motion was made by Councilmember Donohue, seconded by Councilmember Garrant, to accept agenda items 25-29, as follows:

**CONTRACTS AND PAYMENTS:**

25. **BE IT RESOLVED**, that the Town Board authorizes the Supervisor to sign the following contracts and/or make payment in the amounts and terms stated in the contracts.

Dog Control Services	MJ Engineering
Saratoga County Youth Bureau	Civic Center of Moreau, Inc.
Saratoga County Animal Shelter	Professional Fire Protection, Inc.
Mountain Medical Services	Nussbaumer & Clarke Inc.
Saratoga County IMA Recycling Agreement	
CDTA Transportation Agreement	
Saratoga County Office for the Aging Nutrition Agreement	

26. **BE IT RESOLVED**, that the Town Board authorizes the payment of \$20,000.00 to the Historical Society of Moreau & South Glens Falls.

27. **BE IT RESOLVED**, that the Town Board authorizes the payment of \$7,500.00 to Grant Cottage.

28. **BE IT RESOLVED**, that the Town Board names Miller, Mannix, Schachner and Hafner as the Town Legal Counsel.

29. **BE IT RESOLVED**, that the Town Board names MJ Engineering, and Tim Burley from Nussbaumer & Clarke, Inc., as the Town's Engineers.

**Discussion:** There was a question from Councilmember Stewart about the absence of a contract with Miller, Mannix, Schachner & Hafner in item 25. Confidential Secretary Bennett said the contract in question had not been received yet, and that she thought the Board would prefer the Supervisor review the contract before authorizing his signature.

Asked if all were in favor, the following responses were given:

Councilmember Donohue	Aye
Councilmember Garrant	Aye
Councilmember Killian	Aye
Councilmember Stewart	Aye
Supervisor Fish	Aye

The motion carried 5:0.

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**Resolution 9-2026** A motion was made by Councilmember Stewart, seconded by Councilmember Donohue, to accept agenda items 30-39, as follows:

**FINANCIAL/INSURANCE:**

30. **BE IT RESOLVED**, that the Town Board authorizes the Supervisor to pay postage to refill postage meter, utility bills, state retirement, health insurance, leases, Town Board approved cash advances and payments due on contracts, prior to audit.

31. **BE IT RESOLVED**, that the Town Board authorizes Town Officers and Employees who collect town fees or other payments, to impose a service charge of \$20.00 on all returned checks as per General Municipal Law Section 5-328.

32. **BE IT RESOLVED**, that the Town Board authorizes the Supervisor's Office to accept block, faxed, scanned and electronic signatures from vendors on vouchers for payment, including photocopied signatures.

33. **BE IT RESOLVED**, that the Town Board allows the Supervisor to extend a loan to the Town Clerk in the sum of \$200.00 for one year for the purpose of making change and petty cash and the Receiver of Taxes \$250.00 for the purpose of making change.

34. **BE IT RESOLVED**, that the Town Board authorizes the Town Clerk the right to accept bingo and games of chance licenses and amendments, and the Town Board's authority to approve same.

35. **BE IT RESOLVED**, that the Town Board adopts the attached Purchasing Guidelines and the Town of Moreau's Procurement Policy. (See Appendix.)

36. **BE IT RESOLVED**, that the Town Board designates Arrow Bank as the depository for Town monies.
37. **BE IT RESOLVED**, that the Town Board authorizes the Town Clerk to collect all taxes, assessments, water and sewer charges, permit fees and other fees and charges payable to the Town, per Town Law Section 37 (1).
38. **BE IT RESOLVED**, that the Town Board designates Amsure, for the term of our current policy, as the insurance broker of record for commercial package policy and umbrella, including general liability, public official's liability, auto, fire, inland marine, cyber-security, and Town Officers and Employees Bonds currently in effect.
39. **BE IT RESOLVED**, that the Town Board authorizes and accepts as the official undertaking, the following bonds for Town Officers and Employees:

Officers & Employees:	Blanket \$500,000
Town Clerk/Tax Collector:	Additional \$1,000,000

Asked if all were in favor, the following responses were given:

Councilmember Donohue	Aye
Councilmember Garrant	Aye
Councilmember Killian	Aye
Councilmember Stewart	Aye
Supervisor Fish	Aye

The motion carried 5:0.

