



# Town of Brunswick

Rensselaer County, New York



## Regular Town Board Meeting

### Agenda

**December 11, 2025**

[www.townofbrunswick.org](http://www.townofbrunswick.org)



### Elected Officials

Supervisor: Philip H. Herrington

Council Members:

James Sullivan     Gordon Christian

Mark Balistreri     Mark Cipperly

Town Clerk:

Receiver of Taxes: Jayne Tarbox

Town Justices:

Terrance Buchanan

Gary Gordon

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**Call to Order    *Hon. Philip H. Herrington Presiding***

**Salute to the Flag**

**Business Meeting**

Minutes of previous minutes

Regular Town Board: November 13, 2025

**Reports by Elected Officials and Department Heads:**

Town Clerk

Highway Department (*Mike Bayly*)

Water Department (*Bill Bradley*)

Superintendent of Utilities & Inspection (*Kevin Mainello*)

Town Historian (*Tracy Broderick*)

Recycling Coordinator (*Tom Engster*)

Brunswick Community Library (*Sara Hopkins*)

Resolutions 77-81

Correspondence

Old Business

New Business

Warrants

General	\$149,455.13
Highway	\$ 40,574.37
Water	\$ 19,976.83
Sewer	\$ 429.04
Special Sewer 6	\$ 10,450.06
Trust & Agency	<u>\$174,535.05</u>
TOTAL	\$395,420.49

**Comments from Visitors**

*(Please proceed to podium and clearly state name and street name.)*

**Adjournment**

**TOWN OF BRUNSWICK  
REGULAR TOWN BOARD MEETING  
November 13, 2025 7:00 P.M.  
TOWN HALL**

**Board Members Present:** Supervisor Herrington, Councilman Christian, Councilman Cipperly, Councilman Balistreri, and Councilman Sullivan.

**Also Present:** Town Attorney Gruenberg and Deputy Town Clerk DamaPoletto.

Supervisor Herrington called the meeting to order at 7:05 p.m.

All joined in with the pledge of allegiance.

Supervisor Herrington congratulated all those who won their elections earlier this month.

**MINUTES OF THE PREVIOUS MEETING:**

Councilman Christian made a motion to accept the minutes of the regular Town Board meeting from October 9<sup>th</sup>, 2025, the Special Meeting about the Preliminary Budget Presentation on October 23<sup>rd</sup>, 2025, the Public Hearing about Local Law Number 1 of 2025 on November 6<sup>th</sup>, 2025, and the Public Hearing about the Preliminary Budget on November 6<sup>th</sup>, 2025. Councilman Balistreri seconded the motion. It was unanimously approved.

**REPORTS:**

Deputy Town Clerk: Vinny DamaPoletto

Mr. DamaPoletto gave the report for the month of October. \$7,299.73 will be remitted to the Supervisor's office. Recycling fees accounted for \$3,253.60, Community Center rental fees for \$2,555.00, Dog License fees for \$451.00 and \$724.33 in miscellaneous fees. Our share of \$5,369.00 in NYSDEC sales was \$245.80.

Motion to accept the report was made by Councilman Christian and seconded by Councilman Sullivan. Unanimously approved. A copy of the written report is on file in the Town Clerk's Office.

Highway Superintendent: Michael Bayly

Mr. Bayly gave the report for the month of October. Mr. Bayly reported that he had six men working seven days to pick up brush, five men patching roads for four days, one man pulled recycling materials for a day, five men worked six days on the shop, one man worked for a day mowing roadside, one man worked for a day mowing the ballfields, two men worked for four days picking up bags, and two crews of five men worked for eleven days picking up leaves. The department is also getting trucks ready for the winter season.

Motion to accept the report was made by Councilman Cipperly and seconded by Councilman Balistreri. Unanimously approved. A copy of the written report is on file in the Town Clerk's Office.

Water Superintendent: Bill Bradley

Mr. Bradley gave the report for the month of October. The department is waiting on the engineering firm working on the Vanderheyden dam to approve liner submittals. There is a minor discrepancy in the pipe diameter and the liner thickness. We are also waiting to hear from the manufacturer of the liner to move the project forward towards completion. Supervisor Herrington asked if there's a timeline for this, and Mr. Bradley said hopefully in a month or two. Due to the nature of this liner, the winter cold won't actually be a hinderance because the liner has to be transported in refrigeration trucks.

Mr. Bradley said he's working with the folks at QuickChek and Marie's Muse to resolve stormwater issues. He expressed the difficulties he's had getting straight answers from the developer and engineer. He suggested that we work to get a Stormwater Maintenance Agreement in place to ensure future compliance if their system fails to work correctly as promised. Mr. Bradley went on to talk about the stormwater issues regarding the project on Sharpe Road. The building Department is withholding any new building permits until the problems have been corrected. A complaint was registered with the New York State Department of Environment Conservation (NYSDEC) and fines could be coming if the site remains in non-compliance.

The Department just finished the Water and Sewer Relevy for the January tax bill and it was \$341,265.17, which is up substantially from last year. The surprise was that many businesses and large apartment complexes didn't pay their bills this year. Mr. Bradley said that while the town does collect extra revenue due to the 10% late fee, it does create a cashflow issue waiting for the county to make us whole. Councilman Sullivan asked if the 10% late fee was set by state law and Mr. Bradley clarified that it isn't, but that it's an economic discussion to have the board raise it to try and get better compliance. A concern is that if a company were to declare bankruptcy, this would be a forgiven debt that the town would not be able to collect.

Mr. Bradley then explained how the leak detection system that he requested the town board approve works. He explained that due to leaks in the system, the town is losing up to 30% of the water we purchase from the City of Troy, which is approaching an annual cost of \$100,000. Several of the leaks that have been repaired recently were situations where the water never reached the surface, remaining hidden under the pavement for potentially weeks at a time. Supervisor Herrington asked if the system would download the data daily, and Mr. Bradley clarified that the system listens to the pipes nightly and then would require a vehicle to drive by

to collect the data via a radio device, like the new water meters. Supervisor Herrington inquired about the feasibility of having the three Water Department field techs driving all over town, and Mr. Bradley assured him that they already cover the vast majority of it on their own, but that the radio receivers can also be attached to highway vehicles. Councilman Balistreri asked how much more would a cellular system cost, and Mr. Bradley admitted that he didn't do a full financial analysis, but that just the costs of just the sensors and needed modifications was much more than the 64 Seconds system. Mr. Gruenberg asked Mr. Bradley to explain his thought process for selecting the system he did. Mr. Bradley reviewed six different acoustical leak detection systems; the most cost-effective one is the AFLX system from 64 Seconds. There are cellular systems, but they cost a lot more, are more intrusive to the water system, and aren't as sensitive. The owners of 64 Seconds are the originators of the acoustical leak detection industry. The proposed AFLX system has the highest sensitivity of any system on the market, allowing for a reduced number of sensors to be installed. The AFLX system mounts onto hydrants, allowing fast and easy installation. Other systems that were reviewed either need access into homes and businesses, need to be installed in road valve boxes, or need special modification of the hydrants. Councilman Balistreri asked why the sixteen inch water main wouldn't be monitored and Mr. Bradley explained that there aren't enough hydrants on it for the system to work. Councilman Cipperly asked if we should add more hydrants to the sixteen-inch water main, Mr. Bradley said that would be nice, but we should prioritize finding and stopping all the leaks so the town has the funds to add the hydrants. The quoted cost for the AFLX system is \$58,000 for two hundred sensors and a five-year contract.

Motion to accept the report was made by Councilman Christian and seconded by Councilman Balistreri. Unanimously approved. A copy of the written report is on file in the Town Clerk's Office.

Code Enforcement: No one was present for the meeting, but the department submitted their report and it's on file in the Town Clerk's Office.

Town Attorney: David Gruenberg

Nothing to report this month.

Town Historian: Tracy Broderick

Town Historian Broderick informed the board that the Forest Park Walkthrough was held on October 18<sup>th</sup>, and there was approximately 120 people in attendance. She said that so far, she has researched over 300 families interred at that cemetery. She is also continuing to document the veterans from the town. According to a 1930 Census, there were 108 veterans recorded: 1 from the Civil War, 3 from the Spanish-American War, and 104 from World War One. Then Town Historian Broderick regaled the board with two tales from the scrapbooks of Mable

Keys, who was a teaching in Brunswick. The first was a story about the four Hauenstein brothers who all served in World War Two. The second was a story about Captain Dayton VanDeusen who was a Chaplain in the Army during World War Two.

Motion to accept the report was made by Councilman Christian and seconded by Councilman Balistreri. Unanimously approved. A copy of the written report is on file in the Town Clerk's Office.

Recycling Coordinator: Thomas Engster

Mr. Engster gave the report for October. There were 356 Blue Bags purchased at the center for \$1,068, 600 Blue Bags purchased at vendors for \$1,530, 176 Purple Bags purchased at the center for \$352, 1.91 tons of metal and light iron generated \$248.30, 1.87 tons of auto batteries generated \$935, 4.48 tons of baled cardboard generated \$89.60. There were also 7 large and small appliances, 4 air conditioners, 8 tires, and 1 micro, which generated \$164 in miscellaneous funds. The total revenues for the month were \$4,386.90.

Mr. Engster then explained what the center's expenses were. 21.06 tons of refuse at the landfill cost \$2,737.60, 12.81 tons of SSR recycled cost \$2,322, 2.2 tons of CEE recycled with a smoke detector cost \$26, freon removal for 40 air conditioners, 16 dehumidifiers, and 2 water coolers cost \$307. The total expenses for the month were \$5,392.60.

Motion to accept the report was made by Supervisor Herrington and seconded by Councilman Sullivan. Unanimously approved. A copy of the written report is on file in the Town Clerk's Office.

Community Library: Alix Duggan, President of the Board of Trustees

President Duggan began by explaining that Sara Hopkins, the Library Director, is unfortunately sick so she's filling in. Director Hopkins emailed the board the full report, so President Duggan covered the highlights at the meeting. The library had 2,319 visitors, 438 reference questions, 209 Wi-Fi users averaging 19 per day, 340 study space users, 101 visitors helped with tech use and other assistance, and 10 passports were processed. These will be the last 10 passports processed because the federal government has decided to remove libraries abilities to process them. There was a total of 3,417 total services rendered. There were also 3,504 physical items checked out, 2,074 on Overdrive, 103 on Hoopla, and 1,146 on NewsBank. The total items checked out across off the services were 6,827. There were 19 different programs held at the library in October, with the Halloween Party having 240 participants. There was a total of 819 participants across all the programs. President Duggan then gave a brief overview of the upcoming events at the library. A copy of the written report is on file in the Town Clerk's Office.

## **RESOLUTIONS:**

### **RESOLUTION NO. 73 OF 2025**

#### **RESOLUTION DIRECTING RELEVY OF UNPAID VACANT BUILDING REGISTRATION FEES**

The foregoing Resolution, offered by Supervisor Herrington and seconded by Councilman Sullivan, was duly put to a roll call vote as follows: Councilman Cipperly, Voting Aye; Councilman Christian, Voting Aye; Councilman Sullivan, Voting Aye; Councilman Balistreri, Voting Aye; Supervisor Herrington, Voting Aye. The foregoing Resolution was thereupon declared duly adopted.

### **RESOLUTION NO. 74 OF 2025**

#### **RESOLUTION ADOPTING A PROPOSED LOCAL LAW AUTHORIZING THE TOWN BOARD TO OVERRIDE THE TAX LEVY LIMIT FOR FISCAL YEAR 2026**

The foregoing Resolution, offered by Councilman Balistreri and seconded by Supervisor Herrington, was duly put to a roll call vote as follows: Councilman Cipperly, Voting Aye; Councilman Christian, Voting Aye; Councilman Sullivan, Voting Aye; Councilman Balistreri, Voting Aye; Supervisor Herrington, Voting Aye. The foregoing Resolution was thereupon declared duly adopted.

### **RESOLUTION NO. 75 OF 2025**

#### **RESOLUTION ADOPTING 2026 PRELIMINARY BUDGET AS 2026 ANNUAL BUDGET OF THE TOWN OF BRUNSWICK**

The foregoing Resolution, offered by Councilman Balistreri and seconded by Councilman Sullivan, was duly put to a roll call vote as follows: Councilman Cipperly, Voting Aye; Councilman Christian, Voting Aye; Councilman Sullivan, Voting Aye; Councilman Balistreri, Voting Aye; Supervisor Herrington, Voting Aye. The foregoing Resolution was thereupon declared duly adopted.

### **RESOLUTION NO. 76 OF 2025**

#### **RESOLUTION AUTHORIZING THE SUPERVISOR TO ENTER INTO A CONTRACT WITH TI SALES INC. FOR THE PURCHASE OF A LEAK DETECTION SYSTEM FOR THE WATER DEPARTMENT**

The foregoing Resolution, offered by Councilman Cipperly and seconded by Councilman Sullivan, was duly put to a roll call vote as follows: Councilman Cipperly, Voting Aye; Councilman Christian, Voting Aye; Councilman Sullivan, Voting Aye; Councilman Balistreri, Voting Aye; Supervisor Herrington, Voting Aye. The foregoing Resolution was thereupon declared duly adopted.

