



**TOWN OF HILLSDALE
TOWN BOARD MEETING
December 16, 2025
Minutes**

NOTE: After a public hearing on April 25, 2024, and at a Special Town Board Meeting the Town Board approved a resolution to allow "Extraordinary Circumstances Videoconferencing", "ECV". This allows a Town Board member who has a qualifying disability to attend, be part of a quorum and vote at all Town Board Meetings.

The regular meeting of the Town Board of the Town of Hillsdale, Columbia County in the State of New York was held at the Town Hall, 2609 State Route 23, Hillsdale, NY 12529 on December 16, 2025, at 7:00 pm.

Board members present:

PRESENT: Supervisor Mike Dvorchak
Councilmember Joanna Virello
Councilmember Steve Tiger

ABSENT: Councilmember Irwin Feld
Councilmember Jamie Carano Nordenstrom

ALSO PRESENT: Robina Ward Town Clerk
Emily Stalker Deputy Town Clerk
Richard Briggs Highway Superintendent
Bart Ziegler Deputy Supervisor
Tim Moot Town Engineer
George Schmitt Town Engineer

OTHERS PRESENT: Members of the public

TRADITIONAL VIDEOCONFERENCING NOTICE:

Notice of said meeting was posted on the Town Website. The public is invited to participate at the town hall or the videoconference meeting location at 2609 State Route 23, Hillsdale, NY 12529.

Supervisor Dvorchak called the meeting to order at 7:00 pm with the Pledge of Allegiance.

Public Comment

None

Approval of Minutes

November 18, 2025

Public Hearing Minutes

On a motion of Councilmember Virello, seconded by Councilmember Tiger,

The motion was

ADOPTED Ayes 3 Dvorchak, Virello, Tiger

Resolved the Town Board approves the November 18, 2025, Public Hearing minutes.

November 18, 2025

Town Board Minutes

On a motion of Councilmember Virello, seconded by Councilmember Tiger, Town Clerk Ward stated that at the meeting the grant amount was mis spoken, \$1,840,000 and would be amended to the correct number, \$1,084,000, she will make the amendment and make a note in the December Town Board Minutes.

The motion was

ADOPTED Ayes 3 Dvorchak, Virello, Tiger

Resolved the Town Board approves the November 18, 2025, Town Board minutes with the amendment.

Supervisor's Report

County Report

Supervisor Dvorchak stated that the budget was approved although he did not vote on it as there were big budget items that were not addressed in the last budget.

November Financial Report

Abstract Disbursements for November 2025:

General Account, 330-372	\$67,033.97
Highway Fund, 185-205	\$84,175.56
Sewer Fund, 50-68	\$81,586.56
Park Fund, 37-39	\$1,060.21

Abstracts 11/10/2025 and 11/21/2025 were reviewed by Town Board members, Dvorchak, Feld, Tiger, Virello, Carano Nordenstrom and Highway Superintendent Briggs, with approvals from Dvorchak, Feld, Tiger, Virello and Highway Superintendent Briggs.

Budget Amendment 12-2025

Supervisor Dvorchak stated that there is a budget amendment for December 2025.

On a motion of Councilmember Virello, seconded by Councilmember Tiger.

The motion was

ADOPTED Ayes 3 Dvorchak, Virello, Tiger

Resolved the Town Board approves the Budget Amendment 12-2025.

Town Clerk Report

Town Clerk Ward stated that we had just received the approval of the \$175,000.00 Sewer Grant so we will be sending requests for reimbursements. Deputy Clerk Stalker is continuing to digitize records and anything that will be going to the vault will be digitized prior to moving the documents.

Highway Superintendent's Report

Highway Superintendent Briggs presented his monthly report. He stated that he is in contact with Tracy Brown from Trout Unlimited and the box culvert on Mitchell Street was not part of their plan. They are working on possible grants for the Mitchell Street culvert just off Route 23 and possibly other culverts, leaving the CHIPS funding for resurfacing roads.

Highway Superintendent Briggs wanted to remind people that there was a law passed in 2006 about no parking on the south side of Coldwater Street, from November 1 to April 1, a letter will be sent to property owners. It is a problem for the Town trucks and Fire Trucks access. Mailboxes are also an issue.

Sewer District Report

Supervisor Dvorchak introduced George Schmitt and Tim Moot from CPL, the town engineers.