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**Resolution 10-2026** A motion was made by Councilmember Donohue, seconded by Councilmember Stewart, to accept agenda items 40-47, as follows:

**PUBLIC MEETINGS:**

40. **BE IT RESOLVED**, that the Town Board designates the regular monthly meetings of the Town Board to be set for the second and fourth Tuesdays of each month at 7:00 p.m. and Month-End Meetings at 6:45 p.m. on the fourth Tuesday of each month, unless otherwise designated by Town Board resolution.
41. **BE IT RESOLVED**, that the Town Board approves the following meeting dates and submission deadlines for the Planning Board and Zoning Board of Appeals.

<b>Planning Board</b>	
<b>Meeting Date</b>	<b>Submittal Deadline</b>
January 26, 2026	January 5, 2026
February 23, 2026	February 2, 2026
March 16, 2026	February 23, 2026
April 20, 2026	March 30, 2026
May 18, 2026	April 27, 2026

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June 15, 2026	May 26, 2026
July 20, 2026	June 29, 2026
August 17, 2026	July 27, 2026
September 21, 2026	August 31, 2026
October 19, 2026	September 28, 2026
November 16, 2026	October 26, 2026
December 21, 2026	November 30, 2026

<b>Zoning Board of Appeals</b>	
<b>Meeting Date</b>	<b>Submittal Deadline</b>
January 28, 2026	January 7, 2026
February 25, 2026	February 4, 2026
March, 25, 2026	March 4, 2026
April 22, 2026	April 1, 2026
May 27, 2026	May 6, 2026
June 24, 2026	June 3, 2026
July 22, 2026	July 1, 2026
August 26, 2026	August 5, 2026
September 23, 2026	September 2, 2026
October 28, 2026	October 7, 2026
November 18, 2026	October 28, 2026
December 16, 2026	November 25, 2026

42. **BE IT RESOLVED**, that the Town Board requires department heads to submit requests for the Town Board Agenda by 12:00 p.m. of the Friday preceding the scheduled board meeting.
43. **BE IT RESOLVED**, that the Town Board establishes the policy that minutes of all Town Board, Planning Board, and Zoning Board of Appeals Meetings be completed and made available for review by the respective Boards, within two weeks following the meeting, and all audio recordings of Town Board Meetings be made available to the public via the Town's website within three official workdays. All audio recordings of official Town meetings shall be retained and held within the custody of the Town.
44. **BE IT RESOLVED**, that the Town Board sets a time limit of 5 minutes per person to speak during Public Hearings and during the public comment period at Town Board meetings.
45. **BE IT RESOLVED**, that the Town Board designates the Town Clerk as the Town Official responsible for notifying the media of regular and special Town Board Meetings in compliance with the New York State Open Meetings Law.
46. **BE IT RESOLVED**, that the Town Board requires all department heads to submit a monthly report to the Town Board three business days prior to its first regularly scheduled bi-monthly meeting, outlining pertinent department activities, data, and issues the Town Board should be made aware of.
47. **BE IT RESOLVED**, that the Town Board designates the *Glens Falls Post-Star*, the *Chronicle*, and the *Saratogian* as the official newspapers to be used for all legal advertising.

Asked if all were in favor, the following responses were given:

Councilmember Donohue	Aye
Councilmember Garrant	Aye
Councilmember Killian	Aye
Councilmember Stewart	Aye
Supervisor Fish	Aye

The motion carried 5:0.