### **OLD BUSINESS:**

Supervisor Herrington asked if there was any old business. Councilman Balistreri said that there were two responses to ambulance RFP. The responses are being evaluated.

### **NEW BUSINESS:**

Supervisor Herrington then asked if there was any new business. Councilman Cipperly Had two items. The first was that the Dog Catcher made him aware that she's not able to place animals at the current shelter during outside business hours. The Town of Petersburg has created their own shelter and offered to make it available outside of normal business hours. Councilman Cipperly inquired what kind of contracted would be needed if any to take advantage of the offer. Town Attorney Gruenberg explained that a simple municipal agreement is all that's necessary and offered to put one together.

Councilman Cipperly then said the second item was that he received a plaque from the Cornell Cooperative Extension while representing the town. The CCE had a ceremony recognizing the Town of Brunswick's community center.

Supervisor Herrington wanted to congratulate the Brunswick Bulldogs football team on winning their Superbowl. He said that there were over 400 residents at the game cheering on the Brunswick Bulldogs.

### **WARRANTS:**

The warrants were offered by Councilman Christian and seconded by Councilman Sullivan, and were duly put to a roll call vote as follows: Councilman Cipperly, Voting Aye; Councilman Christian, Voting Aye; Councilman Sullivan, Voting Aye; Councilman Balistreri, Voting Aye; Supervisor Herrington, Voting Aye. The foregoing warrants were thereupon declared duly adopted.

### **VISITORS WHO WISHED TO SPEAK:**

Sue Tollens addressed the Board regarding legislation passed by the County Legislature suggesting that National Grid look elsewhere for its energy transfer station. She hopes that the Planning Board listens to the County Legislature. Then she asked if the Town could get out of the leak detection contract early if desired. Mr. Bradley said he wasn't worried about that because

it's the newest generation of technology. She was happy to hear about the Town's handling of the Sharpe Rd development, and wondered if North Greenbush also paused their permits. Mr. Bradley gave a status update on the project before confirming that North Greenbush is following Brunswick's lead.

Chris Fanning addressed the Board representing the Brunswick Soccer Club. They just finished the fall season which went great. There were over 300 players this season. Many parents gave compliments to the Town for the condition of the fields. He explained the maintenance of the fields. The winter season travel academy is about to begin which will be followed by the spring program. Enrollment is at a five year high. The Brunswick Soccer Club Board is working on getting lights for the fields as well as getting classified as a 501(c)(3) organization with the IRS. Mr. Fanning then gave Town Attorney Gruenberg their insurance policy. The Brunswick Soccer Club Board would like to establish a license for the fields. Supervisor Herrington congratulated Mr. Fanning on running such a popular and successful program.

Mary Ellen Adams asked the Board to take notice of other towns regarding solar expansion. Traffic on Hoosick Rd is still an issue to her, especially after being rear-ended on it. She requested that the Board update its comprehensive plan. She doesn't like the wall being constructed on Hoosick Rd for the development across from Brunswick Plaza. She was happy to hear about the sports programs' successes. She requested that proposed budgets be adjusted to make it easier to compare them from year to year. Then she questioned how County Executive McLaughlin claims to have lowered taxes. Assistant to the Supervisor Mr. Poletto explained how the Town and County Property Taxes work. He started by pointing out that the Town hasn't raised taxes. The county has two places where they can lower their portion of that tax, one of which is what Mr. McLaughlin is referring to in his election materials. The bigger impact on the property taxes is chargebacks, which are incurred by Brunswick residents going to SUNY schools or HVCC. Supervisor Herrington inquired how many years she was on the schoolboard. She said nine years. They then went back and forth over that experience.

#### **ADJOURNMENT:**

Supervisor Herrington then motioned to close the meeting. Councilman Christian seconded. Everyone voted "Aye" to close the meeting at 8:08 p.m.

Respectfully submitted,

Vinny DamaPoletto  
Deputy Town Clerk



**RESOLUTION NO. 73, 2025**

**TOWN OF BRUNSWICK  
REGULAR METING**

**November 13, 2025**

**RESOLUTION DIRECTING RELEVY OF UNPAID  
VACANT BUILDING REGISTRATION FEES**

**WHEREAS**, the Town of Brunswick having heretofore duly adopted Local Law No. 1 of the Year 2019, a local law establishing a registry for vacant buildings and property maintenance requirements for lots containing a vacant building; and

**WHEREAS**, pursuant to Section 4(C) of the Local Law No. 1 of the Year 2019, vacant building registration fees are established and are required to be paid by the owner of properties containing a vacant building on an annual basis; and

**WHEREAS**, pursuant to Section 4(D) of Local Law No.1 of 2019, all unpaid annual vacant building registration fees are directed to be liened and assessed against each parcel on which a vacant building is located, and all such outstanding amounts so assessed shall constitute a lien and charge on the property on which it is levied until paid; and

**WHEREAS**, the schedule attached hereto as Exhibit A lists the properties located in the Town of Brunswick containing vacant buildings for which each respective owner has failed to pay the required annual vacant building registration fee; and

**WHEREAS**, AS Town Board has reviewed and considered the schedule attached hereto as Exhibit A; and

**WHEREAS**, pursuant to Section 4(D) of Local Law No. 1 of 2019, the Town Board of the Town of Brunswick seeks to direct the Assessor of the Town of Brunswick to relevy such amounts as listed on the said Schedule attached hereto as Exhibit A against each corresponding parcel of real property, with such amounts so assessed constituting a lien and charge on the real property on which it is levied until paid or otherwise satisfied or discharged;

**NOW THEREFORE,**

**BE IT RESOLVED** by the Town Board of the Town of Brunswick, in regular session duly convened, acts as follows:

1. The Town Board of the Town of Brunswick hereby directs the Assessor of the Town of Brunswick to relevy the amounts as listed on the Schedule attached hereto as Exhibit

A against each corresponding real property as set forth on Exhibit A, with each such amount to be liened and assessed against each such parcel, and such amounts so assessed shall constitute a lien and charge on the property on which it is levied until paid or until otherwise satisfied or discharged, and shall be collected in the same manner and subject to the same rules, penalties and charges as applied to the collection of real property taxes of the Town.

The foregoing resolution, offered by Supervisor Herrington, and seconded by Councilman Sullivan, was duly put to a roll call vote as follows:

<b>COUNCILMAN CIPPERLY</b>	<b>VOTING</b>	<b><u>AYE</u></b>
<b>COUNCILMAN CHRISTIAN</b>	<b>VOTING</b>	<b><u>AYE</u></b>
<b>COUNCILMAN SULLIVAN</b>	<b>VOTING</b>	<b><u>AYE</u></b>
<b>COUNCILMAN BALISTRERI</b>	<b>VOTING</b>	<b><u>AYE</u></b>
<b>SUPERVISOR HERRINGTON</b>	<b>VOTING</b>	<b><u>AYE</u></b>

The foregoing Resolution was thereupon declared duly adopted.

Dated: November 13, 2025

## Exhibit A

Town of Brunswick 382200

### Tax Relevies – Vacant Building fee

<u>Tax ID</u>	<u>Owner</u>	<u>Address</u>	<u>Relevy Amount</u>
81.-5-8.30	Arvanete, Adam	10 Farrell Rd	\$2,500.00
101.12-4-13	Carhart, Charles	10 Pickering Ln	\$1,500.00
101.16-8-16	Niu, Mingye	105 Brunswick Rd	\$1,000.00
81.-2-13	Construx Prop Ventures	6 Charl Ln	\$1,000.00
102.5-7-1	Fraholli, Klajdi	11 Woodward Ave	\$1,500.00
101.8-18-16	SBV Acquisitions	14 Cooper Ave	\$1,000.00
81.-1-5	Fernwood Place LLC	112 Gypsy Ln	\$ 250.00
112.-1-5.2	Millennial Group Develop.	72 Cole ln	\$5,000.00
90.20-14-5	Shane Hornberger	30 Lord Ave	\$5,000.00
103.-11-9	Rooney, Thomas	585 Brunswick Rd	\$5,000.00
93.-4-45	Grimm Family Trust	3815 NY 2	\$5,000.00
93.-3-31	Callanan Industries	3438 NY 2	\$5,000.00
102.5-1-4	Favour, Patricia	22 Goodman Ave	\$5,460.00
91.1-2-3	L&R Prop. Ventures, LLC	5 Brunswick Park	\$5,000.00
90.20-8-10	Smith, Alice	33 Otsego Ave	\$5,475.00
90.20-21-8	Puente, Benjamin	262 Wayne St	\$2,500.00
81.-5-7	P&P Somerset	369 Grange Rd	\$2,500.00
103.-2-8	Holohan, Ryan	17 Walter Rd	\$1,000.00
81.-2-27.11	New Ark Intl Ministries	41-49 Dusenberry Ln	\$1,000.00
101.8-10-8.1	Bailey, Akeem	220 Hillcrest Ave	\$1,000.00
91.-6-16	Burns, Thomas	399 McChesney Ave Ext	\$1,650.00
81.-1-7	Grange Road, LLC	396 Grange Rd	\$1,000.00
102.1-2-14	Ocular Development	8 West Rd	\$1,500.00
		Total tax relevies	\$61,835.00

**RESOLUTION NO. 74, 2025**

**TOWN OF BRUNSWICK  
REGULAR MEETING**

**November 13, 2025**

**RESOLUTION ADOPTING A PROPOSED LOCAL LAW AUTHORIZING THE TOWN  
BOARD TO OVERRIDE THE TAX LEVY LIMIT FOR FISCAL YEAR 2026**

**WHEREAS**, the Town Board of the Town of Brunswick has previously authorized and established a town-wide ambulance district, to provide emergency medical services to the residents of the Town of Brunswick; and

**WHEREAS**, it is anticipated that if the Town goes forward with providing this new service, the cost of this new town-wide service will result in increasing the tax levy in an amount exceeding the tax levy limit established pursuant to N.Y. General Municipal Law Section 3-c for fiscal year 2026; and

**WHEREAS**, as required by law, on November 6, 2025 the Town Board held a duly noticed public hearing on this proposed local law, where the public could attend and provide comment on such proposed local law; and

**WHEREAS**, the Town Board has determined that it is in the best interests of the residents of the Town of Brunswick to go forward with seeking to provide emergency medical services to Town residents;

**NOW THEREFORE, BE IT**

**RESOLVED**, that the Town Board hereby adopts and approves such local law authorizing the Town Board to override the tax levy limit for fiscal year 2026.

**RESOLVED,**

The foregoing resolution, offered by Councilman Balistreri, and seconded by Supervisor Herrington, was duly put to a roll call vote as follows:

**COUNCILMAN CIPPERLY  
COUNCILMAN CHRISTIAN  
COUNCILMAN SULLIVAN  
COUNCILMAN BALISTRERI  
SUPERVISOR HERRINGTON**

<b>VOTING</b>	<b><u>AYE</u></b>
<b>VOTING</b>	<b><u>AYE</u></b>
<b>VOTING</b>	<b><u>AYE</u></b>
<b>VOTING</b>	<b><u>AYE</u></b>
<b>VOTING</b>	<b><u>AYE</u></b>

The foregoing Resolution was thereupon declared duly adopted.

Dated: November 13, 2025

## **TOWN OF BRUNSWICK**

### **LOCAL LAW NO. 1 OF THE YEAR 2025**

#### **Authorizing the Town Board to Override the Tax Levy Limit for Fiscal Year 2026**

Be it enacted by the Town Board of the Town of Brunswick as follows:

##### ***SECTION 1. AUTHORITY.***

This Local Law is enacted pursuant to subdivision 5 of N.Y. General Municipal Law §3-c (the "Property Tax Cap Law"), which expressly authorizes the Town Board to override the tax levy limit by the adoption of a local law approved by vote of sixty percent (60%) of the Town Board.

##### ***SECTION 2. PURPOSE.***

The purpose of this local law is to permit the Town Board to override the tax levy limit on the amount of property taxes that may be levied by the Town of Brunswick pursuant to the Property Tax Cap Law, and to allow the Town to adopt a budget for Fiscal Year 2026 that requires a real property tax levy in excess of the "tax levy limit" as defined by the Property Tax Cap Law. Such override is necessary and in the best interest of the Town.

##### ***SECTION 3. TAX LEVY LIMIT OVERRIDE.***

The Town of Brunswick Town Board is hereby authorized to override the Tax Levy Limit established pursuant to N.Y. General Municipal Law §3-c, for Fiscal Year 2026, and to adopt a budget for Fiscal Year 2026 that requires a real property tax levy in excess of the amount otherwise prescribed in N.Y. General Municipal Law §3-c. The adoption of this Local Law shall not require the Town Board to override the Tax Levy Limit.

