



**TOWN OF HILLSDALE
TOWN BOARD MEETING
November 18, 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 special 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 November 18, 2025, at 7:00 pm.

Board members present:

PRESENT:

Supervisor	Mike Dvorchak
Councilmember	Joanna Virello
Councilmember	Steve Tiger
Councilmember	Jamie Carano Nordenstrom
Councilmember	Irwin Feld

ALSO PRESENT:

Robina Ward	Town Clerk
Emily Stalker	Deputy Town Clerk
Richard Briggs	Highway Superintendent
Bart Ziegler	Deputy Supervisor

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

One speaker, comments about Hunting.

Approval of Minutes

October 21, 2025

Regular Town Board Minutes

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

The motion was

ADOPTED Ayes 5 Dvorchak, Virello, Tiger, Carano Nordenstrom, Feld

Resolved the Town Board approves the October 21, 2025, minutes.

October 28, 2025

Public Hearing Minutes

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

The motion was

ADOPTED Ayes 5 Dvorchak, Virello, Tiger, Carano Nordenstrom, Feld
Resolved the Town Board approves the October 21, 2025, minutes.

October 28th, 2025

Special Town Board Meeting

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

The motion was

ADOPTED Ayes 5 Dvorchak, Virello, Tiger, Carano Nordenstrom, Feld
Resolved the Town Board approves the October 28, 2025, Special Town Board meeting minutes.

Supervisor's Report

County Report

Supervisor Dvorchak stated that the Mortgage Tax, Hillsdale's Distribution is \$39,628.50.

The CEO of Columbia Memorial talked to the board of Supervisors, they are in distress, they are going for a new classification of a rural hospital which requires less beds. It will open the hospital to more State assistance.

October Financial Report

Abstract Disbursements for October 2025:

General Account, 300-329	\$13,661.52
Highway Fund, 163-184	\$60,750.64
Sewer Fund, 46-49	\$135,642.93
Park Fund, 35-36	\$263.94

Abstracts 10/14/2025 and 10/28/2025 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

Supervisor Dvorchak said that the NYSLRS, New York State retirement system, came in more than was budgeted but we have no control over this expenditure.

Budget Amendment 11-2025

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

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

The motion was

ADOPTED Ayes 5 Dvorchak, Virello, Tiger, Feld, Carano Nordenstrom
Resolved the Town Board approves the Budget Amendment 11-2025.

Town Clerk Report

Town Clerk Ward stated that they working on the Sewer numbers, the sewer relevy for about \$30,000.00.

The 2026 budget was submitted to the county. Recycle stickers will go on sale on Dec1 and will be good until the end of December 2026. Town Clerk Ward stated that she had a request of the Town Board to change the procedure for the use of the Town Hall building and request the use in writing, email, at least 2 weeks prior to the meeting or to set up a schedule of meetings for the year. If the meeting has to be cancelled give us at least a week's written notice. Supervisor Dvorchak stated that the procedure was totally acceptable.

He thanked Deputy Clerk Stalker for starting to digitize the town records.

Highway Superintendent's Report

Highway Superintendent Briggs presented his monthly report. He stated that they had finished assisting for the Sewer Plant. He met with the DEC about the culvert pipe on Mitchell Street and is talking to a couple of other organizations about various options.

Sewer District Report

Supervisor Dvorchak stated that the DEC was on site last week and did a walk through and are very happy with the work. There is still grant money yet to be reimbursed and currently it looks like we might end up with \$25,000.00 in the red at the end of the process.

Supervisor Dvorchak stated that there is one more upgrade that needs to happen.

This is an initiative that has been around since the plant was built, the shed needs to be insulated. We now have new equipment and fabrics, and we need to clean the nozzles and need a sink. There is a draft letter to the State Comptrollers Office explaining the need for a short-term loan and the payback.

Resolution 165-2025 – to accept the bid from Precision Upkeep LLC in the amount of \$7,200 for the insulation of the sewer work sheds and installation of a working sink.

WHEREAS the shed that houses the Sewer District's new control panel and the additional shed that holds the mower and tools for maintenance are not insulated, and

WHEREAS, extreme cold weather could damage the new equipment, and

WHEREAS, H2O Innovation, the town Sewer operator, has alerted the Town that the sprinklers which treat the new filter fabrics need to be regularly cleaned to avoid clogging, and

WHEREAS fully functional sprinklers are needed to extend the life and increase the efficiency of the newly installed filter fabrics, and

WHEREAS the installation of a sink in the equipment shed will require insulation and a drainage pipe to be installed, and

WHEREAS, Les Coon of H2O Innovation, George Schmitt of Town Engineering firm CPL, and James Malcolm of New York State Department of Environmental Conservation agree that this upgrade is necessary and time sensitive, and

WHEREAS the impending winter weather will make the installation of drainage for a new sink impossible and possibly damage the new equipment, and

WHEREAS, that the Town Board considers the insulation and installation of a new sink to be an emergency, and

WHEREAS, the Town of Hillsdale's procurement policy allows for emergency contingencies thereby releasing the Town of its obligation to obtain multiple bids,

NOW THEREFORE BE IT RESOLVED that the Town Board approves the bid from Precision Upkeep, LLC and requests that the work be started as soon as possible

NOW THEREFORE BE IT RESOLVED that the expense will be added to the overall payment plan for the Absorption Bed Project and will be paid back to the Town's General Fund in a timely manner.