---

**Resolution 11-2026** A motion was made by Councilmember Stewart, seconded by Councilmember Donohue, to accept agenda items 48-52, as follows:

HIGHWAY ITEMS:

48. **BE IT RESOLVED**, that the Town Board authorizes the purchase of rock salt for the highway department at State Bid Price or below from Morton Salt, Inc. (County Contract #25-PWS-10R) through 7/31/26.
49. **BE IT RESOLVED**, that the Town Board authorizes the hiring of temporary employees to help with snow and other operations as needed at \$19.00 per hour.
50. **BE IT RESOLVED**, that the Town Board authorizes the Highway Superintendent to negotiate with the Superintendent of Highways of any municipality within the Counties of Saratoga, Warren, or Washington, to provide for the reciprocal use of Town owned highway machinery, tools, or equipment, upon such terms and conditions as agreed upon by the parties, including the Town Board.
51. **BE IT RESOLVED**, that the Town Board authorizes the Highway Superintendent to attend the New York State Transportation and Federal Surplus Auctions and be authorized to purchase items for the highway department, pending approval of the Town Board for all items purchased costing \$2,000.00 or more within monies budgeted for such purposes.
52. **BE IT RESOLVED**, that the Town Board authorizes the Town Board and Highway Superintendent to enter into an agreement for the expenditure of Town highway funds in the amount of \$1,481,500.00, per Town Highway Law §284. (See Appendix.)

Asked if all were in favor, the following responses were given:

Councilmember Donohue	Aye
Councilmember Garrant	Aye
Councilmember Killian	Aye
Councilmember Stewart	Aye
Supervisor Fish	Aye

The motion carried 5:0.

---

**Resolution 12-2026** A motion was made by Councilmember Stewart, seconded by Councilmember Garrant, to accept agenda items 53-8, as follows:

**ADDITIONAL DEPARTMENTS AND ITEMS:**

53. **BE IT RESOLVED**, that the Town Board authorizes the Saratoga County Animal Shelter to issue dog licenses on behalf of the Town of Moreau prior to the release of any impounded dog to a Town of Moreau resident pursuant to Article 7 of the NYS Agriculture & Markets Law.
54. **BE IT RESOLVED**, that the Town Board prohibits the use of all tobacco and cannabis products and vaping, in or on all Town owned or operated property and vehicles, to provide a safe and healthy work environment for all employees. Vaping includes the use of electronic nicotine and cannabis delivery systems or electronic smoking devices such as e-cigarettes, e-pipes, e-hookahs, and e-cigars.
55. **BE IT RESOLVED**, that, pursuant to Town Law Section 158, the Town Board of the Town of Moreau establishes the office of peace officer and/or special police officer, who shall be appointed on a temporary basis from time to time as the Town Board determines the services are necessary, with the compensation and uniform and equipment purchase as the Town Board shall fix.
56. **BE IT RESOLVED**, that the Town Board authorizes the Transfer Station to be closed on the following holidays:

New Year's Day  
Memorial Day  
Independence Day

Labor Day  
Thanksgiving Day  
Christmas Day

57. **BE IT RESOLVED**, that the Town Board authorizes the Harry J. Betar Recreation Park to be closed on the following holidays:

Thanksgiving Day  
Christmas Day

BE IT FURTHER RESOLVED, that the Town Board shall make the determination of any additional full day closures at the Rec Park.

58. **BE IT RESOLVED**, that the Town Board authorizes the Recreation Director to modify the hours at the Harry J. Betar Recreation Park on days it is open, relative to weather or season, and to close individual fields as deemed necessary, due to maintenance.

**Discussion:** With regard to item 57, the Supervisor said the Board had previously given the Recreation Director the authority to close the Recreation Park at his discretion. The Supervisor said they wanted to limit the Recreation Director's authority to changing Park operation hours. Closures other than those listed in item 25 would be authorized by the Town Board, he said. Councilmember Stewart agreed, stating that the Recreation Park is used most on holidays. Councilmember Killian asked if the decision would be made by text. Supervisor Fish said the Park was closed New Year's Day this year without a discussion with the Board. He said with kids out of school, families wanted to use the facilities for skating and sledding. He added that even if full-time employees couldn't be there, he felt part-time staff could cover the hours, even if the hours are reduced by the Recreation Director. Councilmember Stewart said that with Board inclusion in decisions, notice of closures can be made. Supervisor Fish said the Park closed at noon on New Year's Eve, and an employee said it would have been nice to do on Christmas Eve as well. Supervisor Fish said he thought they had closed at noon Christmas Eve. He added that the changes were meant to better serve the public. Asked if all were in favor, the following responses were given:

Councilmember Donohue	Aye
Councilmember Garrant	Aye
Councilmember Killian	Aye
Councilmember Stewart	Aye
Supervisor Fish	Aye

The motion carried 5:0.