##### ***SECTION 4. SEVERABILITY.***

If any clause, sentence, paragraph, section or part of this Local Law or the application thereof to any person, firm or corporation, or circumstance, shall be adjudged by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair or invalidate the remainder thereof, but shall be confined in its operation to said clause, sentence, paragraph, section or part of this Local Law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such order or judgment shall be rendered.

##### ***SECTION 5. EFFECTIVE DATE.***

This local law shall take effect immediately upon its filing with the Secretary of State as provided in §27 of the N.Y. Municipal Home Rule.

**RESOLUTION NO. 75, 2025**

**TOWN OF BRUNSWICK  
REGULAR MEETING**

**November 13, 2025**

**RESOLUTION ADOPTING 2026 PRELIMINARY BUDGET  
AS 2026 ANNUAL BUDGET OF THE TOWN OF BRUNSWICK**

**WHEREAS**, the Town Board having met and considered the 2026 Preliminary Budget for the Town of Brunswick for the fiscal year commencing January 1, 2026, and having duly conducted a public hearing thereon as required by Town Law, Section 108, on November 6, 2025; and

**WHEREAS**, the Town Board having determined that the said Preliminary Budget does not require modifications, revisions or amendment,

**WHEREAS**, said preliminary budget calls for a tax levy increase of more than 2%, based upon the provision of new ambulance services to the residents of the Town of Brunswick; now, therefore

**BE IT RESOLVED**, that the Town Board hereby adopts the preliminary budget as approved at the Town Board meeting on November 6, 2025, as the annual budget of the Town of Brunswick for fiscal year commencing January 1, 2026, and the same shall be entered in the Minutes of the Town Board.

The foregoing resolution, offered by Councilman Balistreri, and seconded by Councilman Sullivan, was duly put to a roll call vote as follows:

<b>COUNCILMAN CIPPERLY</b>	<b>VOTING</b> <u><b>AYE</b></u>
<b>COUNCILMAN CHRISTIAN</b>	<b>VOTING</b> <u><b>AYE</b></u>
<b>COUNCILMAN SULLIVAN</b>	<b>VOTING</b> <u><b>AYE</b></u>
<b>COUNCILMAN BALISTRERI</b>	<b>VOTING</b> <u><b>AYE</b></u>
<b>SUPERVISOR HERRINGTON</b>	<b>VOTING</b> <u><b>AYE</b></u>

The foregoing Resolution was thereupon declared duly adopted.

Dated: November 13, 2025

**RESOLUTION NO. 76, 2025**

**TOWN OF BRUNSWICK  
REGULAR METING**

**November 13, 2025**

**RESOLUTION AUTHORIZING THE SUPERVISOR TO ENTER INTO  
A CONTRACT WITH Ti SALES INC. FOR THE PURCHASE OF A  
LEAK DETECTION SYSTEM FOR THE WATER DEPARTMENT**

**WHEREAS**, the Town of Brunswick purchases water from the City of Troy; and

**WHEREAS**, the Town Board has been advised by the Superintendent of Water that the aging system is losing up to 30% of the water purchased from the City of Troy in an amount exceeding \$100,000 annually; and

**WHEREAS**, the Town Board wishes to purchase a water leak detection system to address this issue; and

**WHEREAS**, the Town Water Superintendent has examined six different detection systems/products, and prepared an analysis of the respective systems/products on the market, annexed hereto as Exhibit A. He has concluded that the ALFX System, (shown on Exhibit A in the 65 Seconds column) has the highest sensitivity of any system on the market, allowing for a reduced number of leak sensors to be installed, and that the system may be mounted on hydrants allowing quick installation, in comparison to other systems, and

**WHEREAS**, the Water Superintendent has recommended that the ALFX system would uniquely be the best system and provides the best value for the Town; and

**WHEREAS**, Ti Sales Inc. has submitted a written proposal for the system annexed as Exhibit B, for a total of \$58,080.00; and

**WHEREAS**, the Town Superintendent of Water has recommended the purchase of the ALFX system from Ti Sales, Inc., for the sum of \$58,000.00;

**NOW THEREFORE, BE IT**

**RESOLVED**, that the Supervisor is authorized to enter into a contract for the purchase of the system from T.I. Sales, Inc. as set forth in the description annexed hereto.

The foregoing resolution, offered by Councilman Cipperly, and seconded by Councilman Sullivan, was duly put to a roll call vote as follows:

**COUNCILMAN CIPPERLY  
COUNCILMAN CHRISTIAN  
COUNCILMAN SULLIVAN**

**VOTING AYE  
VOTING AYE  
VOTING AYE**

**COUNCILMAN BALISTRERI**  
**SUPERVISOR HERRINGTON**

**VOTING AYE**  
**VOTING AYE**

The foregoing Resolution was thereupon declared duly adopted.

Dated: November 13, 2025



## Exhibit A

PARAMETERS	Echolologic	Itron	FCS	Guterman	64 Seconds
Product	EchoShore-DX	OpenWay Riva	PermaNET SU	ZoneScan	ALFX
Sensitivity	1.4 mV/g	1 V/g	Not Published	Not Published	200 V/g
Operating Temperature	-4 F to 158 F	14 F to 122 F	-5 F to 140 F	-22 F to 158 F	-4 F to 185 F
Water Ingress Protection	IP68	IP68	IP68	IP68	IP 67
Antenna	None	Optional	Required	Optional	None
Battery Life	10 Year	5 Years	3 Years	2-5 Years	5 Year
Replaceable Battery	Factory	No	Factory	Field	Factory
Communication Method	Cellular	900mHz	Cellular	900 mHz	900 mHz
Remote Correlation	None	None	Yes	Not Published	Yes
Warranty	2 Year	5 Year	1 Year	Not Published	5 Year
Mounting Location	Hydrant Cap	Inside Building	Road Valves	Road Valves	Hydrant Bolt
GIS Management System	No	No	No	No	Yes
License Renewal Period	1 year	1 year	1 year	1 year	5 year
Number of Components Required	1	2	1	1	1
Summary	Requires modification of Bliss Nozzle and new Storz Connection additional \$300 per hydrant connection.	Two components require and requires internal access to the home or business to install.	Requires installation inside of road valve box, short warranty period and shortest battery life.	Requires installation inside of road valve box, requires additional antenna for best performance.	Has highest published sensitivity, ease of installation on Hydrant, longest battery life and longest license renewal period.

## Exhibit B



#### WATER and WASTEWATER SUPPLIES

36 Hudson Road (Route 27)  
Sudbury, Massachusetts 01776-2097  
800-225-4616  
978-443-7600 Fax  
www.tisales.com

### How ALFX from 64 Seconds Helps Reduce Water Loss and Improve Efficiency

#### 1. Finds Leaks Early

ALFX continuously monitors your water system to detect leaks as soon as they start.

- Alerts crews before small leaks become main breaks.
- Cuts down on emergency repairs and unplanned outages.
- Keeps systems running smoothly with fewer disruptions.

#### 2. Saves Water and Energy

Fixing leaks quickly means less water and electricity wasted.

- Reduces water you have to produce or buy.
- Lowers pumping and treatment costs.
- Prevents treated water from leaking into storm drains or the ground.

#### 3. Extends Pipe Life

By keeping system pressure stable and reducing leaks, ALFX helps pipes last longer.

- Less pressure stress and corrosion.
- Fewer breaks and joint failures.
- Delays costly replacements.

#### 4. Improves Operations

ALFX gives your team the data they need to act fast.

- Real-time maps and alerts show exactly where problems are.
- Helps prioritize which repairs matter most.
- Supports accurate reporting and performance tracking.

#### 5. Pays for Itself

A 5-year ALFX service plan can pay for itself in the first year.

- Saves water, energy, and labor costs.
- Reduces non-revenue water and system downtime.
- Delivers measurable savings and reliability improvements.

#### Bottom Line:

ALFX helps you stop water loss, lower costs, and protect your infrastructure — all while saving time and money.

"THE SUPPLY HOUSE THAT KNOWS HOW TO HELP"



36 Hudson Road  
Sudbury, MA 01776-2039

800-225-4616  
978-443-2002  
Fax: 978-443-7600  
www.tisales.com

Quote	QTE0082776
Quoted To	Bill
Date	10/22/2025

**Sold To:** Brunswick Town Water Dept. NY  
336 Town Office Rd.  
Troy NY 12180

**Ship To:** Brunswick Town Water Dept. NY  
336 Town Office Rd.  
Troy NY 12180

Customer Number	Telephone	Fax	Job Location	Job Name	Territory Manager
BRUN7	(518) 279-3461	(518) 279-4352	Brunswick NY	ALFX	Jason Malt
Expires	Estimated Delivery	Freight	Terms	Master Number	
12/21/2025	TBD	Allowed	NET 30	402257	
Item Number	Description	Quantity	Price	Extension	
64ALFX211	ALFX Leak Detection & Correlator System W/5 Year Plan - Narrow Black for Post Size 1/2"-13 x 3.19	220	\$264.00	\$58,080.00	
Quoted By: Ryan Hourhan		Subtotal		\$58,080.00	
		Other Charges		\$0.00	
		Tax		\$0.00	
		TOTAL DUE		\$58,080.00	

Visit our website @ [www.tisales.com](http://www.tisales.com)

*If you are in agreement with this quote and wish to order, please sign, date, and fax back to 978-443-7600 or email us at [orders@tisales.com](mailto:orders@tisales.com)*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

TOWN BOARD  
TOWN OF BRUNSWICK  
Regular Meeting

December 11, 2025

FILED RESOLUTIONS

Number	Title
77	RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF AN AMENDMENT TO LEXIS+ SUBSCRIPTION AGREEMENT FOR STATE AND LOCAL GOVERNMENT PREVIOUSLY ENTERED INTO BETWEEN LEXISNEXIS, A DIVISION OF RELX, INC., AND THE TOWN OF BRUNSWICK, TO PROVIDE LEGAL DATABASE ACCESS TO THE TOWN ATTORNEY'S OFFICE
78	RESOLUTION ACCEPTING A PROPOSAL BY MOSTERT, MANZANERO & SCOTT LLP TO PROVIDE PROFESSIONAL AUDITING SERVICES TO THE TOWN OF BRUNSWICK
79	RESOLUTION ACCEPTING THE PROPOSAL FOR DEDICATED AMBULANCE SERVICES FROM THE NORTH GREENBUSH AMBULANCE ASSOC., INC
80	RESOLUTION DECLARING CERTAIN ITEMS TO BE SUPPLUS PROPERTY
81	RESOLUTION TO ACCEPT THE WATER AND SEWER MAINTENANCE ROLL AS AMENDED FOR THE PERIOD OF 01/01/2025 THROUGH 06/30/2025 AUGUST BILLING 2025 WATER, SEWER and SPECIAL SEWER 6 ROLL

**RESOLUTION NO. \_77\_, 2025**

**TOWN BOARD  
TOWN OF BRUNSWICK  
REGULAR METING**

**December 11, 2025**

**RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF AN  
AMENDMENT TO A LEXIS+ SUBSCRIPTION AGREEMENT FOR  
STATE AND LOCAL GOVERNMENT PREVIOUSLY ENTERED INTO  
BETWEEN LEXISNEXIS, A DIVISION OF RELX INC. , AND THE TOWN  
OF BRUNSWICK, TO PROVIDE LEGAL DATABASE ACCESS TO THE  
TOWN ATTORNEY'S OFFICE**

**WHEREAS**, there are funds appropriated in the 2026 Annual Budget for contractual services for the Town Attorney's Office, including legal database access services; and

**WHEREAS**, the Town having heretofore contracted with LexisNexis, a Division of RELX Inc., for a legal database access plan for the Brunswick Town Attorney's Office offering the Lexis+ Content & Features described in the Lexis+ Subscription Agreement for State/Local Government, under New York State Office of General Services Contract, such contract to expire on December 31, 2025; and

**WHEREAS**, the Town having received the proposed Amendment to the said Lexis+ Subscription Agreement for State/Local Government from the said LexisNexis, a Division of RELX Inc., extending the said Subscription Agreement for an additional three (3) year period, commencing on January 1, 2026, and terminating on December 31, 2028, under the terms and conditions set forth in the Amendment, together with a proposed Addendum to said Subscription Agreement providing, among other things, that the Subscription Agreement may be terminated by the Town upon 30 days written notice in the event that sufficient funds are not appropriated by the Town Board for payment under the Subscription Agreement for any current or future fiscal period, copies of which said Agreements are annexed hereto; now, therefore

**BE IT RESOLVED**, that the said annexed proposed Amendment to Lexis+

Subscription Agreement for State/Local Government, and the Addendum thereto, between the said LexisNexis, a Division of RELX Inc., and the Town, be and hereby are approved and the Supervisor is authorized to execute the same on behalf of the Town.