Mr. Schmitt reported that the project went very well, the Towns Highway Department was outstanding, the DEC visited and are very happy with the outcome and progress.

The final report will be ready soon, photographs and inspection reports. We are waiting for a couple of hatches to be replaced and the reprogramming the computer controls and other Orenco controls.

Sewer Finances

Supervisor Dvorchak reviewed the current finances and stated that we are currently borrowing from the General Account to cover the invoices which will be reimbursed.

There is a letter to the New York State Comptroller which is fully transparent about the costs of the renovations to the sewer plant and a plan to pay back what will be the outstanding balance.

Resolution 175-2025 To approve the Letter to State Comptroller Thomas DiNapoli regarding the year-end Sewer Debt

WHEREAS, the Sewer Rehabilitation project has been completed with the exception some materials on back order, and

WHEREAS, all expense for the Rehabilitation project or known, and

WHEREAS, the Town of Hillsdale will be receiving \$412,785.55 of the remaining ARPA and CREST Grant Funding, and

WHEREAS, the calculated year-end debt when expenses and monies owed are calculated is \$3,637.57, and

WHEREAS, the Town Board has been fully transparent and committed to keeping the public informed of the possible debt caused by the emergency Absorption Bed Replacement

NOW THEREFORE BE IT RESOLVED, that the Town Board Authorized the signing of a Letter to State Comptroller Thomas DiNapoli detailing the outstanding debt and repayment plan

AND THEREFORE BE IT FURTHER RESOLVED that the letter shall be printed in its entirety in the January 1, 2026 Hillsdale newsletter.

On a motion of Councilmember Tiger, seconded by Councilmember Virello,

The motion was

ADOPTED Ayes 3 Dvorchak, Virello, Tiger

Resolved the Town Board approves the letter to State Comptroller Thomas DiNapoli regarding the year-end Sewer Debt.

Relocation of Light Poles on State Route 23

Delayed due to Weather

Hamlet Park

Resolution 168-2025 to approve CPL quote for services for Bandshell construction and Fast Charger Installation.

WHEREAS, The Town of Hillsdale has received \$100,000 in Grants for a Bandshell in the Hamlet Park and \$100,000 for the installation of fast electric car chargers, and

WHEREAS, The Town of Hillsdale currently has a reserve of \$84,462 designated specifically for Town Parks, and

WHEREAS, the proposed timeline for both projects to start construction is Spring 2026, and

WHEREAS, CPL is the designated Town Engineer

NOW THEREFORE BE IT RESOLVED that the Town Board accepts the CPL bid for engineering services for the Bandshell construction and installation of the fast chargers for a lump sum of \$15,000.

NOW THEREFORE BE IT FURTHER RESOLVED that \$12,000 payment shall be drawn from funds residing with the Hillsdale Economic Community Development Corporation's Hamlet Park Bandshell Fund

NOW THEREFORE BE IT FURTHER RESOLVED that the remaining funds will be drawn from the Town of Hillsdale's Capital Fund.

On a motion of Councilmember Virello, seconded by Councilmember Tiger,

The motion was

ADOPTED Ayes 3 Dvorchak, Virello, Tiger

Resolved the Town Board approves the CPL quote for services for Bandshell construction and Fast Charger Installation.

Anthony/Coldwater Street Sidewalk Project

Request for Qualifications/Grant Writer

CPL

FGS

Choice Words

Resolution 176-2025 To select CPL as the Grant Writer for the Anthony, Coldwater Street Sidewalk Project.

WHEREAS, the Town of Hillsdale posted in the paper of record and on Bidnet a Request for Qualifications for the Grant Writing services for the Anthony, Coldwater Street Sidewalk Project, and

WHEREAS, the Town of Hillsdale's Clerks Office received three submissions by the deadline stated, and

WHEREAS, the Evaluation Committee appointed by the Town Board evaluated the submissions, and

WHEREAS, the firm of CPL received the highest ranking from the Committee

NOW THEREFORE BE IT RESOLVED, that the Town of Hillsdale hereby selects CPL to be the Grant Writer for the Anthony/Coldwater Street Sidewalk Project.