---

Supervisor Fish said Highway Superintendent Abrams hadn't been aware that he could request a salt purchase at the last meeting in December for January, which is why they were entertaining the following.

**Resolution 13-2026** A motion was made by Councilmember Donohue, seconded by Councilmember Stewart, to accept agenda item 59, as follows:

59. **BE IT RESOLVED**, that the Town Board authorizes the purchase of \$90,000 of road salt from Morton Salt, through Saratoga County Contract #25-PWS-10R from account DB5142.490.

Asked if all were in favor, the following responses were given:

Councilmember Donohue	Aye
Councilmember Garrant	Aye
Councilmember Killian	Aye
Councilmember Stewart	Aye
Supervisor Fish	Aye

The motion carried 5:0.

---

**Resolution 14-2026** A motion was made by Councilmember Donohue, seconded by Councilmember Garrant, to adjourn the meeting.

Asked if all were in favor, the following responses were given:

Councilmember Donohue	Aye
Councilmember Garrant	Aye
Councilmember Killian	Aye
Councilmember Stewart	Aye
Supervisor Fish	Aye

The motion carried 5:0. The meeting was adjourned at 7:25 p.m.

Respectfully submitted,

*Erin Trombley*

Erin Trombley  
Town Clerk



Organizational Meeting, January 6, 2026  
APPENDIX

From page 8, Resolution 6-2026, item 13

From Town Board Minutes, March 28, 2017, pages 104-105.

Pay for Fire Calls

Councilman Prendergast stated we have a copy of the Town of Wilton’s Fire Call Policy. There was some discussion as to how many current employees respond to fire calls during work hours and how it has been handled in the past. It was indicated that there are a few employees in the Recreation and Highway Departments that have responded in the past to fire calls during work hours and were paid. Rec Director, Pete Corlew, who is a member of the Fire Department, stated it is difficult to know how serious the call is until they arrive on the scene. He also noted that the Fire Company is called when there is personal injury, otherwise the Fire Department doesn’t get a call. A brief discussion continued resulting in a vote to adopt a similar Fire Call Policy as the Town of Wilton has in place.

A motion was made by Councilman Kusnierz and seconded by Councilman Prendergast, to adopt a policy for fire and emergency calls, similar to what the Town of Wilton has in place, for employees that are members of the Town of Moreau EMS and South Glens Falls Fire Company.

Roll call vote resulted as follows:

Councilman Prendergast	Yes
Councilwoman LeClair	Yes
Councilman Kusnierz	Yes
Councilman VanTassel	Yes
Supervisor Congdon	Yes

The following policy is a modified version of the Town of Wilton’s Fire and Emergency Call policy. It has been modified for use by the Town of Moreau.

POLICY: FIRE AND EMERGENCY CALLS  
ADOPTED: MARCH 28, 2017

In the event of a fire or emergency during the normal work day, requiring assistance of volunteer emergency responders who are also full time Town employees, these employees will be permitted to respond to the emergency without any reduction of their normal pay. This provision applies to emergency situations only and is not intended to apply to administrative or other duties that are able to be performed during the non-Town working hours. Additionally, the following conditions must also apply:

- The employee must be an active volunteer for either the Moreau Emergency Squad or the South Glens Falls Fire Department.
- During work hours, the employee must first notify their Department Head or the Town Supervisor before responding to the call.
- If there is no crucial need, as determined by the Department Head, his/her agent or the Town Supervisor, for the employee to remain at work, then the employee will be allowed to leave work to respond to the call as long as the call is not outside their own fire district.
- If the call occurs during non-work hours and the emergency extends into normal working hours, every effort should be made by the employee to notify their Department Head or Town Supervisor as soon as is reasonable.
- Once the emergency is over, the employee shall return to work during normal working hours.
- The Town of Moreau shall not be liable in any way for employees who respond to calls in accordance with this policy.
- Under no circumstances are fire radios allowed at work or in a Town vehicle. Fire beepers may be used.
- If the employee is a member of a fire company, other than the South Glens Falls Fire Department, and that fire company is called in for a fire in Moreau, the employee would be paid for the time missed at work.
- The following are emergency situations that the Volunteer Emergency Responded may respond to:
  - A working structure fire
  - A motor vehicle accident with entrapment
  - A natural disaster

All situations not listed above will require Department Head approval and the employee must charge leave time.