The foregoing resolution, offered by \_\_\_\_\_, and seconded by \_\_\_\_\_, was duly put to a roll call vote as follows:

**COUNCILMAN CIPPERLY**  
**COUNCILMAN CHRISTIAN**  
**COUNCILMAN SULLIVAN**  
**COUNCILMAN BALISTRERI**  
**SUPERVISOR HERRINGTON**

**VOTING** \_\_\_\_\_  
**VOTING** \_\_\_\_\_  
**VOTING** \_\_\_\_\_  
**VOTING** \_\_\_\_\_  
**VOTING** \_\_\_\_\_

The foregoing Resolution was (was not) thereupon declared duly adopted.

Dated: December 11, 2025





**AMENDMENT**  
**LEXIS®/LEXIS®+/LEXIS®+AI FOR**  
**STATE/LOCAL GOVERNMENT**  
(EXISTING SUBSCRIBER VERSION - TERM)

<b>"Subscriber" Name:</b> Brunswick Town Attorney
<b>Account Number:</b> 10019U1C8
<b>"LN":</b> LexisNexis, a division of RELX Inc.

**1. Amendment**

This Amendment ("Amendment") amends and supplements the terms of the Lexis+ Subscription Agreement previously entered into between LexisNexis, a division of RELX Inc. ("LN") and Subscriber (the "Subscription Agreement"). This Amendment shall serve as Subscriber's acceptance of the General Terms & Conditions for Use of the Online Services in effect as of the date of this Amendment and displayed at: <https://www.lexisnexis.com/en-us/terms/GovtAcademic/terms.page>.

**2. Certification**

- 2.1. Subscriber certifies that the number of government professionals in Subscriber's organization is as set forth below. A "Government Professional User" is defined as an attorney, judge, librarian, researcher, investigator or analyst who is employed by the Subscriber.

<b>Number of Government Professional Users:</b>	<b>1</b>
---	----------

- 2.2. A "Support Staff User" is defined as a person who supports the Government Professional User, including, but not limited to: paralegals, interns, legal secretaries or other administrative support members. Lexis+ ID's will be issued to support staff for each Government Professional User accounted for above. Support Staff Users will receive access at no additional charge.
- 2.3. Each LN ID must be issued for individual use by the Government Professional User or Support Staff User.
- 2.4. If Subscriber, at the time of signing this Amendment has 11 or more Government Professional Users, then Subscriber is required to notify LN if the number of Government Professional Users falls below 11. Subscriber shall, within 30 days of the staffing change, notify LN in writing.
- 2.5. Subscriber acknowledges that the pricing and menus provided to Subscriber in this Amendment depend in part on the number of Government Professional Users in Subscriber's organization. Subscriber certifies that as of the date Subscriber signs this Amendment there are the number of Government Professional Users in Subscriber's organization (the "Reference Number") as Subscriber has specified above.
- (a) At LN's request from time to time, Subscriber will certify in writing the then-current Reference Number.
- (b) If there is a change in the Reference Number during the Term, LN may, in its sole discretion on at least 30 days prior written notice to Subscriber, increase or decrease the Monthly Commitment by an amount that does not exceed, on a percentage basis, the change in the Reference Number.

**3. Lexis+ Product and Charges**

- 3.1. This Section 3 amends the Subscription Agreement with respect to the Lexis+ product offering described below. The term of Subscriber's commitment for the Lexis+ product offering will begin upon the date Subscriber's billing account ("Account Number") is activated ("Activation") and will continue for the last period set forth in Section 3.2 below (the "Committed Term"). Subscriber may not terminate this Amendment for convenience under the General Terms during the Committed Term. Notwithstanding the foregoing, Subscriber may terminate this Amendment during the Committed Term for a material breach by LN that remains uncured for more than 30 days after LN receives written notice from Subscriber identifying a specific breach. If Subscriber terminates this Amendment pursuant to this Section, then Subscriber will pay all charges incurred up to the date of termination.

<b>Lexis+ Content &amp; Features</b>		
<b>Product</b>	<b>SKU Number</b>	<b>Number of Users</b>
Core Public Records with Smartlinx Person, Business and Location Reports	1004801	1
Verdicts & Settlements – National	1010609	1
City and County Attorney Premium Library	1011966	1



**AMENDMENT**  
**LEXIS®/LEXIS®+/LEXIS®+AI FOR**  
**STATE/LOCAL GOVERNMENT**  
(EXISTING SUBSCRIBER VERSION - TERM)

All Legislative Bill Histories	1509667	1
Lexis+™ Practical Guidance - State & Local Government	1534660	1
NY National Government Package	1537054	1

- 3.2. In exchange for access to the Lexis+ Content, Feature and/or Service set forth above in Section 3.1, Subscriber will pay to LN the following amount (the "Monthly Commitment") during the periods set forth below.

Committed Term	Monthly Commitment
1/1/2026 - 12/31/2026	\$119
1/1/2027 - 12/31/2027	\$125
1/1/2028 - 12/31/2028	\$131

- 3.3. Some of the Online Services may allow Authorized Users to upload documents within the LN Online Services, known as the Vault ("Vault"). Subscriber may elect to disable the Vault for its Authorized Users by initialing below.

**To have the Vault disabled for your Authorized Users, initial here**

\_\_\_\_\_  
(Initial)

- 3.4. During the Term, LN may make content and features available to Subscriber that are not included in the Lexis+ Content described above at an additional charge ("Out of Plan Materials"). Authorized Users trying to access Out of Plan Materials will be notified of the additional charges before the materials are displayed. If an Authorized User accesses the Out of Plan Materials, Subscriber will pay the transactional charge(s) displayed at the time of access. If Subscriber does not initial below, Out of Plan Materials will be excluded from Authorized User's search.

**To have Out of Plan Materials available for your Authorized Users, initial here**

\_\_\_\_\_  
(Initial)

- 3.5. Use of Lexis+ under this Amendment is available to Subscriber and its Authorized Users (defined in the General Terms).

- 3.6. LN may temporarily suspend access to Lexis+ until all unpaid amounts are paid in full. No claims directly or indirectly related to this Amendment with respect to amounts billed or payments made under this Amendment may be initiated by Subscriber more than 6 months after such amounts were first billed to Subscriber.

**4. Closed Offer**

The prices and other terms are subject to change if Subscriber has not submitted a signed original or copy on or before 12/31/2025.

**5. Confidential Information**

Subject to any state open records or freedom of information statutes, this Amendment contains confidential pricing information of LN. Subscriber understands that disclosure of the pricing information contained herein could cause competitive harm to LN and will receive and maintain this Amendment in trust and confidence and take reasonable precautions against such disclosure to any third person. This Section 5 will survive the termination or expiration of this Amendment.

**6. Support and Training**

During the Term, Subscriber, with the support of LN, agrees to encourage the effective use of Lexis+ through:



**AMENDMENT**  
**LEXIS®/LEXIS®+/LEXIS®+AI FOR**  
**STATE/LOCAL GOVERNMENT**  
(EXISTING SUBSCRIBER VERSION - TERM)

- (a) Meaningful participation in additional ongoing programs presented by LN to update and train Authorized Users;
- (b) Authorize the periodic distribution of memos or other communications by LN and/or Subscriber to Authorized Users; and
- (c) The periodic review with LN of Subscriber's Authorized User's use of materials and training under this Amendment.

**7. Miscellaneous**

This Amendment does not bind either party until it has been accepted by both parties. Subscriber may accept this Amendment by signing below. LN will accept this Amendment by providing Subscriber with access to Lexis+ or by signing below.

**LEXISNEXIS WILL NOT ACCEPT ANY CHANGES, CORRECTIONS OR ADDITIONS TO THIS AMENDMENT UNLESS SUCH CHANGES ARE EXPRESSLY ACCEPTED BY LN IN WRITING. SUCH CHANGES WILL HAVE NO LEGAL EFFECT.**

**AGREED TO AND ACCEPTED BY:**

<b>Subscriber: Brunswick Town Attorney</b>	
[MUST BE COMPLETED BY SUBSCRIBER]	
<b>Authorized Subscriber Signature:</b>	_____
<b>Printed Name:</b>	_____
<b>Job Title:</b>	_____
<b>Date:</b>	_____

**LexisNexis, a division of RELX Inc.**

[COMPLETED BY LEXISNEXIS]	
<b>Authorized Signature:</b>	_____
<b>Name:</b>	_____
<b>Job Title:</b>	_____
<b>Date:</b>	_____



**AMENDMENT**  
**LEXIS®/LEXIS®+/LEXIS®+AI FOR**  
**STATE/LOCAL GOVERNMENT**  
(EXISTING SUBSCRIBER VERSION - TERM)

Customer Information (please print or type)			
Organization Name (full legal name)		Brunswick Town Attorney	
Billing Frequency		<input checked="" type="checkbox"/> Monthly	<input type="checkbox"/> Annually
Tax Exempt (if yes please provide exemption certificate)		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
New Invoice Contact Person	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	First & Last Name	Email Address
PO Required?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	PO #	
MSA # if applicable			

This Agreement Addendum (this "Addendum") amends and supplements the terms of the Online Services Agreement between LexisNexis, a division of RELX Inc. ("LN") and Brunswick Town Attorney, a city, state, county or other local government agency ("Subscriber"). The Agreement shall consist of Subscriber's agreement (the "Subscriber Contract"), if applicable, the LexisNexis General Terms and Conditions viewable at [www.lexisnexis.com/terms/general](http://www.lexisnexis.com/terms/general) (the "General Terms"), together with any other LexisNexis contract proposals or other contract documents, all of which are incorporated into the Agreement by reference and made a part hereof (collectively the "Agreement").

1. **Term.** The term of this Addendum shall be coterminous with the Agreement.
2. **Non-Appropriation of Funds.** If funds are not appropriated or allocated for payment for the type(s) of services contemplated under the Agreement for any current or immediately subsequent fiscal period, then Subscriber, at its option, may terminate the Agreement on the last day of any calendar month upon 30 days' prior written notice to LN, without future obligations, liabilities, or penalties to LN, except for amounts due up to the time of termination. In addition, in order to exercise this option, Subscriber shall certify and warrant in writing to LN, under penalty of perjury, that funds for the type(s) of services contemplated have not been appropriated to continue the Agreement for the current or immediately subsequent fiscal year. For a point of clarification, substituting the services provided by LN to another service provider under any circumstances is not grounds to exercise this option.
3. **Contract Amendment.** All amendments, modifications, alterations or changes to the Agreement (excluding the General Terms which may be revised as set forth therein), shall be in writing and signed by both parties.
4. **Miscellaneous.**
  - 4.1 Except as expressly modified by this Addendum, all other terms and conditions of the Agreement will remain in full force and effect and will be unaffected by this Addendum.
  - 4.2 If Subscriber issues a purchase order in connection with the Agreement, Subscriber acknowledges and agrees that the purchase order shall be for Subscriber's internal purposes only and shall not modify or affect any of the other terms or conditions for access to the Online Services.
  - 4.3 In the event of a conflict between the terms of the Agreement and this Addendum, this Addendum will control. In the event of a conflict between the various contract documents that comprise the Agreement, such conflicts shall be resolved in the following order: the General Terms shall control with regard to access and use of the Online Services, for all other purposes, the order of precedence shall be this Addendum, the Subscriber Contract, and then any other LN contract documents.

LN's acceptance of the terms of this Addendum shall be evidenced by its signature below or by providing Subscriber with access to the Online Services.



**AGREEMENT ADDENDUM**  
State & Local Government

**AGREED TO AND ACCEPTED BY:**

<b>Subscriber:</b> Brunswick Town Attorney
[MUST BE COMPLETED BY SUBSCRIBER]
<b>Authorized Subscriber Signature:</b>
<b>Printed Name:</b>
<b>Job Title:</b>
<b>Date:</b>

**LexisNexis, a division of RELX Inc.**

[COMPLETED BY LEXISNEXIS]

<b>Authorized Signature:</b>
<b>Name:</b>
<b>Job Title:</b>
<b>Date:</b>

**RESOLUTION NO. 78, 2025**

**TOWN OF BRUNSWICK  
REGULAR METING**

**December 11, 2025**

**RESOLUTION ACCEPTING A PROPOSAL BY  
MOSTERT, MANZANERO & SCOTT, LLP TO  
PROVIDE PROFESSIONAL AUDITING SERVICES  
TO THE TOWN OF BRUNSWICK**

**WHEREAS**, the Town of Brunswick solicited proposals for professional auditing services; and

**WHEREAS**, the Town has received a proposal from Mostert, Manzanero & Scott, LLP, a CPA firm based in Oneonta, New York; and

**WHEREAS**, this accounting firm has provided prompt and reliable auditing services to the Town for ten plus years and has worked well with Town personnel and the Town Board; and

**WHEREAS**, the Town Board wishes to accept that firm's proposal to provide auditing services to the Town as more fully set forth in a proposal dated November 3, 2025;

**NOW THEREFORE, BE IT**

**RESOLVED**, that the Town Board hereby accepts the proposal to provide professional auditing services submitted by Mostert, Manzanero & Scott, LLP

The foregoing resolution, offered by Councilman \_\_\_\_\_, and seconded by Councilman \_\_\_\_\_, was duly put to a roll call vote as follows:

<b>COUNCILMAN CIPPERLY</b>	<b>VOTING</b> —
<b>COUNCILMAN CHRISTIAN</b>	<b>VOTING</b> —
<b>COUNCILMAN SULLIVAN</b>	<b>VOTING</b> —
<b>COUNCILMAN BALISTRERI</b>	<b>VOTING</b> —
<b>SUPERVISOR HERRINGTON</b>	<b>VOTING</b> —

The foregoing Resolution was thereupon declared duly adopted.