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

The motion was

ADOPTED Ayes 5 Dvorchak, Virello, Tiger, Feld, Carano Nordenstrom

Resolved the Town Board to accept the bid from Precision Upkeep LLC in the amount of \$7,200 for the insulation of the sewer work sheds and installation of a working sink.

Resolution 166- 2025 For the approval of the Cable Television Agreement between Spectrum Northeast, LLC and the Town of Hillsdale.

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

The motion was

ADOPTED Ayes 5 Dvorchak, Virello, Tiger, Feld, Carano Nordenstrom

Resolved the Town Board to approve the Cable Television Agreement between Spectrum Northeast, LLC and the Town of Hillsdale.

Relocation of Light Poles on State Route 23 – Status

Supervisor Dvorchak stated that the project was delayed and the hope is that next week the project would start. The wreaths will only be put on the seven poles that are not part of the relocation.

West End Bridge

Resolution 167-2025 To authorize the Supervisor to open a new Bank account specifically for the West End Bridge Project and transfer \$236,000 from General Fund to fund the Design Phase of Construction.

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

Supervisor Dvorchak stated that the contract has been signed so they can start work on the design phase, a cost of \$236,0000. The plan is to get a temporary BAN loan to cover the \$1,840,000.00 so we can have the money available while we wait for reimbursement. We will fund the design through the general fund then get the SEQR, apply for the BAN which will be deposited in the new bank account. We will be able to keep track and not intermingle funds. The Supervisor, Deputy Supervisor and Town Clerk will all be signers so we can make deposits.

The motion was

ADOPTED Ayes 5 Dvorchak, Virello, Tiger, Feld, Carano Nordenstrom

Resolved the Town Board to authorize the Supervisor to open a new Bank account specifically for the West End Bridge Project and transfer \$236,000 from General Fund to fund the Design Phase of Construction.

Hamlet Park

Resolution 168-2025 to approve CPL bid for services for Bandshell construction.

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

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

WHEREAS the proposed timeline 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 for a lump sum of \$12,000.

NOW THEREFORE BE IT FURTHER RESOLVED that the payment shall be drawn from funds residing with the Hillsdale Economic Community Development Corporation's Hamlet Park Bandshell Fund (current balance of \$19,100 from an HBRT Grant received)

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

The motion was tabled.

Anthony/Coldwater Street Sidewalk Project

Governor Hochul Announces \$97 Million in available Funds for Community-centered, Active Transportation Projects (TAP) Across New York State.

Due Date: March 12, 2026

Resolution 169-2025 To approve RFQ for Grant Writing Services

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

The motion was

ADOPTED Ayes 5 Dvorchak, Virello, Tiger, Feld, Carano Nordenstrom
Resolved the Town Board approves RFQ for Grant Writing Services.

Resolution 170-2025 to appoint Irwin Feld, Robina Ward and Mike Dvorchak to evaluate submissions from the RFQ for the Anthony/Coldwater Streets Sidewalk Project for recommendation at the December Town Board Meeting.

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

The motion was

ADOPTED Ayes 5 Dvorchak, Virello, Tiger, Feld, Carano Nordenstrom
Resolved the Town Board to appoint Irwin Feld, Robina Ward and Mike Dvorchak to evaluate submissions from the RFQ for the Anthony/Coldwater Streets Sidewalk Project for recommendation at the December Town Board Meeting.

Housing Grant

Resolution 171-2025 to approve submission of application to Pro-Housing Communities Technical Assistance to Grow (TAG) Application for Funding.

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

The motion was

ADOPTED Ayes 5 Dvorchak, Virello, Tiger, Feld, Carano Nordenstrom
Resolved the Town Board to approve submission of application to Pro-Housing Communities Technical Assistance to Grow (TAG) Application for Funding.

Hillsdale Historians

Knox Trail 250th Celebration: 11AM Hillsdale Firehouse, co-sponsored by Columbia County Historical Society.

Resolution 172-2025 – To approve the expenditure of \$600 (plus \$200 refundable deposit) from the Historic Committee line for the rental of the Hillsdale Firehouse for the Knox Train 250th Commemoration Event on January 10th, 2026.

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

The motion was

ADOPTED Ayes 5 Dvorchak, Virello, Tiger, Feld, Carano Nordenstrom
Resolved the Town Board to approve the expenditure of \$600 (plus \$200 refundable deposit) from the Historic Committee line for the rental of the Hillsdale Firehouse for the Knox Train 250th Commemoration Event on January 10th, 2026.

Economic Development Committee

Resolution 173-2025 To approve the expenditure of \$616.25 for the creation of a Hillsdale Banner from the Economic Development line.

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

The motion was tabled.

Change to Insurance Coverage for Retiree, pending employee research.

Resolution 174-2025 As per Collective bargaining agreement the town is obligated to insure a qualified retiree that meets the negotiated standards. When the qualified retiree reaches the age of 65 the retiree's primary insurance will be Medicare, and the supplemental insurance will be United Healthcare.

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

The motion was

ADOPTED Ayes 5 Dvorchak, Virello, Tiger, Feld, Carano Nordenstrom

Resolved the Town Board to change employee retirement health insurance to Medicare and United Healthcare.

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.

Resolution tabled.

Roe Jan Park

Supervisor Dvorchak stated that we need an assessment of the condition of buildings, initiatives, dog run, etc.

Any other Business that may come before the Town

Adjournment

On a motion of Councilmember Feld, seconded by Councilmember Carano Nordenstrom at 8:25 pm.

The motion was

ADOPTED Ayes 5 Dvorchak, Feld, Tiger, Virello, Carano Nordenstrom.

Robina Ward, Town Clerk