# TOWN OF MOREAU

## Employee Training & Conference

### Reimbursement/Expense Worksheet (01/2023)

To be completed by **each** employee requesting to attend a conference

Employee Name:	Position:
Name of Conference:	
Hosting Agency:	
Location:	
Total Professional Development Hours To Be Earned:	

### EXPENSES

Conference Registration Fee:	
Hosting organization membership fee (Annual dues):	
Cost for lodging per night: <span style="border: 1px solid black; padding: 2px 10px;"></span> X <span style="border: 1px solid black; padding: 2px 10px;"></span>	\$ -
(TB to est. Max. if not included) <span style="border: 1px solid black; padding: 2px 10px;"></span> (# nights)	
Cost of Coverage while position is unstaffed (if applicable):	

#### Meals & Incidental reimbursement (M&IE):

Meals will be reimbursed at the NYS rate, which is also the Federal rate. The Standard rate of \$59.00/day covers 3 meals per day. Meals that are offered through the hotel or the conference will not be reimbursed. It is expected the employee will take advantage of offerings included in registration fees. First and last days of M & IE will be reimbursed per meal (see rates below).

	Rate			Quantity	Total	
Breakfast	\$	13.00	*	X	<span style="border: 1px solid black; padding: 2px 10px;"></span>	\$ -
Lunch	\$	15.00	*	X	<span style="border: 1px solid black; padding: 2px 10px;"></span>	\$ -
Dinner	\$	26.00	*	X	<span style="border: 1px solid black; padding: 2px 10px;"></span>	\$ -
Incidental	\$	5.00	*	X	<span style="border: 1px solid black; padding: 2px 10px;"></span>	\$ -
Total	\$	59.00	SAMPLE - TB MAY ADJUST MAXIMUM DAILY ALLOWANCES/MEALS			Total M & IE: \$ -

\*INDICATES MAXIMUM DAILY ALLOWANCE PER MEAL - ONLY ACTUAL COSTS WILL BE REIMBURSED.

#### Mileage: Reimbursed at IRS annual set rate.

Total mileage:	<span style="border: 1px solid black; padding: 2px 10px;"></span>	X	\$0.655	Total Mileage:	\$ -
Tolls:	<span style="border: 1px solid black; padding: 2px 10px;"></span>		Jan-23		\$ -

**TOTAL COST :** \$ -

Account #:
Account Starting Balance: \$
Account Ending Balance: \$

Failure to properly fill out this form and submit a timely request may delay Board action and could negatively impact approval. Receipts must be submitted for reimbursement of expenses.

## TOWN OF MOREAU

### TRAINING REIMBURSEMENT POLICY

#### **Background**

For some entry level positions, newly hired employees must complete training or some form of education in order to be better equipped to meet the qualifications necessary for the job and successfully perform the employee's job duties. The Town incurs significant expenses for this training in order for employees to best serve the Town's citizens.

As it would be inequitable for the Town to incur expenses for training and have the employee immediately leave employment with the Town of Moreau and use this training elsewhere, the Town is adopting the following policy:

#### **A. Training and Education Reimbursement Requirement**

When the Town of Moreau incurs expenses for the training and/or education of an employee for the purpose of allowing that employee to perform their job duties, the employee will be required to enter into a reimbursement agreement for training costs.

#### **B. Reimbursement of "Training Costs"**

An employee will be required to reimburse the Town of Moreau for any "training costs" of an employee for the employee to meet the qualifications to perform the employee's job duties if the employee does not meet specific requirements.