Dated: \_\_\_\_\_, 2025

**TOWN OF BRUNSWICK**

**PROPOSAL TO PROVIDE  
PROFESSIONAL AUDITING SERVICES**

**Submitted By:**

**MOSTERT, MANZANERO & SCOTT, LLP  
Anthony T. Manzanero, CPA, Partner  
4 Associate Drive  
Oneonta, NY 13820  
(607) 432-8700**



**Town of Brunswick**

**Proposal to Provide  
Professional Auditing Services**

**C O N T E N T S**

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4 Associate Drive  
Oneonta, New York 13820  
Phone: (607) 432-8700  
Fax: (607) 432-5122  
www.mmscpas.com



**MOSTERT, MANZANERO & SCOTT, LLP**  
*Certified Public Accountants*

Deborah L. Mostert, CPA  
Anthony T. Manzanero, CPA  
Mary E. Manzanero, CPA  
David E. Brownell, CPA  
Jason L. Waite, CPA

November 3, 2025

Town of Brunswick  
336 Town Office Rd.  
Troy, NY 12180

We appreciate the opportunity to present our qualifications to continue to serve as independent accountants and business advisors to the Town of Brunswick. We are excited about the prospect of providing you with continued assistance in meeting the challenges and opportunities you face. As you know, we have the people and resources to serve you, and we look forward to continuing to put our knowledge and experience to work for you.

We will provide the Town of Brunswick with high quality services for fair and reasonable fees. We have demonstrated our commitment to serve you throughout our proposal and past years of audit work and the continued benefits you will receive through working with Mostert, Manzanero & Scott, LLP.

We are confident that our fees represent an equitable arrangement for the service level you will need. The talents of the team members we plan to assign are significant. Their talents have been developed over many years of counseling with our clients on major accounting and internal control issues, management problems and systems development projects. We are committed to demonstrate to you the value of this team.

We believe that after reviewing our qualifications, experience and commitment, you will share our conviction that we have the people, resources, attitude and reputation to provide you with the best professional services available.

We look forward to the opportunity of meeting with you and your Town representatives to further discuss our qualifications and credentials and to respond to any questions you may have concerning our proposal.

Sincerely,

A handwritten signature in black ink, appearing to read 'Anthony T. Manzanero'.

Anthony T. Manzanero, CPA  
Partner

MEMBERS: American Institute of Certified Public Accountants,  
New York State Society of Certified Public Accountants, National Conference of CPA Practitioners

## **PROFILE OF MOSTERT, MANZANERO & SCOTT, LLP**

Mostert, Manzanero & Scott, LLP is a Certified Public Accounting partnership that, with its predecessors, has been in business for more than 50 years providing accounting, auditing, tax, and financial planning services to businesses and individuals. Our clientele includes local governments and school districts, healthcare organizations, numerous non-profit organizations, manufacturers, retail establishments, and medical groups.

Mostert, Manzanero & Scott, LLP has performed single audits involving federal agencies such as HUD, FEMA, USDA, US Department of Health, US Department of Justice, Department of Commerce and the US Department of Transportation. We also have experience with audits involving funding from DSS, VESID, SED, OPWDD, OMH, OASAS, NYS Department of Health, NYS Division of Housing and Community Renewal, NYS Department of Transportation and the NYS Department of Justice.

### **LOCATION**

The firm is in Oneonta, New York. This location has allowed us to provide efficient professional services to Otsego, Delaware, Schoharie, Chenango and surrounding areas.

### **SIZE AND ORGANIZATIONAL STRUCTURE OF THE FIRM**

Our Firm consists of five partners, two senior accountant, three junior accountants and two administrative assistants.

### **WOMEN OWNED BUSINESS**

Mostert, Manzanero & Scott, LLP is a certified Women-Owned Business Enterprise (WBE), with women represented at the partner level and across leadership. We integrate diversity, equity, and inclusion into our hiring, mentoring, and client service practices, ensuring fresh perspectives and strong accountability. For OAS, this means:

- Alignment with New York State supplier diversity goals;
- Direct access to diverse leadership perspectives.

A partner committed to equity, innovation, and responsive service

### **NICHE GROUPS/STAFF CONTINUITY**

The firm has developed the following practice niche groups to ensure that professional services are maintained at the highest levels:

- Governmental Entities, including School Districts
- Manufacturers and Retailing Establishments
- Human Services and Other Non-Profit Organizations
- Healthcare Services
- Utility Cooperatives
- Tax Services
- Business Development Services

Each niche group is specifically designed to provide our staff with the latest developments in the industry. Individuals from each niche group are utilized on a consistent basis to provide assurance of staff continuity and maximum job efficiency.

## PROFESSIONAL QUALIFICATIONS AND RESOURCES

We at Mostert, Manzanero & Scott, LLP take great pride in the fact that we uphold the highest standards of our profession. The continued growth of our Firm and our reputation depend upon our ability to maintain our technical competence and our awareness of the latest developments within the profession. This is accomplished by:

- **Membership in the AICPA**

Our membership in the AICPA provides us with continuing professional education courses for our partners and staff, and the latest technical standards available as well as specialized accounting and industry guides.

- **Continuing Professional Education (CPE) for our Staff**

As members of the Private Companies Practice Section (PCPS) of the AICPA Division for CPA firms, Mostert, Manzanero & Scott, LLP must provide its professional staff with one hundred twenty (120) hours of CPE during each three year period and does so by utilizing CPE courses sponsored by the AICPA, New York State Society of CPA's, other professional organizations and training sessions developed internally by our Firm. All Firm staff assigned to nonprofit organizations and governmental engagements, attend specialized CPE courses devoted to accounting and auditing topics specific to those engagements at least annually. Our partners and staff exceed the minimum hours of CPE required by the AICPA each year.

- **Peer Review**

As a member of the AICPA Private Companies Practice Section (PCPS), Mostert, Manzanero & Scott, LLP undergoes a rigorous peer review of our accounting and auditing practice every three years. This review is conducted in accordance with the standards of the AICPA Peer Review Program and provides independent assurance of our compliance with professional standards.

Our most recent peer review, covering the period ended May 31, 2024, confirmed our adherence to professional standards. The review identified opportunities to strengthen documentation in certain engagements, particularly related to risk assessment procedures and testing of compliance controls.

Immediately following the peer review, we voluntarily engaged Visconti and Associates, P.C., an independent CPA firm approved by the peer review committee, to review our remediation efforts. The remediation included enhanced documentation, revisions to engagement workpapers, and strengthened internal quality control procedures.

The independent reviewer confirmed that, after minor revisions, our engagement documentation now conforms to professional standards. No additional monitoring was required.

The outcome reflects our commitment to maintaining the highest level of quality, addressing feedback promptly, and continuously improving our processes.

We are confident that the enhancements made as part of this remediation will further strengthen our audit quality and provide you with the highest level of assurance services.

- **Quality Staff**

We believe our people are our strongest asset. We strive to maintain the highest quality professional staff available.

Every member of the audit staff is a full time degreed accountant who has experience in auditing Towns that are similar to yours. This ensures that you are receiving a high quality service and not training our staff.

- **Subscriptions to Various Accounting, Tax and Management Advisory Services**

These services provide us with timely updating on new pronouncements, new ideas, new procedures and changes in laws, regulations and interpretations. Our library for tax and accounting services is complete and up to date.

### **YOUR PROFESSIONAL SERVICE TEAM**

The audit team assigned to your audit will include the individuals listed below.

**Anthony T. Manzanero, CPA**, would function as the Audit Partner. Tony has been with Mostert, Manzanero & Scott, LLP since 1990, and a partner since January 2001. He holds a B.S. from Boston College and a Master's in Accounting from SUNY, Binghamton. He is responsible for most of our governmental and federal single audit clients, as well as several nonprofit clients. He has extensive experience with audits of FEMA, HUD and RD grants and awards.

As a former member of the Oneonta Rotary Club, Tony has been active in the Rotary Foreign Exchange Program. He is past Treasurer for Rotary District 7170, Vice President of the Oneonta Rotary Foundation, and coached several recreational and travel soccer teams.

**David E. Brownell, CPA**, would function as the Quality Control Partner and would perform an overview of the audit work papers and financial statements to ensure full compliance with the Firm and professional standards. He would be available to assist in the resolution of technical accounting and auditing issues.

David graduated from Clarkson College with a B.S. in Management and Finance. He joined Mostert, Manzanero & Scott, LLP in 1998 and has been a CPA since 2002 and has been a partner since January 1, 2018. David has worked with governmental clients and has experience ranging from managing Single Audits conducted using OMB's *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) to help local governments with their annual filing requirements to the Office of the New York State Comptroller.

Additionally, he works with Nonprofit and Charitable Organizations conducting audit and review engagements, IRS 990 and NYS CHAR 500 annual filings, and providing accounting and consulting services. He has experience with corporate and partnership Federal and New York State tax clients as well as individual tax clients.

**Jason L. Waite, CPA**, would function as Audit Manager and would have the following major responsibilities:

- Acting as primary contact at Mostert, Manzanero & Scott, LLP to ensure an open and effective channel of communication throughout the audit;
- Directing, controlling and supervising the efforts of all personnel assigned to the engagement;
- Assisting in the solution of technical or sensitive problem areas encountered during the performance of the audit;
- Assisting with the preparation and submission of the financial reporting package;
- Reviewing all working papers, accountant's report, financial statements and other reports to be issued; and
- Determining the final content of the accountants' reports and ascertaining compliance with the Firm and professional standards.

Jason is a graduate from The College of Saint Rose with his Masters in Accounting. He joined Mostert, Manzanero & Scott, LLP in December 2011 and became a partner in January 2022. He has extensive experience in fieldwork and financial statement reporting for both governmental entities and non-profit entities as well as experience with single audits. His continuing professional education includes annual courses related to governmental and non-profit audits and accounting.

**Baighly Sanders** would function as a staff accountant. Baighly is a 2019 graduate of Siena College with a B.S in Accounting. He joined Mostert Manzanero & Scott in October 2019. He is actively pursuing his master's degree and CPA certification. On his free time, Baighly enjoys restoring classic cars and currently drives a 1977 Chevy Nova. He enjoys watching all Boston sports teams, comedy, and spending time with friends and family.

## **UNDERSTANDING SERVICES TO BE PROVIDED**

Audits conducted by independent certified public accountants are guided by the standards of the American Institute of Certified Public Accountants (AICPA) including auditing standards generally accepted in the United States of America (GAAS). Thus, while audits from different firms might now appear identical, there can be significant differences.

We propose to audit the financial statements of the Town of Brunswick for the years ended December 31, 2025 through December 31, 2029. Our audit will be performed in accordance with accounting principles generally accepted in the United States of America. Our audit process and approach are designed to be flexible and adaptable, allowing us to better leverage our knowledge of the client and our years of experience to tailor our audit procedures.

We feel that communication between the auditor and the Town Board is a significant part of an audit. Therefore, a representative of our Firm will be available to meet with the Audit Committee or a designated representative of the Town Board prior to the commencement of the audit to review the scope in greater detail. Should any member of the Town Board or the Audit Committee have specific concerns, we would be more than happy to review the matter with them at any time.

One of our strongest points is our on-time delivery of reports. A large section of our business is auditing, this allows us to dedicate most of our staff to audits, and our vast experience allows us certain efficiencies. From previous experience we know the deadlines of reporting requirements.

In addition to the financial statement audit process, the services listed below are also part of this proposal:

- Preparation of the Report to the Town Board, which includes the Management Letter;
- Discuss with management and committee (s) of the Town Board the planning of the audit, draft financial statements and management letter, other required communication issues, and keeping the Town up to date on changes in accounting and reporting requirements;
- Preparation of the Annual Financial Report (AFR);
- We are available at your convenience throughout the year to discuss issues that may arise.

## ESTIMATED FEES FOR PROFESSIONAL SERVICES

We are sensitive to cost control, and we have always worked diligently to minimize our fees, while maintaining high quality control standards. Fees for any service can vary due to factors such as billing rates, mix of staff and actual hours or performance. A low fee is not a bargain if adequate attention is not given to the client, or the service is less than the professional should provide. It is important to consider the qualifications of the firm and the experience of the proposed personnel as well as the total fee in selecting a professional firm.