On a motion of Councilmember Tiger, seconded by Councilmember Virello,

The motion was

ADOPTED Ayes 3 Dvorchak, Virello, Tiger

Resolved the Town Board selects CPL as the Grant Writer for the Anthony, Coldwater Street Sidewalk Project.

Resolution 177-2025 to approve the Memorandum of Understanding with the County of Columbia Youth Bureau for the Summer Youth Program and authorize the Supervisor to sign the Memorandum.

On a motion of Councilmember Tiger, seconded by Councilmember Virello,

The motion was

ADOPTED Ayes 3 Dvorchak, Virello, Tiger

Resolved the Town Board approves the Memorandum of Understanding with the County of Columbia Youth Bureau for the Summer Youth Program and authorizes the Supervisor to sign the Memorandum.

Resolution 178-2025 to approve the Shared Services Agreement with Columbia County for computer related services through its Department of Management Information Services (MIS) and authorize the Supervisor to sign the Agreement.

On a motion of Councilmember Tiger, seconded by Supervisor Dvorchak,

The motion was

ADOPTED Ayes 3 Dvorchak, Virello, Tiger

Resolved the Town Board approves the Shared Services Agreement with Columbia County for computer-related services through its Department of Management Information Services (MIS) and authorizes the Supervisor to sign the Agreement.

Economic Development Committee

Resolution 173-2025 To approve the expenditure of \$616.25 for the creation of a Hillsdale Banner from A8000.07-Home and Community Service, Economic Development.

On a motion of Councilmember Virello, seconded by Councilmember Tiger,

The motion was

ADOPTED Ayes 3 Dvorchak, Virello, Tiger

Resolved the Town Board approves the expenditure of \$616.25 for the creation of a Hillsdale Banner from A8000.07-Home and Community Service, Economic Development.

Transportation Survey Results

Supervisor Dvorchak stated that we had 251 responses to the survey. The \$100.00 gift card winner was very happy. The next step is to apply for grants.

Resolution 179-2025 Resolution to approve the collated chart of employees of the Town of Hillsdale for the New York State Retirement System.

On a motion of Councilmember Tiger, seconded by Councilmember Virello,
The motion was

ADOPTED Ayes 3 Dvorchak, Virello, Tiger

Resolved the Town Board approves the collated chart of employees of the Town of Hillsdale for the New York State Retirement System.

Solar Panels/Highway Garage

Resolution 163-2025 to accept bid from Clemens Electric in the amount of \$25,877.00 for Solar Panel Installation on the Highway Garage.

General discussion on the outlay versus the savings from NYSEG. The \$10,000.00 grant can be used for other items that are listed on the agenda.

On a motion of Councilmember Tiger, seconded by Supervisor Dvorchak,
The motion was not passed

Ayes 0

Nays 3 Dvorchak, Virello, Tiger

Resolved the Town Board does not accept the bid from Clemens Electric in the amount of \$25,877.00 for Solar Panel installation on the Highway Garage.

West End Bridge

Supervisor Dvorchak stated that the bank account has been opened and \$236,000 has been transferred. The engineers have been out inspecting the bridge.

Roe Jan Park

The contractor has been reviewing the condition of the buildings at the park.

Supervisor Dvorchak thanked Councilmember Virello for 4 years of distinguished public service, dedication to the park and that she is a natural born community organizer, and the town is very fortunate that Joanna was able to transfer all her talents to the great community events. Councilmember Virello responded that she is most proud of getting the grants and seeing the changes being made at the park.

Supervisor Dvorchak thanked Councilmember Tiger for stepping in to the position after Tom Cartys resignation, and that Steve Tiger will return to be the Deputy Supervisor next year.

Knox Commemoration

Supervisor Dvorchak reminded the public and the Town Board to attend the celebration on January 10, 2026 at the Hillsdale Firehouse.

Resolution 180-2025 Reappointment of James Zarroli to the Board of Assessment Review

On a motion of Councilmember Virello, seconded by Councilmember Tiger,
The motion was

ADOPTED Ayes 3 Dvorchak, Virello, Tiger

Resolved the Town Board approves reappointment of James Zarroli to the Board of Assessment Review

Any other Business that may come before the Town

Adjournment

On a motion of Councilmember Virello, seconded by Councilmember Tiger at 7:48 pm.

The motion was

ADOPTED Ayes 3 Dvorchak, Tiger, Virello

Robina Ward, Town Clerk