1. If the employee withdraws or terminates training on their own volition, prior to the conclusion of training, the employee must reimburse the full amount of "training costs."
2. If the employee does not remain employed by the Town of Moreau for two (2) years after the completion of the training and/or education because the employee voluntarily separates (i.e., resigns or retires) or is discharged for cause from employment, the employee shall reimburse the Town of Moreau for "training costs" on a pro rata basis. The pro rata reimbursement shall be calculated according to the schedule shown below:

NUMBER OF MONTHS OF SERVICE FROM THE COMPLETION DATE OF TRAINING:	REIMBURSEMENT
MONTHS 1-6	100%
MONTHS 7-12	75%
MONTHS 13-18	50%
MONTHS 19-24	25%

## TRAINING REIMBURSEMENT AGREEMENT

This Training Reimbursement agreement ("Agreement") is entered into by and between

Town of Moreau \_\_\_\_\_

and

\_\_\_\_\_  
Employee

**WHEREAS**, the Town of Moreau ("the Town") has offered to provide certain outside training to "Employee", which the Town believes will enable "Employee" to provide valuable services on behalf of the Town to its citizens;

**WHEREAS**, the Town of Moreau is providing such training to "Employee" in anticipation of "Employee" continuing to work for the Town for at least (2) years so that the Town recovers some of the benefit of the investment in the training;

**WHEREAS**, the Town of Moreau and "Employee" recognize that this Agreement is not intended to constitute any type of employment agreement or guarantee of continued employment;

**WHEREAS**, the undersigned "Employee" understands that the Town would not provide such training unless "Employee" intended to continue to work for the Town and were to agree to reimburse the Town in the event that "Employee" voluntarily terminated his or her employment prior to two (2) years from the conclusion of the training;

**NOW, THEREFORE**, in consideration of the premises and the promise stated below, the undersigned "Employee" agrees that;

1. Town of Moreau intends to provide the following training to "Employee" on the date(s) indicated:

Training: \_\_\_\_\_ Date: \_\_\_\_\_

2. If "Employee" voluntarily terminates his/her employment with the Town within two (2) years following the date of the completion of the training, "Employee" agrees to reimburse the Town the cost of the training incurred by the Town as determined by the schedule shown below.

NUMBER OF MONTHS OF SERVICE FROM THE COMPLETION DATE OF TRAINING:	REIMBURSEMENT
MONTHS 1-6	100%
MONTHS 7-12	75%
MONTHS 13-18	50%
MONTHS 19-24	25%

The training cost incurred by Town of Moreau on behalf of "Employee" will be determined after the date of the completion of the training, and the accumulation of all receipts, invoices or other supporting documents. The training cost incurred will include but may not be limited to registration fees, transportation to and from the training site, food, lodging, salary and/or wages for any time spent by "Employee" traveling to and from the training and attending the training, and any other costs or expenses directly related to the training incurred by Town of Moreau.

## TRAINING REIMBURSEMENT AGREEMENT

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3. This agreement shall be cancelled two (2) years following the date of completion of the training or if "Employee" terminates employment.
4. "Employee" expressly authorizes the Town of Moreau to deduct the reimbursement amount owned under the terms of the Agreement from any compensation owed by the Town to "Employee" at the time of or following the termination of employment. "Employee" shall promptly pay to Town of Moreau the full balance of any amount owed that is not deducted from compensation.
5. "Employee" may request that a subsequent employer of "Employee" pay the amount owed to the Town of Moreau by "Employee", but "Employee" shall remain personally liable until the entire amount owed is paid in full.
6. "Employee" agrees to sign such further documents, if any, requested by Direct Communications to confirm the precise sum of the amount owed by "Employee" to Town of Moreau following notice by "Employee" to the Town of termination of employment.
7. "Employee" understands and agrees that any books, computer disks, CD's, original certificate, programming key, and other documents, lists, catalogs, information of any kind received in connection with the training remains the property of the Town of Moreau and must be surrendered upon termination of employment.
8. This Agreement shall be construed under the laws of the State of New York,
9. If any provision or part of a provision of the Agreement is finally decided to be invalid by any tribunal of competent jurisdiction, such part shall be deemed automatically adjusted, if possible, if not possible, it shall be deemed deleted from this agreement as though it had never been included herein. In either case, the balance of any such provision and of the Agreement shall remain in full force and effect.

**Town of Moreau**

\_\_\_\_\_  
Employer

\_\_\_\_\_  
By

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Location



## Purchasing Guidelines

The table below summarizes the items required of you when purchasing anything using Town funds. Please note that three verbal/written quotes are required for many purchases, and these must be submitted to the Billing Coordinator with the invoice and voucher for proper payment.