You will appreciate the fact that, to maintain the fee at a reasonable level, it is necessary that the Town's fiscal personnel assist in preparing schedules required for the audit, plus provide other audit assistance (e.g., retrieving and re-filing of invoices, etc.) as required.

Our proposed fees to audit the financial statements of the Town of Brunswick as of December 31, are as follows:

	<u>Audit Fee</u>	<u>AFR</u>	<u>Justice Courts</u>
2025	\$ 15,900	\$ 1,600	\$ 1,500 Each Court
2026	16,300	1,600	1,500 Each Court
2027	16,800	1,600	1,500 Each Court
2028	17,200	1,700	1,600 Each Court
2029	17,700	1,700	1,600 Each Court

This estimated fee is all-inclusive, including all direct, indirect and out-of-pocket expenses. Of course, if our actual fees at standard hourly rates should be lower than the aforementioned amount, we will only invoice you for the lower amount. Additionally, in the event unforeseen circumstances occur which would cause an increase in the scope of our engagement, additional fees may be incurred for any increased time.

Fees for our services will be based on our regular hourly rates and the time required to complete the work. Invoices will be submitted monthly, as the work progresses. The above estimated fees are based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit.

	<u>Rates</u>
Partner	\$ 175
Auditing manager	130
Auditing staff	100

Hourly rates for additional services, including bookkeeping are between \$65 and \$120, depending on the service provided.



## REFERENCES

Edward Snow, Sr, Mayor  
Village of Walton  
21 North Street  
Walton, NY 13856  
(607) 865-4358

Arthur Merrill, Supervisor  
Town of Colchester  
PO Box 321  
Downsville, NY 13755  
(607) 363-7169

Rebecca Stanton-Terk, Mayor  
Village of Cobleskill  
349 Mineral Springs Rd., Suite 2  
Cobleskill, NY 12043  
(518) 234-3891

Robert Schneider, Mayor  
Village of Stamford  
84 Main Street  
Stamford, NY 12167  
(607) 652-6671

David Briggs, Village Clerk  
Village of Fort Plain  
168 Canal Street  
Fort Plain, NY 13339  
(518) 993-4271

Allen Hinkley, Town Supervisor  
Town of Roxbury  
PO Box 189  
Roxbury, NY 12474  
(607) 326-7641

**VISCONTI AND ASSOCIATES, P.C.**  
**Certified Public Accountants**

John J. Visconti, MS, CPA



**Report on the Firm's System of Quality Control**

December 9, 2024

To the partners of Mostert, Manzanero & Scott, LLP and the Peer Review Committee of the Pennsylvania Institute of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Mostert, Manzanero & Scott, LLP ("the firm") in effect for the year ended May 31, 2024. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a system review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported on in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

**Firm's Responsibility**

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

**Peer Reviewer's Responsibility**

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

**Required Selections and Considerations**

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

### Deficiency Identified in the Firm's System of Quality Control

We noted the following deficiency during our review:

1. The human resources element of the firm's system of quality control policies and procedures requiring sufficient continuing education (CPE) in the industries in which the firm practices was not suitably complied with to provide reasonable assurance that audit engagements subject to the Uniform Guidance will be performed in accordance with professional and regulatory standards in all material respects. During our review of a municipal audit subject to the Uniform Guidance and *Government Auditing Standards*, we noted that although all applicable firm personnel obtained sufficient CPE to comply with *Government Auditing Standards*, sufficient CPE directly related to the Uniform Guidance was not obtained. As a result, documentation of controls over compliance for major federal programs was not comprehensive enough to comply with the documentation requirements of the Uniform Guidance. This contributed to the engagement not conforming to professional standards in all material respects.

### Opinion

In our opinion, except for deficiency previously described, the system of quality control for the accounting and auditing practice of Mostert, Manzanero & Scott, LLP in effect for the year ended May 31, 2024, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Mostert, Manzanero & Scott, LLP has received a peer review rating of *pass with deficiency*.

Visconti & Associates, P.C.

**RESOLUTION NO. 79, 2025**

**TOWN OF BRUNSWICK  
REGULAR METING**

**December 10, 2025**

**RESOLUTION ACCEPTING THE PROPOSAL FOR DEDICATED AMBULANCE  
SERVICES FROM THE NORTH GREENBUSH AMBULANCE ASSOC., INC.**

**WHEREAS**, by Resolution 2025-57 the Town Board established an ambulance district comprising the entire town of Brunswick; and

**WHEREAS**, thereafter by Resolution 2025-69, adopted on September 11, 2025, the Town Board promulgated a request for proposals, seeking proposals from interested parties for the provision of such ambulance services; and

**WHEREAS**, the Town Board has received and evaluated proposals from two prospective providers of such services; and

**WHEREAS**, the Town Board has determined that the proposal for dedicated ambulance services submitted by North Greenbush Ambulance Assoc., Inc. is best suited to the needs of the Town of Brunswick and its residents;

**NOW THEREFORE, BE IT**

**RESOLVED**, that the Supervisor is hereby authorized by the Town Board to negotiate a contract with North Greenbush Ambulance Assoc., Inc. incorporating the terms and conditions of the proposal; and it is further

**RESOLVED**, that the Supervisor shall present the proposed contract with North Greenbush Ambulance Assoc., Inc. to the Town Board for consideration and approval by the Board.

The foregoing resolution, offered by Councilman \_\_\_\_\_, and seconded by Councilman \_\_\_\_\_, was duly put to a roll call vote as follows:

<b>COUNCILMAN CIPPERLY</b>	<b>VOTING</b> ____
<b>COUNCILMAN CHRISTIAN</b>	<b>VOTING</b> ____
<b>COUNCILMAN SULLIVAN</b>	<b>VOTING</b> ____
<b>COUNCILMAN BALISTRERI</b>	<b>VOTING</b> ____
<b>SUPERVISOR HERRINGTON</b>	<b>VOTING</b> ____

The foregoing Resolution was thereupon declared duly adopted.

Dated: December \_\_\_\_\_, 2025



## **NORTH GREENBUSH AMBULANCE ASSOC., INC.**

PO BOX 99 WYNANTS KILL, NY 12198

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# **Proposal for Dedicated Ambulance Services – Town of Brunswick**

## **Executive Summary**

North Greenbush Ambulance Association, Inc. (NGAA) (FEIN 14-6036620) is a non-profit, community-focused ambulance service founded in 1942, with an 80+ year legacy of high-quality emergency medical care. Our mission has always been to provide efficient, compassionate Advanced Life Support (ALS) Ambulances to our community – a mission we have upheld through generations of service. As a charitable 501(c)(3) organization, NGAA reinvests all resources into patient care, training, and community programs rather than profits. This long history and non-profit commitment uniquely position NGAA to deliver reliable, high-quality EMS coverage tailored to the Town of Brunswick's needs.

NGAA has consistently achieved best-in-county emergency response times and patient outcomes. In our primary service area, our average ambulance response is just over 9 minutes from 911 dispatch – among the fastest in Rensselaer County and well below Brunswick's 15-minute requirement. We take pride in a cardiac arrest survival rate that far exceeds national averages, exemplified this past year by two cardiac arrest saves in one week in our town (out-of-hospital CPR cases usually see only ~5–10% survival). These extraordinary outcomes are the direct result of NGAA's rapid response, skilled providers, and advanced prehospital interventions. Working closely with our medical director and our ALS partners, we are in the process of expanding our capabilities to provide cutting-edge treatments — including rapid sequence intubation (RSI) for advanced airway management, prehospital blood product transfusion, and point-of-care ultrasound diagnostics — bringing critical care practices into the field. These forthcoming enhancements to our clinical program will further strengthen our ability to save lives and improve patient outcomes.

As a longstanding EMS provider in Rensselaer County, NGAA also maintains robust mutual-aid partnerships and a spirit of collaboration. We work hand-in-hand with neighboring ambulance squads and fire departments, regularly providing and receiving mutual aid. We will leverage these strong relationships – with services such as Sand Lake Ambulance, Bruen Rescue Squad and Hoosic Valley Rescue, to ensure seamless backup coverage for Brunswick when needed.

In summary, North Greenbush Ambulance offers Brunswick a proven record of excellence: decades of experience, the county's fastest response and highest survival rates, a well-trained team with advanced capabilities, and a cooperative network of support. We are fully prepared to deliver exclusive, 24/7 ALS ambulance services to the Town of Brunswick that meet and exceed all expectations in the RFP – ensuring the residents and visitors of Brunswick receive the best emergency medical care available.



## **NORTH GREENBUSH AMBULANCE ASSOC., INC.**

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### **Service Coverage and Experience**

NGAA currently provides primary 911 ambulance coverage to the Town of North Greenbush and surrounding areas, responding to thousands of emergencies per year with Paramedic-level care. Our service coverage area includes suburban neighborhoods, busy commercial corridors, and rural stretches, giving us broad experience in all call types—from high-acuity traumas and cardiac arrests to routine medical transports. This depth of experience means we are already familiar with Brunswick's EMS environment and geography.

### **Years in Operation:**

Founded in 1942, North Greenbush Ambulance Association (NGAA) has been in continuous service for 83 years, making us one of the longest-serving EMS agencies in the region. Our longevity reflects both organizational stability and a sustained commitment to quality. From our humble beginnings—with our first ambulance being a converted 1930s-era hearse—we have grown into a modern, highly capable emergency medical service provider.

Over the decades, NGAA has continuously evolved to keep pace with advancements in emergency medicine, investing in updated vehicles, state-of-the-art equipment, and advanced training for our staff. Our leadership team includes Director of Operations Ryan French, a paramedic with over 20 years of field experience and 15 years in EMS leadership at NGAA, and Assistant Director of Operations Daniel Bornhorst Jr., a paramedic with 17 years of field experience and 13 years in his current leadership role. Together with a team of seasoned paramedics and EMTs—many with over a decade of field experience—North Greenbush Ambulance continues to deliver the highest level of emergency medical care to our community.

Current service and capabilities: NGAA operates at the Advanced Life Support-Paramedic level 24/7. Every day, we staff at least one paramedic ambulance around the clock, with a second ALS crew on duty during the day from 0600-1800. We also have the ability to provide additional staffing during large-scale emergencies or large events. This deployment model has allowed us to consistently maintain rapid response times and reliable coverage. Our ambulance fleet consists of two frontline ALS ambulances and two reserve units, all New York State certified and equipped with state-of-the-art lifesaving technology (Physio Control cardiac monitors/defibrillators with 12-lead ECG, capnography, video airway devices, mechanical CPR devices, etc.). We also maintain a first-response vehicle for additional responses and stand-by coverage as needed. NGAA's crews monitor Rensselaer County 911 radio dispatches and uses a CAD (Computer-Aided Dispatch) interface to track unit status in real time, ensuring we efficiently cover our primary territory and any mutual aid calls.

### **Track Record:**

The Town of North Greenbush (population ~12,000) entrusts NGAA with exclusive EMS coverage, a responsibility we have consistently met with professionalism and reliability. We respond to approximately 2,000 calls annually, ensuring that a paramedic is provided on every medical call within the town.



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Over the past 12 months, our average response time for high-priority 911 calls in North Greenbush has been 9.3 minutes from dispatch to on-scene. Equally important, our 90th percentile response time for life-threatening emergencies (EMS dispatch priorities Bravo/Charlie/Delta/Echo) is 14:02, this includes all calls in the town including mutual aid response times, far exceeding the RFP's performance standard of a 15-minute response with 90% reliability.

NGAA has also achieved exceptional clinical outcomes, including a 50% ROSC (Return of Spontaneous Circulation) rate in cardiac arrest cases during 2024. Of those patients, 21.4% were discharged from the hospital neurologically intact—one of the strongest outcome rates in the country. Our commitment to quality care was further recognized when, in 2024, multiple North Greenbush first responders (NGAA EMTs, paramedics, police, and fire personnel) were honored by the Town Board for saving three cardiac arrest victims—each of whom made a full recovery and walked out of the hospital.

These results underscore NGAA's proven ability to deliver high-performing, clinically effective EMS service—a level of excellence we are prepared to bring to the Town of Brunswick. Our team's deep understanding of ALS EMS operations—from initial dispatch and response to on-scene care, transport, hospital turnover, and post-call quality assurance—ensures that Brunswick will receive comprehensive, continuous, and dependable ambulance coverage from day one.

NGAA also has maintained a great working relationship with the two volunteer fire companies in North Greenbush, the DeFreestville, and Wynantskill Fire Departments. NGAA recognizes the importance of a strong working relationship with these agencies to improve overall patient care and outcome. We would be engaged in ongoing training and operations with all first response agencies in the town.

### **ALS Staffing Plans and Deployment Strategies**

NGAA will meet the Town of Brunswick's requirements by dedicating fully ALS-equipped ambulances stationed within Brunswick 24/7, with two ALS ambulances in-service during daytime (06:00–18:00) and one ALS ambulance overnight (18:00–06:00). All ambulances will be staffed with at least one NYS-certified Paramedic and one NYS-certified EMT at all times, ensuring advanced life support capability on every call. Below is our proposed deployment strategy and staffing model: The standard of care for North Greenbush Ambulance requires that a paramedic respond to and evaluate all patients on every 911 EMS call regardless of EMD determinant, ensuring that each incident receives the highest level of medical assessment and care available in the prehospital setting.

- **Stationing and coverage logic:** We will house our primary ambulances within Brunswick town limits at a strategic location to optimize response coverage. NGAA has identified a potential base of operations near the population center of Brunswick to ensure quick access to the town's residential neighborhoods and major roadways. Our primary Brunswick station will have crew quarters and ambulance bay space for at least two units. By locating units inside



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the Town (as opposed to responding from outside communities), we guarantee minimal turnout and travel times to Brunswick emergencies.

- **Shift structure and crew welfare:** Ample provisions for crew rest, meal breaks, and rehabilitation are built into our scheduling. NGAA places high priority on supportive working conditions to attract and retain quality EMS providers – reasonable shift rotations, access to sleep quarters and amenities at the station, and mental health/wellness resources for our team. This strategy not only complies with RFP guidelines to combat responder sleep deprivation, but also ensures Brunswick's ambulances are staffed by alert, capable professionals at all hours.
- **Special event coverage:** NGAA will also furnish stand-by coverage for special events in Brunswick as requested (parades, fairs, athletic events, etc.), per RFP requirements. We typically assign a dedicated ambulance with crew to such events at a pre-negotiated rate to outside vendors and to the town at existing cost. Our association has experience providing EMS standby at community gatherings in North Greenbush such as the Tri City Valley Cats and will extend the same service to Brunswick to ensure public safety during large events.

### **Mutual Aid Agreements and Contingency Plans**

NGAA recognizes that even the best-staffed EMS system must be prepared for periods of high call volume and major incidents. A strong mutual aid network is essential to maintaining seamless emergency coverage.

NGAA currently maintains excellent working relationships with other ALS agencies, including Hoosic Valley Rescue Squad, Sand Lake Ambulance, and Bruen Rescue Squad. Upon award of the Brunswick contract, we will formalize mutual aid agreements with each of these ALS services that establish automatic response protocols and clearly defined coverage areas during overload situations.

Our expanded ALS presence in the Brunswick–North Greenbush region will further strengthen the entire county's EMS system—improving backup response times, clinical depth, and overall system resilience. NGAA views mutual aid not as a fallback, but as a shared commitment to ensuring every resident receives timely, high-quality emergency medical care.

Through coordinated agreements, joint training, and proactive planning, Brunswick will benefit from an integrated regional EMS network capable of maintaining uninterrupted ambulance service even during peak demand or large-scale emergencies.





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### **Communications and Dispatch Systems**

NGAA will implement a comprehensive communications strategy that emphasizes speed, redundancy, and interoperability. By fully integrating with the Rensselaer County 911 dispatch system and equipping our crews and the Town with the necessary radio tools, we ensure that emergency calls are transmitted instantly and clearly to responders. Our combination of radio dispatch, automated alerts, and GIS technology means we will get to Brunswick residents faster and with full information at hand. This communications framework meets all RFP requirements and provides Brunswick with the confidence that when someone calls 911, help will be notified and on the way in seconds, not minutes.

### **Monthly Reporting and Performance Monitoring**

Transparency and accountability are core values for NGAA. We understand that the Town of Brunswick expects regular reporting on the ambulance service's performance and activities, and we are fully prepared to meet and exceed all reporting requirements as outlined in the RFP. NGAA will implement a thorough performance monitoring program and furnish detailed monthly reports to the Town, as well as maintain open communication about all aspects of our service.

By implementing rigorous performance monitoring and delivering detailed monthly reports, NGAA will ensure the Town is kept fully informed of how the ambulance service is performing. We take accountability seriously – measuring our success and owning up to any shortcomings is part of our culture. Our goal is to provide Brunswick not only with excellent emergency care, but also peace of mind through demonstrable results and constant communication. The Town can be confident that under NGAA's service, performance will not only meet the contractual benchmarks but will be continually optimized and reported with complete transparency.

### **Personnel Qualifications and Training**

North Greenbush Ambulance Association's greatest asset is our people. We take pride in employing highly qualified, skilled EMS professionals and providing them with ongoing training that keeps them at the forefront of emergency medicine. NGAA will ensure that all personnel serving Brunswick are thoroughly vetted, properly certified, and continuously educated – thereby upholding the highest standards of patient care and professionalism as required by the Town.

- **Certification and experience of personnel:** Every NGAA ambulance will be staffed by at least one New York State certified Paramedic and one New York State certified Emergency Medical Technician (EMT). All our paramedics are additionally certified in Advanced Cardiac Life Support (ACLS) and Pediatric Advanced Life Support (PALS), and many hold Prehospital Trauma Life Support (PHTLS) or International Trauma Life Support (ITLS) certifications as well. Collectively, NGAA's staff brings decades of EMS experience – many of our team members have 10-20+ years in the field, some with backgrounds in high-volume urban EMS and others



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with local volunteer service roots. This mix of experience ensures a well-rounded team that can handle anything from routine transports to mass casualty incidents.

- **Hiring and vetting practices:** For the Brunswick contract, we will give preference to local EMTs and paramedics who have area knowledge and a stake in serving their community – indeed, one of our strategies is to recruit qualified individuals from Brunswick or surrounding towns, which helps fulfill the RFP's desire for personnel with local knowledge. However, whether local or not, every staff member assigned to Brunswick will be carefully vetted for professionalism, clinical skill, and dedication to patient care. Our Medical Director and training staff will interview key clinical hires (especially paramedics) to ensure they meet our high standards. By the start of the contract, NGAA will have a full roster of competent staff ready to serve Brunswick.

### **Medical Direction and Medical Protocols**

NGAA will furnish and maintain a qualified Medical Director at its expense, in full compliance with the requirements outlined in the RFP. The Medical Director will be a contracted physician affiliated exclusively with NGAA and will not hold any employment relationship with the Town.

Our designated Medical Director will:

- Hold an unrestricted license to practice medicine in the State of New York.
- Be Board Certified in Emergency Medicine and maintain current certifications in Advanced Cardiac Life Support (ACLS) and Advanced Trauma Life Support (ATLS).
- Possess extensive experience in emergency department management of acutely ill and injured patients, including within urban and suburban settings.
- Be thoroughly familiar with the structure, operation, and coordination of prehospital emergency medical services systems in New York State.
- Provide ongoing clinical oversight, including the supervision of a comprehensive Quality Assurance and Quality Improvement (QA/QI) program, regular case reviews, and provider feedback.
- Participate actively in provider education and continuing medical training to ensure that all care delivered meets or exceeds state and regional standards.
- Develop and submit supplemental medical protocols, as necessary, to the Regional and State EMS Councils for approval, in alignment with the New York State Collaborative EMS Protocols.
- Offer medical direction and support to First Responder agencies operating under the Town's authorization, ensuring seamless clinical integration between EMS and emergency response personnel.



## NORTH GREENBUSH AMBULANCE ASSOC., INC.

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### Cost Proposal

North Greenbush Ambulance Association is committed to providing transparent and cost-effective pricing for dedicated ambulance services in Brunswick. Below we present a comprehensive cost proposal, including a breakdown of expected expenses and the funding model (patient billing revenue and requested Town subsidy). All costs are estimated on an annual basis for full 24/7 ALS coverage per the RFP specifications:

#### 1. Breakdown of Service Delivery Costs (Annual):

- **Personnel Costs:** Approximately \$967,000 per year. This is the largest component, encompassing salaries and benefits for the EMS personnel required to staff Brunswick's ambulances around the clock. It includes:
  - *Paramedic Wages:* We anticipate employing ~2 full-time paramedics and several part-time paramedics to cover two ALS units days and one ALS unit nights (with relief for days off and vacation). Paramedic hourly wages, plus benefits (health insurance, payroll taxes, 401K contribution etc.) are budgeted here.
  - *EMT Wages:* We anticipate ~2 full-time and several part-time to staff alongside paramedics 24/7. Their wages and benefits are included.
  - *Supervision/Administration:* Additional administrative cost is allocated to oversee Brunswick operations (quality assurance, scheduling, etc.), as well as a portion of administrative staff time (e.g. our billing specialist, training officer, etc. attributable to Brunswick service).

These staffing levels ensure compliance with the RFP's two ALS crews by day, one by night requirement and include coverage for sick time, training days, and other contingencies. NGAA operates efficiently, but we prioritize fair wages to attract experienced medics, which is reflected in this cost.

- **Vehicles, Equipment, and Supplies:** Approximately \$185,000 per year. This covers all medical and operational equipment costs, including:
  - *Ambulance Vehicles:* We will dedicate two primary ambulances to Brunswick while maintaining a 3<sup>rd</sup> reserve ambulance. We account for their purchase, depreciation, and maintenance. Each ambulance's replacement cost (~\$250,000-\$300,000 fully equipped) is amortized over its useful life, effectively "leasing" it to the Brunswick operation. We estimate about \$70,500 per year goes toward vehicles, and around \$27,000 per year for fuel, maintenance, and repairs for three ambulances.
  - *Medical Equipment and Durable Supplies:*  
This category includes the purchase of durable EMS equipment such as cardiac monitors/defibrillators, power stretchers, stair chairs, and related support devices, along with their required service agreements and maintenance contracts. To ensure all equipment remains fully functional, certified, and up to current standards, the total cost of purchase, maintenance, calibration, and periodic replacement is projected to average \$45,000 per year when spread over a five-year period.



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- *Disposable Medical Supplies*: All consumable supplies used in patient care – oxygen, medications, IV fluids, bandages, needles, etc. – as well as personal protective equipment (PPE) for crews totaling roughly \$36,500 annually.
- *Uniforms*: Annual uniform costs estimated at \$6,000.
- **Operations and Overhead**: Approximately \$193,000 per year. This category includes the general operational expenses of running the service beyond direct staffing and equipment:
  - *Facilities*: Housing the ambulances and crew in Brunswick. We anticipate renting space for approximately \$5,500 per month so \$66,000 per year. Station upfit cost for living quarters and computer equipment estimated at \$10,000. This station location would be at 42 Brick Church Road, Troy, NY 12180.
  - *Insurance*: Comprehensive insurance coverage as required: general liability insurance, automotive liability for the ambulances, professional liability (malpractice) insurance for EMS operations, workers' compensation for employees, etc. NGAA carries high-limit policies (at least meeting the limits required by law or the contract, naming Brunswick as additional insured). Insurance premiums for the Brunswick operation are estimated around \$55,000/year.
  - *Medical Director stipend*: to be \$8,000 to the town of Brunswick.
  - *Training and Certification*: Costs associated with ongoing training of staff (instructors fees, course materials) and maintaining certifications (e.g. paying for crew refresher courses, ACLS renewals) are included – approximately \$4,000/year.
  - *Administrative costs*: Any costs for accounting, audit, office supplies, billing service fees, attorney fees, etcetera of \$50,000.

Summing up the above components, the Total Annual Operating Cost for dedicated Brunswick ambulance service is projected at approximately \$1,345,000. This figure represents our best good faith estimate to fully meet the RFP scope: it covers all labor, equipment, and operational necessities to run two ALS ambulances days, one ALS ambulance at night, with high reliability and performance. We have aimed to be transparent and realistic – there are no hidden costs, and each component is broken out as requested.

## 2. Revenue and Subsidy Model:

NGAA, as the contracted provider, will utilize a combination of fee-for-service billing and a municipal subsidy to fund the ambulance operations. We propose the following financial structure:

- **Patient Billing Practices**: NGAA will bill patients and their insurers for ambulance transports in accordance with our standard billing practices and compliant with all applicable regulations. We currently use Professional Ambulance Billing (PAB) and plan to continue. We will bill Medicare, Medicaid, and private insurance for each transport at the usual rates for service. With the town having to obtain a municipal CON all billing and revenue would be processed by PAB and returned to the town who would then forward to NGAA. We have already discussed



## **NORTH GREENBUSH AMBULANCE ASSOC., INC.**

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this possibility with PAB and they are happy to help with the setup and it will be set up as a separate service as required. Our rates will be commensurate with regional Medicare-allowable charges. Importantly, NGAA has a compassionate billing policy: we do not engage in aggressive collections against patients who are residents and have difficulty paying balances. We accept whatever insurance pays as payment in full for residents whenever feasible, and for uninsured patients or hardships, we can offer sliding fee or write-offs. We will never refuse service or drop coverage due to an individual's inability to pay – emergency service is provided first and foremost. Any out-of-pocket billing to residents will be handled with flexibility and understanding (e.g. installment plans, hardship waivers), a hallmark of our community-oriented approach.