Town of Moreau Purchasing Requirements Based on 2022 Organizational Meeting & General Municipal Law			
Amount/Items Purchased	Board Approval?	Purchase Order?	Three/Four Quotes?
Under \$ 500	No	No*	None
\$ 500 up to \$ 1,000	No	No*	Three (Verbal)
\$ 1,000 up to \$ 2,000 – for the Supervisor & Highway/Water Depts.	No	Yes	Three (Verbal)
\$ 1,000 up to \$ 3,000, Unless Specified Above	Yes	Yes	Three (Verbal)
\$ 3,000 up to \$ 10,000	Yes	Yes	Three (Written)
\$ 10,000 up to \$ 20,000 (or \$ 35,000 for public works contracts)	Yes	Yes	Four (RFP Process)
Over \$ 20,000 (or \$ 35,000 for public works contracts)	Yes	Yes	Competitive Bidding Process
<i>* Purchases (regardless of amount) which have been ordered in the current year but not received must have a purchase order so that the funds will be carried over into the next fiscal year.</i>			

### Voucher for Payment

Department Heads must obtain a completed voucher signed by the claimant in the certification section for each purchase. Multiple invoices may be attached to one “Summary Voucher.” Each voucher shall be submitted to the Billing Coordinator and include the following: (1) an original and itemized invoice, (2) any document showing approval by the Board, if necessary, (3) proof of delivery or service rendered, if applicable, and (4) a quote summary if over \$500.

The Town of Moreau “Purchase Request & Quote Summary” form shall be used and attached to all vouchers over \$500. If the purchase is subject to any of the following exceptions, please state it on the form: Sole Source Purchase, Emergency Purchase, Professional Services, and/or a purchase through State or County contract.

### Purchase Orders

Purchase Orders should be used for EVERY purchase over \$1,000. Since, we use a multi-page purchase order, each page should be separated as follows:

- White – Submitted to vendor to initiate order (if necessary).
- Yellow – Retained by Department Head for documentation.
- Pink – Held by Department Head until the **final** voucher for the PO has been completed (if paid in installments) and submitted with final voucher to the Billing Coordinator to close PO.
- Golden – Submitted to Jeffrey to encumber Department funds when item is ordered.

## Town of Moreau

351 Reynolds Road  
Moreau, NY 12828-9261

**Jesse A. Fish, Jr.**

Supervisor

Phone: (518) 792-1030 Ext. 6 Fax: (518) 792-4615

E-mail: [moreausuper@townofmoreau.org](mailto:moreausuper@townofmoreau.org)



**Pat Killian**  
Deputy Supervisor

**John Donohue**  
Councilmember

**Mark Stewart**  
Councilmember

**Laura Garrant**  
Councilmember

### AGREEMENT TO SPEND TOWN HIGHWAY FUNDS

TOWN OF MOREAU  
COUNTY OF SARATOGA

Pursuant to the provisions of Highway Law §284, we agree that monies levied and collected for the repair and improvement of highways shall be expended in the following manner:

The sum of \$1,481,500.00 may be expended for general repairs and improvements upon 85.64 miles of Town highways, including sluices, culverts, bridges having a span of less than five feet, and boardwalks, or the renewals thereof, as well as permanent improvements of Town Roads. No monies set aside for such improvements shall be expended, nor shall any work be undertaken on such improvements until the Highway Superintendent and Town Board approve the expenditures, specifications and estimates for such construction.

This agreement shall take effect when it is approved by both the Highway Superintendent and Town Board members.

Executed in duplicate this 6<sup>th</sup> Day of January 2026.

\_\_\_\_\_  
TOWN SUPERVISOR FISH

\_\_\_\_\_  
COUNCILMAN DONOHUE

\_\_\_\_\_  
COUNCILWOMAN GARRANT

\_\_\_\_\_  
COUNCILMAN KILLIAN

\_\_\_\_\_  
COUNCILMAN STEWART

\_\_\_\_\_  
HIGHWAY SUPERINTENDENT  
CHRIS ABRAMS