**Projected Billing Revenue:** Based on Brunswick's demographics and anticipated call volume, PAB projects collecting approximately \$580,000 per year in transport revenue. This assumes roughly 900-1000 billable transports annually (if Brunswick has on the order of 1,300-1400 EMS calls/year with ~65% resulting in ambulance transports) and an average reimbursement of about \$643 per transport (accounting for mix of Medicare, Medicaid, private insurance, and self-pay with some uncollectibles). This figure could vary – if call volume is higher or more patients have private insurance, collections could increase; conversely, a high Medicare/Medicaid population yields lower average reimbursement. NGAA/PAB will provide the Town with detailed monthly billing summaries (number of transports, charges, collections) for transparency. It's in both NGAA's and the Town's interest to maximize lawful collections, as that revenue offsets taxpayer subsidy. We will diligently pursue insurance claims and ensure documentation supports the appropriate level of billing.

- **Town Subsidy Request:** After applying estimated billing revenue against the total operating cost, there remains an annual shortfall of approximately \$765,000. This shortfall represents the cost of maintaining readiness (ambulances and crews available 24/7) that is not covered by transport fees alone. We respectfully request that the Town of Brunswick provide an annual subsidy of \$765,000 to NGAA to sustain the dedicated ambulance service. In essence, the Town subsidy will cover the fixed readiness costs – ensuring ambulances are always in-town and staffed as required – while the variable service costs are partly covered by user fees from those who utilize the ambulance. We believe this shared model is fair and customary for EMS contracts: Brunswick invests to guarantee its residents immediate, high-quality EMS coverage, and NGAA leverages insurance billing to alleviate part of the burden. Notably, this subsidy includes no profit margin – as a non-profit, NGAA calculates it purely to break even on providing service. Should our actual costs be lower or billing revenue higher than projected in a given year, we are open to adjusting the subsidy downward or refunding surplus to the Town; conversely, if call volume unexpectedly rises dramatically (increasing costs) we may discuss adjustments, but we have built contingencies in our estimate to minimize that likelihood.
- **No Additional Charges:** NGAA will not impose any additional charges or fees on the Town outside of the agreed contract subsidy. All operational expenses are covered by the combination of insurance billing and subsidy. For clarity, this means: we will not charge for special event standbys (assuming they are occasional as noted, we include those in our



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staffing plan), we will not charge for mutual aid given to other towns, and we won't ask the Town to fund capital purchases separately (if we need to replace an ambulance, that is our responsibility using the funds allocated). The only potential variable would be if the Town requests expansion of service (e.g. adding a second overnight crew in the future or additional coverage beyond RFP scope) – then costs would be revisited.

- **Cost justification and value:** We recognize that \$765,000/year in public funds is significant, and we are committed to delivering excellent value for every dollar. When benchmarked, this cost is in line with – or lower than – similar towns that have moved to contracted ambulance services, especially considering we are providing two ALS units in peak hours. By selecting NGAA, Brunswick avoids the hidden costs of starting its own municipal ambulance (capital expenditures, management infrastructure, etc.) and instead leverages our existing resources and economy of scale with North Greenbush. Additionally, because NGAA is a non-profit, the Town's money goes directly into service delivery (personnel, ambulances, medical care) rather than shareholder profits. Our cost proposal ensures fair wages for EMS professionals (a key to reliable staffing) and robust clinical capabilities, which ultimately translates to better response times and patient outcomes for the community – a potentially life-saving investment. We also emphasize transparency: the Town will see exactly how funds are utilized through our detailed financial and operational reports, and we're amenable to audit provisions in the contract.
- **Future adjustments:** We propose that the subsidy and budget be reviewed annually or upon contract renewal. If efficiencies are found or if call revenue consistently exceeds expectations, we will gladly renegotiate the subsidy downward. Conversely, if new unfunded mandates arise (for example, if state law changes requiring costly equipment upgrades), we'd discuss that with the Town proactively. The intent is to keep the service financially sustainable for both parties over the contract term. We can also explore grant opportunities jointly – Any grant we receive to support Brunswick (say, for a new defibrillator) would reduce the Town's effective cost.

Category	Estimated Annual Cost
Personnel (Paramedics, EMTs, Admin)	\$967,000
Vehicles, Equipment & Supplies	\$185,000
Operations & Overhead	\$193,000
→ Total Annual Operating Cost	\$1,345,000
Less: Projected Billing Revenue	(\$580,000)
→ Requested Town Subsidy	\$765,000



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### Conclusion

North Greenbush Ambulance Association (NGAA) is honored to present this proposal to the Town of Brunswick. With over eight decades of proven, community-based emergency service, we bring unmatched experience, clinical excellence, and operational reliability to this partnership. Our proposal offers a fully staffed, 24/7 Advanced Life Support system—strategically based within Brunswick—to ensure rapid response, consistent coverage, and the highest standards of patient care.

NGAA's non-profit structure guarantees that every dollar invested by the Town directly supports public safety—funding skilled personnel, modern equipment, and the readiness required to protect every resident and visitor. Through a balanced combination of patient billing revenue and a fair, transparent municipal subsidy, our model provides long-term financial sustainability without compromising quality or accountability.

In choosing NGAA, the Town of Brunswick will gain a trusted EMS partner with a demonstrated record of compassion, professionalism, and performance. Together, we can build a dependable, community-focused ambulance service that meets today's needs and prepares for tomorrow's challenges assuring Brunswick's residents receive the rapid, expert care they deserve when every second counts.

Prepared By:

Ryan French  
Director of Operations, North Greenbush Ambulance  
(518)283-5511 Ext 1  
rfrench@ngambulance.org

Signature:  Date: 10/17/25

Kathleen Allen  
President, North Greenbush Ambulance  
(518)283-5511 Ext 3  
president@ngambulance.org

Signature:  Date: 10/17/25

## NON-COLLUSION STATEMENT

### GENERAL MUNICIPAL LAW SECTION 103-d

By submission of this proposal, the Proposer and each person signing on behalf of the Proposer, certifies, and in the case of a joint proposal, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his/her knowledge and belief:

1. The prices in this proposal have been arrived at independently without collusion, consultation, communications oral agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Proposer or with any competitor;
2. Unless otherwise required by law, the prices which have been quoted in this proposal have not been knowingly disclosed by the Proposer and will not knowingly be disclosed by the Proposer prior to opening, directly or indirectly, to any other Proposer or to any competitor; and
3. No attempt has been made, or will be made, by the Proposer to induce any other person, partnership or corporation to submit or not to submit a proposal for the purpose of restricting competition.

North Greenbush Ambulance  
Firm

By

Ryan French  
Printed Name

Date

10/17/25

**THIS PAGE MUST BE SIGNED AND RETURNED WITH YOUR PROPOSAL  
OR YOUR PROPOSAL WILL BE DECLARED INCOMPLETE**





**NORTH GREENBUSH AMBULANCE ASSOC., INC.**

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## **2024 Mutual Aid**

### **Mutual Aid to the Town of North Greenbush in 2024:**

- Sand Lake Ambulance: 69
- Bruen Rescue Squad: 36
- Troy Fire Department: 2
- Mohawk Ambulance Service: 1
- Total: 108

### **Mutual Aid Given by North Greenbush Ambulance in 2024:**

- Town of East Greenbush: 117
- Town of Sand Lake: 38
- Town of Schaghticoke: 4
- City of Rensselaer: 2
- Town of Brunswick: 1
- Town of Poestenkill: 1
- Total: 163

## NON-COLLUSION STATEMENT

### GENERAL MUNICIPAL LAW SECTION 103-d

By submission of this proposal, the Proposer and each person signing on behalf of the Proposer, certifies, and in the case of a joint proposal, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his/her knowledge and belief:

1. The prices in this proposal have been arrived at independently without collusion, consultation, communications oral agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Proposer or with any competitor;
2. Unless otherwise required by law, the prices which have been quoted in this proposal have not been knowingly disclosed by the Proposer and will not knowingly be disclosed by the Proposer prior to opening, directly or indirectly, to any other Proposer or to any competitor; and
3. No attempt has been made, or will be made, by the Proposer to induce any other person, partnership or corporation to submit or not to submit a proposal for the purpose of restricting competition.

North Greenbush Ambulance  
Firm

By

Kathleen Allen

Kathleen Allen  
Printed Name

Date

10/17/25

***THIS PAGE MUST BE SIGNED AND RETURNED WITH YOUR PROPOSAL  
OR YOUR PROPOSAL WILL BE DECLARED INCOMPLETE***

## **RESOLUTION NO. \_80\_, 2025**

### **TOWN OF BRUNSWICK REGULAR MEETING**

**December 11, 2025**

### **RESOLUTION DECLARING CERTAIN ITEMS TO BE SURPLUS PROPERTY**

**WHEREAS**, the Superintendent of Highways, having advised the Town Board that the following items, due to their age, condition, or design, are no longer appropriate for use by the Highway Department:

Air filters

Filters are WIX, NAPA, or Caterpillar

- 2715-air (1)
- 2336-air (1)
- 2768-air (1)
- 2222-air (1)
- 2254-air (2)
- 2731-air (1)
- 2646-air (1)
- 9132-air (1)
- 6490-air (1)
- 2112-air (1)
- 6391-air (1)
- 9893-air (1)
- 2776-air (1)
- 2759-air (1)
- 6648-air (2)
- 6375-air (1)
- 365-7606-Caterpillar (1)
- 353-5058-Caterpillar(1)
- 3595-fuel (1)
- 33899-fuel (3)
- 33405-fuel, NAPA & WIX (2)
- 1806-oil, NAPA (2)
- 3074-fuel, NAPA (1)
- 4206-water, NAPA (2)
- 1-7560-transmission filter, NAPA (1)

**NOW THEREFORE,**

**BE IT RESOLVED**, that the above-mentioned items be, and hereby are, declared to be surplus property; and be it further

**RESOLVED**, that the Supervisor be, and he hereby is, authorized and empowered to sell said items at public or private sale, on terms acceptable to the Town Attorney, in accordance with applicable law.

The foregoing Resolution, offered by \_\_\_\_\_ and seconded by \_\_\_\_\_, was duly put to a roll call vote as follows:

<b>COUNCILMAN SULLIVAN</b>	<b>VOTING</b> ____
<b>COUNCILMAN CHRISTIAN</b>	<b>VOTING</b> ____
<b>COUNCILMAN CIPPERLY</b>	<b>VOTING</b> ____
<b>COUNCILMAN BALISTRERI</b>	<b>VOTING</b> ____
<b>SUPERVISOR HERRINGTON</b>	<b>VOTING</b> ____

The foregoing Resolution was thereupon declared duly adopted.

Dated: December \_\_\_\_, 2025

**RESOLUTION NO. 81, 2025**

**TOWN OF BRUNSWICK  
BOARD MEETING**

December 11, 2025

**RESOLUTION TO ACCEPT THE WATER AND SEWER MAINTENANCE  
ROLL AS AMENDED FOR THE PERIOD OF 01/01/2025 THROUGH 06/30/2025  
AUGUST BILLING 2025, WATER, SEWER and SEWER 6 ROLL**

**BE IT RESOLVED**, that the Town of Brunswick does hereby accept the water rent and sewer maintenance rolls as amended for the period from 01/01/2025 through 06/30/2025

**ADJUSTED AUGUST BILLING 2025**

Billing	
S6	\$ 183.60
S6c	\$ 38,164.98
Off At Curb	\$ 1,468.80
Late Fee	\$ 16,586.78
Sewer	\$ 30,615.21
Water	\$ 718,055.82
Adjustments	\$ (11,720.26)
TOTAL:	\$ 793,354.93

**Collection**

Unapplied	\$ -
OFF AT CURB	\$ 550.80
LATE FEE WATER	\$ 6,784.54
LATE FEE SEWER	\$ 246.77
LATE FEE SEWER 6	\$ 35.95
WATER	\$ 563,246.50
SEWER	\$ 23,680.64
SEWER 6 RESIDENTIAL	\$ 201.96
SEWER 6 COMMERCIAL	\$ 23,481.78
TOTAL COLLECTION	\$ 618,228.94
Relevy To Tax Roll	\$ 341,277.50
Total	\$ 959,506.44

The foregoing Resolution, offered by Councilman \_\_\_\_\_ and seconded by Councilman \_\_\_\_\_, was duly put to a roll call vote as follows:

**COUNCILMAN CHRISTIAN  
COUNCILMAN SULLIVAN  
COUNCILMAN CIPPERLY  
COUNCILMAN BALISTRERI  
SUPERVISOR HERRINGTON**

**VOTING \_\_\_\_\_  
VOTING \_\_\_\_\_  
VOTING \_\_\_\_\_  
VOTING \_\_\_\_\_  
VOTING \_\_\_\_\_**

The foregoing Resolution was thereupon declared duly adopted. Dated: