

**AGENDA**  
**REGULAR MEETING OF THE**  
**MECHANICVILLE CITY COUNCIL**  
**SENIOR CITIZEN'S CENTER**  
**178 NORTH MAIN STREET**  
**MECHANICVILLE, NY**  
**February 11, 2026**

1. OPEN MEETING: \_\_\_\_\_ P.M.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL:

**MAYOR BUTLER**  
**COMMISSIONER BLODGETT**  
**COMMISSIONER CARMICHAEL**  
**COMMISSIONER COSTANZO**  
**COMMISSIONER GAETANO**

4. ACCEPTANCE OF THE MINUTES OF THE SPECIAL MEETING ON January 14, 2026

MOVED BY:

SECONDED BY:

AYES:

NAYS:

5. COMMISSIONER REPORTS:

**MAYOR'S REPORT & CORRESPONDENCE**  
**COMMISSIONER BLODGETT**  
**COMMISSIONER CARMICHAEL**  
**COMMISSIONER COSTANZO**  
**COMMISSIONER GAETANO**

**CHIEF RABBITT**  
**MFD CHIEF DUNN**  
**SUPERVISOR RICHARDSON**

6. Public Comment:

**7. RESOLUTIONS:**

**RESOLUTION 12-2026 Communications Services Agreement (Teo Communications,Inc.)**

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

**RESOLUTION 13-2026 LOSAP**

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

**RESOLUTION 14-2026 Credit Card**

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

**RESOLUTION 15-2026 Minibit (Website Update)**

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

**RESOLUTION 16-2026 Limble CMMS**

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

**RESOLUTION 17-2026 IDA Appointment**

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

**RESOLUTION 18-2026 Part-Time Finance Systems Assistant**

Moved by: \_\_\_\_\_ Secoded by: \_\_\_\_\_

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

**RESOLUTION 19-2026 Parks, Recreation and Community Services Department**

Moved by: \_\_\_\_\_ Secoded by: \_\_\_\_\_

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

**RESOLUTION 20-2026 Fitness Campaign**

Moved by: \_\_\_\_\_ Secoded by: \_\_\_\_\_

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

**RESOLUTION 21-2026 Park Avenue Playground Roof**

Moved by: \_\_\_\_\_ Secoded by: \_\_\_\_\_

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

**RESOLUTION 22-2026 Regional Water-efficiency Study**

Moved by: \_\_\_\_\_ Secoded by: \_\_\_\_\_

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

**RESOLUTION 23-2026 Payroll and Vouchers**

Moved by: \_\_\_\_\_ Secoded by: \_\_\_\_\_

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

**RESOLUTION 24-2026 Fee Schedule Change**

Moved by: \_\_\_\_\_ Secoded by: \_\_\_\_\_

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

**RESOLUTION 25-2026 Police Reform and Reinvention Collaborative Committee Re-appointment**

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

8. NEW BUSINESS:

9. OLD BUSINESS:

10. CLOSE MEETING: Time \_\_\_\_\_

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call AYES \_\_\_\_\_ NAYS: \_\_\_\_\_

11. EXECUTIVE SESSION: In- Time \_\_\_\_\_

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call AYES \_\_\_\_\_ NAYS: \_\_\_\_\_

12. EXECUTIVE SESSION: Out- Time \_\_\_\_\_

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call AYES \_\_\_\_\_ NAYS: \_\_\_\_\_

13. MEETING ADJOURNMENT: Time \_\_\_\_\_

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call AYES \_\_\_\_\_ NAYS: \_\_\_\_\_



City of Mechanicville  
Treasurer's Report for Month Ending

Jan-26

	Adjusted Bank Balance 1/1/2026 Includes Outstanding Checks	PLUS Receipts & Transfers In	LESS Disbursements & Transfers Out	Balance 1/31/2026
General Fund	\$ 543,618.13	\$ 485,963.61	\$ 687,719.40	\$ <b>341,862.34</b>
	above # on the December 2025 report showed \$543,298.63			
	There was a voided check (#25238) for \$319.50 put in with a December void date			
Petty Cash	\$ 400.00	\$ -	\$ -	\$ <b>400.00</b>
City Clerk	\$ 53.46	\$ 390.81	\$ 390.00	\$ <b>54.27</b>
Capital Fund	\$ 96,552.75	\$ 209.20	\$ 82,328.08	\$ <b>14,433.87</b>
Escrow Acct.	\$ -	\$ -	\$ -	\$ -
Central Ave Drainage Project	\$ 59.93	\$ 0.12	\$ -	\$ <b>60.05</b>
HRA Account	\$ 36,133.11	\$ 62.04	\$ 9,261.92	\$ <b>26,933.23</b>
Home Grant Program	\$ -	\$ -	\$ -	\$ -
USDA Revolving Loan Funds	\$ 83,013.41	\$ 1,003.47	\$ -	\$ <b>84,016.88</b>
Payroll	\$ 25,994.23	\$ 209,071.35	\$ 214,615.56	\$ <b>20,450.02</b>
<b>NYCLASS</b>				
General Fund	\$ 152,141.19	\$ 465.32	\$ -	\$ <b>152,606.51</b>
Capital Fund	\$ 342,526.49	\$ 1,047.64	\$ -	\$ <b>343,574.13</b>
Sewer Fund	\$ 398,794.91	\$ 1,219.75	\$ -	\$ <b>400,014.66</b>
<b>NBT BANK</b>				
Government Interest Checking	\$ -	\$ 1,000.00	\$ -	\$ <b>1,000.00</b>
	\$ 1,679,287.61	\$ 699,433.31	\$ 994,314.96	\$ 1,384,405.96
				\$ 1,384,405.96



# DEPARTMENT OF BUILDINGS

CITY OF MECHANICVILLE, NEW YORK

36 N. Main Street  
Mechanicville NY, 12118

## MONTHLY REPORT

December 2025

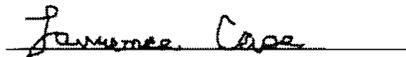
### COMPLAINTS FOR THE MONTH OF DECEMBER

#	AREA	COMPLAINT	CLOSED
229	Park Plaza	Fire alarm activation	X
230	South Central Avenue	Snow left on sidewalk	X
231	Elizabeth Street	Windows issues with building	
232	Cypress Street	Sidewalk/parking issue	X
233	North Main Street	Leaking sewer line	
234	North Third Avenue	Garbage cans left out	
235	North Third Avenue	Garbage cans left out	X
236	South Central Avenue	Snow left on sidewalk	X
237	South Central Avenue	Snow left on sidewalk	X
238	South Central Avenue	Snow left on sidewalk	X
239	South Third Avenue	Chair left out by road	X
240	North Third Avenue	Couch left out by road	X
241	Frances Street	Garbage dumpster left out by road	X
242	Lake Ridge Drive	Addition being built without permit	MALTA
243	Viall Avenue	Fire Alarm Activation	X
244	North Main Street	Vacant building found opened	X
245	South Central Avenue	Snow left on sidewalk	X
246	South Central Avenue	Snow left on sidewalk	
247	South Central Avenue	Snow left on sidewalk	X
248	South Central Avenue	Snow left on sidewalk	X
249	South Central Avenue	Snow left on sidewalk	X
250	Park Plaza	Snow left on sidewalk	X
251	Fitchburg Avenue	Water pumping out on street	X
252	Viall Avenue	Fire Alarm Activation	X
253	North Main Street	Vacant building found opened	X

There was a total of 25 complaints taken, 5 building permits issued, 7 construction inspections performed, 12 Fire Safety & Property Maintenance inspections and/or reinspection's performed, 1 Certificates of Compliance issued, 1 Certificates of Occupancies & 0 Temporary Certificate of Occupancy issued, 0 Notices of Violation/Orders to remedy, 3 foil requests / 4 zoning letters of compliance completed,

and 50 information requests, 2 street & sidewalk Obstruction permits issued, 1 appearance ticket issued and 2 building condemnations lifted. I also attended a meeting over a telecommunication issue at the midrise.

Respectfully submitted,

A handwritten signature in black ink that reads "Laurence Case". The signature is written in a cursive style and is positioned above a horizontal line.

Laurence Case

City of Mechanicville

Department of Buildings



# DEPARTMENT OF BUILDINGS

CITY OF MECHANICVILLE, NEW YORK

36 N. Main Street  
Mechanicville NY, 12118

## QUARTERLY VACANT BUILDING REGISTRY REPORT

FOURTH QUARTER OF 2025

This is current status of the registry for the end of 2025, 7 Vacant buildings reoccupied and removed from the registry, 1 Vacant building exempt from the registry by city code, reoccupied, 7 Vacant buildings with active building permits issued, 2 Vacant buildings with active demolition permits issued and 3 Vacant buildings waiting on action from the City. We are currently rolling into 2026 with 21 vacant buildings and 3 vacant fire damaged buildings, for a total of 24 vacant buildings.

We have building permits out on 7 vacant buildings and hopefully those project will be completed in 2026. If the city takes action on another 3 of the buildings and we are able to get rehabilitation projects going early enough in 2026, we stand a good chance of also getting these 3 off the registry and reoccupied as well. I set the bar high at getting 10 vacant buildings off the registry in 2026. I would have liked to have gotten more off the registry but 7 buildings are a good start. I would like to thank BSI Gary Flynn, Gina Kenyon, The Department of Accounts, and the Department of Public Works with helping us get these 7 building reoccupied, and helping with tracking down contact information for the other buildings on the registry.

Respectfully submitted,

Laurence Case

Laurence Case

City of Mechanicville

Department of Buildings



# DEPARTMENT OF BUILDINGS

CITY OF MECHANICVILLE, NEW YORK

36 N. Main Street  
Mechanicville NY, 12118

## MONTHLY REPORT

January 2026

### COMPLAINTS FOR THE MONTH OF JANUARY

#	AREA	COMPLAINT	CLOSED
1	Leonard Street	Structure fire	
2	Leonard Street	Heating unit exhaust duct work and CO detector issue	X
3	East Park Place	Partial building collapse	
4	South Central Avenue	Snow not cleared off the sidewalks	X
5	South Central Avenue	Snow not cleared off the sidewalks	X
6	South Central Avenue	Snow not cleared off the sidewalks	X
7	South Central Avenue	Snow not cleared off the sidewalks	
8	Greenwood Avenue	Mattress, oil and garbage cans left out	
9	Broadway	Structure fire	
10	Greenwood Avenue	Frozen water	
11	Saratoga Avenue	Fire alarm activation	
12	South Central Avenue	Snow not cleared off the sidewalks	X
13	South Central Avenue	Snow not cleared off the sidewalks	X
14	South Central Avenue	Snow not cleared off the sidewalks	X
15	Saratoga Avenue	Snow not cleared off the sidewalks	
16	North Main Street	Frozen drain lines	

There was a total of 16 complaints taken, 5 building permits issued, 5 construction inspections performed, 15 Fire Safety & Property Maintenance inspections and/or reinspection's performed, 10 Certificates of Compliance issued, 1 Certificates of Occupancies & 0 Temporary Certificate of Occupancy issued, 1 Notices of Violation/Orders to remedy, 0 foil requests / 1 zoning letters of compliance completed, 44 information requests, and 2 street & sidewalk Obstruction permits issued. I also attended 2 meetings over the software grant. I have completed and submitted the US Department of Commerce annual report. I have the department's annual report to the city and the department's annual report to the state for 2025 to finish and submit. I am currently working on the city's report and hopefully will have the last of the reports finished and submitted by the end of February.

Respectfully submitted,



Laurence Case

City of Mechanicville

Department of Buildings

## **RESOLUTION 12-2026 AUTHORIZING APPROVAL OF COMMUNICATIONS SERVICES AGREEMENT**

**WHEREAS**, the City of Mechanicville has reviewed a proposal and Hosted Services Agreement from **Teo Communications, Inc.**, through its account representative Tyler Glanda, for Ethernet / Point-to-Point and related communications services; and

**WHEREAS**, said proposal includes connection charges, non-recurring charges (NRC), and monthly recurring charges (MRC), as outlined in the Services Summary and associated contract documents; and

**WHEREAS**, the total connection charges are identified in the proposal, with non-recurring charges in the amount of **\$599.70**, and monthly recurring charges subject to a **36-month term**, with applicable discounts applied as reflected in the agreement; and

**WHEREAS**, the agreement expressly excludes shipping, applicable taxes, and surcharges from the stated contract totals; and

**WHEREAS**, the City acknowledges and accepts the provisions regarding Ethernet/Point-to-Point taxation certification, international dialing authorization, site survey and network analysis, and potential additional installation fees as described in the proposal; and

**WHEREAS**, the Hosted Services Agreement consists of the Cover Page, Services Summary, General Terms and Conditions, and End User License Agreement, all of which have been reviewed and accepted by the City; and

**WHEREAS**, the proposal is valid for sixty (60) days and includes early termination provisions as outlined in the General Terms and Conditions;

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Mechanicville hereby approves the Hosted Services Agreement with Teo Communications, Inc. for communications services under a thirty-six (36) month term, subject to the pricing, terms, and conditions set forth in the agreement documents; and

**BE IT FURTHER RESOLVED**, that the appropriate City official(s) are authorized and directed to execute all necessary agreements, certifications, and related documents on behalf of the City; and

**BE IT FURTHER RESOLVED**, that the City acknowledges responsibility for any applicable charges incurred under the agreement, including authorized international dialing and any additional installation or construction costs if required following site survey and network analysis. Subject to the review and approval of the City Attorney.

INTRODUCED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

ROLL CALL: Mayor Butler \_\_\_\_\_

Commissioner Blodgett \_\_\_\_\_

Commissioner Carmichael \_\_\_\_\_

Commissioner Costanzo \_\_\_\_\_

Commissioner Gaetano \_\_\_\_\_

Dated: February 11, 2026



**CONNECTIVITY CHARGES**

Service Description	Qty	Location	Download (MB/s)	Upload (MB/s)	Unit	Unit Discount	NET MRC	NRC	Service Code	Term	
Business Tier 1 Internet 250x250	1.00	36 N Main St , Mechanicville	250.00	250.00	84.95		84.95	99.95	BUS_TIER_1	36	
Business Tier 1 Internet 250x250	1.00	346 S Main St Tennis Court ,	250.00	250.00	84.95		84.95	99.95	BUS_TIER_1	36	
Business Tier 1 Internet 250x250	1.00	53 N Main St , Mechanicville	250.00	250.00	84.95		84.95	99.95	BUS_TIER_1	36	
Business Tier 1 Internet 250x250	1.00	178 N Main St , Mechanicville	250.00	250.00	84.95		84.95	99.95	BUS_TIER_1	36	
Business Tier 1 Internet 250x250	1.00	402 Park Ave , Mechanicville	250.00	250.00	84.95		84.95	99.95	BUS_TIER_1	36	
Business Tier 1 Internet 250x250	1.00	4 Industrial Park Rd , Mechanicville	250.00	250.00	84.95		84.95	99.95	BUS_TIER_1	36	
<b>Total Connection Charges</b>							-	509.70	599.70		
<b>Total Contract Charges</b>							-	614.45	599.70		36
<b>Term Discount</b>							-				
<b>Total Contract Charges (Does not include shipping, applicable taxes and surcharges)</b>								614.45	599.70		

**Ethernet/Point to Point Taxation:** By initialing here, I certify that less than 10% of traffic traversing each of the private Ethernet circuits listed above, will be interstate or international in nature, and the circuit(s) shall be deemed intrastate in jurisdiction. Any Ethernet circuits purchased but not certified on this contract will be deemed to be interstate and taxed appropriately. See our T&C's for additional information.

**International Dialing:** I authorize 011 dialing on our service. Should any hacking occur, we recognize we are responsible for any incurred charges. International 011 dialing will be automatically blocked without authorization.

**Site Survey & Network Analysis:** I understand Westelcom will perform a site survey and network analysis. I understand that this proposal and pricing could be subject to change based on the results of the survey, network analysis and fiber availability. Additional fees may apply should any cabling, tracing, patching or other inside work be necessary during installation at the rate of \$95/hr. If fiber construction is determined, that could render this quote null and void.

**Terms & Conditions:** I have reviewed and accept the terms & conditions listed HERE

Initial:	Date:

Notes: Quote valid for 60 days

**IMPORTANT – READ CAREFULLY:** This Hosted Services Agreement (“Agreement”) sets forth the terms and conditions under which Teo Communications, Inc. and its operating affiliates (hereinafter referred to as “Teo”) will provide communications and other services to the above Customer (hereinafter referred to interchangeably as “you” or “Customer”). This Agreement consists of this fully executed Hosted Services Agreement Cover Page (“Cover Page”), the Hosted Services Agreement Services Summary (“Services Summary”), the Hosted Services Agreement General Terms and Conditions (“General Terms and Conditions”), and any written amendments to the Agreement executed by both parties (“Amendments”). Use of Teo Services is also subject to the Teo End User License Agreement (“EULA”). In the event of any inconsistency among these documents, precedence will be as follows (1) the Cover Page, (2) the Services Summary, (3) the General Terms and Conditions, and (4) the EULA.

This Agreement shall be legally binding when signed by both parties and shall continue in effect until the expiration of this Agreement, unless terminated earlier in accordance with this Agreement. Early termination fees apply. The Initial Term is listed above and early termination fees are identified in the General Terms and Conditions. You acknowledge and represent that you have read, understand, and hereby agree to be legally bound by this Agreement. If you are accepting this Agreement on behalf of a company or other legal entity, you represent that you have the authority to bind such entity to this Agreement.

**APPROVAL**

Tyler Glanda	City of Mechanicville	
<b>Teo Account Representative</b>	<b>Customer Company Name</b>	
0		
<b>Partner/Agent of Record (if applicable)</b>	<b>Company Representative Signature</b>	
#N/A		
<b>Partner Email Address</b>	<b>Print Name and Title</b>	<b>Date</b>

RESOLUTION: 13-2026

WHEREAS, the previous LOSAP Administrator (Commissioner Martin) has departed;

WHEREAS, the City Council must designate an official contact for all actuarial, compliance, and administrative matters;

WHEREAS, Arrow Financial Corporation remains the approved investment custodian per prior directive;

WHEREAS, Penflex Actuarial Services continues as the plan's consulting actuary;  
BE IT RESOLVED:

1. Matthew Carmichael, Finance Commissioner, is hereby appointed LOSAP Administrator effective immediately and designated the City's sole point of contact for all LOSAP communications, including Penflex, Arrow, and VRS.
2. Arrow Financial Corporation remains the investment manager; all assets shall transfer by March 1, 2026.
3. The 2025 contribution shall be processed upon receipt of final actuarial data.

Subject to review and approval of the City Attorney.

INTRODUCED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

ROLL CALL: Mayor Butler \_\_\_\_\_  
Commissioner Blodgett \_\_\_\_\_  
Commissioner Carmichael \_\_\_\_\_  
Commissioner Costanzo \_\_\_\_\_  
Commissioner Gaetano \_\_\_\_\_

Dated: February 11, 2026

RESOLUTION: 14-2026

WHEREAS, the City currently holds six credit cards issued to departments or staff;

WHEREAS, prior use lacked formal council approval and resolution;

BE IT RESOLVED:

1. All cards shall be reissued under the legal name "City of Mechanicville, NY" with specified limits:
  - o American Express – Finance Department – one hundred thousand dollars
  - o Master Card (TD Bank) – Public Works – three thousand dollars
  - o Master Card (TD Bank) – Parks & Recreation – three thousand dollars
  - o Master Card (TD Bank) – Mayor’s Office – three thousand dollars
  - o Master Card (TD Bank) – Police Department – three thousand dollars
  - o Master Card (TD Bank) – General (Tim Higgins) – three thousand dollars
2. Each card shall list one department head as Authorized User; deputies or assistants may receive additional cards under the same limit.
3. All statements auto-pay from General Fund. Receipts required within thirty days.
4. This retroactively approves all use from January 1, 2026; future issuance requires this or successor resolution.

INTRODUCED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

ROLL CALL: Mayor Butler \_\_\_\_\_  
Commissioner Blodgett \_\_\_\_\_  
Commissioner Carmichael \_\_\_\_\_  
Commissioner Costanzo \_\_\_\_\_  
Commissioner Gaetano \_\_\_\_\_

Dated: February 11, 2026

RESOLUTION 15-2026

WHEREAS, the City of Mechanicville's current website is outdated, paper-dependent, and non-compliant with upcoming 2027 ADA requirements;

WHEREAS, MuniBit offers a full suite of tools - AI content, forms, payments, alerts, chatbot, calendars, at \$229 per month billed annually, with three months free if signed by March 31, 2026;

BE IT RESOLVED, the City Council authorizes the Mayor to execute a contract with MuniBit for website development and hosting, effective upon signature, with launch targeted for April 2026. Subject to the review and approval of the City Attorney.

INTRODUCED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

ROLL CALL: Mayor Butler \_\_\_\_\_

Commissioner Blodgett \_\_\_\_\_

Commissioner Carmichael \_\_\_\_\_

Commissioner Costanzo \_\_\_\_\_

Commissioner Gaetano \_\_\_\_\_

Dated: February 11, 2026

RESOLUTION 16-2026

WHEREAS, the City of Mechanicville has no automated work-order or preventive-maintenance system;

WHEREAS, Limble CMMS will reduce downtime and repair costs;

WHEREAS, Budget is covered by the Comcast-to-SlicFiber savings;

BE IT RESOLVED, the Mayor is authorized to sign a 12-month (3/1/26 – 2/28/27) subscription to Limble CMMS for 3 users, not-to-exceed \$2,484. Subject to review and approval of the City Attorney.

INTRODUCED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

ROLL CALL: Mayor Butler \_\_\_\_\_  
Commissioner Blodgett \_\_\_\_\_  
Commissioner Carmichael \_\_\_\_\_  
Commissioner Costanzo \_\_\_\_\_  
Commissioner Gaetano \_\_\_\_\_

Dated: February 11, 2026

RESOLUTION: 17-2026

**WHEREAS**, there is a vacant seat on the Mechanicville-Stillwater Industrial Development Agency (IDA); and

**THEREFORE BE IT RESOLVED**, that the Mayor is authorized to appoint Keith Johnson to the Mechanicville-Stillwater Industrial Development Agency (IDA) effective February 12, 2026.

**INTRODUCED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

**MAYOR BUTLER** \_\_\_\_\_

**COMMISSIONER BLODGETT** \_\_\_\_\_

**COMMISSIONER CARMICHAEL** \_\_\_\_\_

**COMMISSIONER COSTANZO** \_\_\_\_\_

**COMMISSIONER GAETANO** \_\_\_\_\_

**FEBRUARY 11, 2026**

Resolution 18-2026

BE IT RESOLVED by the City Council of Mechanicville:

1. That the salary of Finance Commissioner Matthew Carmichael shall be set at one dollar per month indefinitely but for a time period not to exceed December 31, 2026; and
2. That the remainder of the budgeted salary line for said position (all funds above one dollar per month) be immediately transferred to fund a part-time position within Finance; and
3. That, retroactive to January 31, 2026, the City Council hereby authorizes the creation of a Part-Time Finance Systems Assistant (non-competitive class, per Civil Service Law §64) to be filled on a temporary basis in a provisional capacity; and
4. That Lauren Cappola be appointed to said position at a rate of twenty dollars (\$20.00) per hour, not to exceed 29.5 hours worked per week, for the calendar year ending December 31, 2026, unless sooner terminated by the City Council, with duties to support digitization, records modernization, and technology integration under the Financial Systems Modernization project; and
5. That the transferred salary line from paragraph two shall serve as primary funding, and additional grants from the New York State Commission for the Blind or ADA sources shall supplement as needed.

INTRODUCED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

ROLL CALL: Mayor Butler \_\_\_\_\_  
Commissioner Blodgett \_\_\_\_\_  
Commissioner Carmichael \_\_\_\_\_  
Commissioner Costanzo \_\_\_\_\_  
Commissioner Gaetano \_\_\_\_\_

Dated: February 11, 2026

RESOLUTION NO.: 19-2026

**WHEREAS**, the City of Mechanicville currently maintains a municipal department known as the *Department of Public Safety*; and

**WHEREAS**, the City Council desires to more accurately reflect the functions, services, and mission of said department by renaming it the *Parks, Recreation and Community Services Department*; and

**WHEREAS**, establishing a clear interpretive rule regarding references to the former department name will ensure continuity of operations, administration, and legal effect;

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Mechanicville, that effective immediately, the municipal department formerly known as the *Department of Public Safety* shall be renamed the *Parks, Recreation and Community Services Department*; and

**BE IT FURTHER RESOLVED**, that any and all references to the *Department of Public Safety* contained in the Code of the City of Mechanicville, and in any ordinance, resolution, local law, rule, regulation, policy, contract, agreement, or other official document of the City, whether existing now or adopted hereafter, shall be deemed to refer to and mean the *Parks, Recreation and Community Services Department*; and

Introduced by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Mayor Butler \_\_\_\_\_

Commissioner Blodgett \_\_\_\_\_

Commissioner Carmichael \_\_\_\_\_

Commissioner Costanzo \_\_\_\_\_

Commissioner Gaetano \_\_\_\_\_

February 11, 2026

RESOLUTION 20-2026

WHEREAS, Mechanicville has submitted a Grant Application to National Fitness Campaign (NFC) for participation in the 2026 initiative to install and activate outdoor Fitness Courts® in over 1000 municipalities and schools across the country, and;

WHEREAS, Mechanicville will accept a \$35,000.00 National Grant from the NFC Grant Committee and Statewide Partners, and endeavors to provide a local funding confirmation in the amount of \$175,000 in compliance with the attached Grant Program Requirements to promote and implement a free-to-the-public outdoor Fitness Court®, and;

WHEREAS, Mechanicville understands the scope of this project includes the installation of a concrete pad, as well as the assembly of the Fitness Court, both to be completed by separate vendors external to the National Fitness Campaign. Additional funding requirements for the concrete installation and Fitness Court assembly can be found on the attached Grant Program Requirement document provided by the National Fitness Campaign.

WHEREAS, the Mechanicville City Council believes joining the National Fitness Campaign is an important step in building a healthier community, commits to funding/fundraising to participate in NFC's 2026 Campaign, and will earn local and regional recognition as a leader in providing accessible health and wellness infrastructure and programs;

NOW THEREFORE BE IT RESOLVED, that the Mechanicville City Council will collaborate with NFC to join the National Fitness Campaign, implement the outdoor Fitness Court® program, and make fitness free for community residents and visitors.

Introduced by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Mayor Butler \_\_\_\_\_

Commissioner Blodgett \_\_\_\_\_

Commissioner Carmichael \_\_\_\_\_

Commissioner Costanzo \_\_\_\_\_

Commissioner Gaetano \_\_\_\_\_

February 11, 2026

Resolution 21-2026

WHEREAS, the City of Mechanicville owns and maintains the Park Avenue Playground, including the roof structure located thereon; and

WHEREAS, the existing roof at the Park Avenue Playground is in need of evaluation and the development of a professional scope of work in anticipation of replacement; and

WHEREAS, the City wishes to retain the services of Sean Moran of Roofing Innovations LLC, who possesses the necessary experience and expertise to develop such a scope of work; and

WHEREAS, the cost for said professional services shall not exceed Five Thousand Dollars (\$5,000.00);

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Mechanicville hereby authorizes the hiring of Sean Moran of Roofing Innovations LLC to develop a scope of work for the replacement of the roof at the Park Avenue Playground, at a cost not to exceed \$5,000.00; and

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized to execute any and all documents necessary to effectuate this resolution, Subject to the review and approval of the City Attorney.

Introduced by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Mayor Butler \_\_\_\_\_

Commissioner Blodgett \_\_\_\_\_

Commissioner Carmichael \_\_\_\_\_

Commissioner Costanzo \_\_\_\_\_

Commissioner Gaetano \_\_\_\_\_

February 11, 2026

Resolution 22-2026

WHEREAS, the City of Mechanicville operates aging water infrastructure that requires ongoing maintenance and repair; and

WHEREAS, the New York State Department of State's Local Government Efficiency Grant Program supports shared-services projects between municipalities; and

WHEREAS, the City has partnered with the Town of Stillwater, Town of Halfmoon, and Village of Stillwater on a joint feasibility study requesting twenty thousand dollars in state funds, matched dollar-for-dollar in-kind by the four partners; and

WHEREAS, Finance Commissioner Matthew Carmichael, acting as lead applicant, certifies the application is complete;

NOW THEREFORE BE IT RESOLVED that the City Council of Mechanicville:

1. Authorizes the Finance Commissioner to submit the LGE grant application for a regional water-efficiency study;
2. Directs the City Clerk to file a certified copy on February eleventh, two thousand twenty-six;
3. Confirms the City's in-kind contribution of five thousand dollars toward the required match.

Introduced by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Mayor Butler \_\_\_\_\_

Commissioner Blodgett \_\_\_\_\_

Commissioner Carmichael \_\_\_\_\_

Commissioner Costanzo \_\_\_\_\_

Commissioner Gaetano \_\_\_\_\_

February 11, 2026

RESOLUTION NO.: 23-2026

WHEREAS Payroll, General, Water, Sewer, and Capital Project Fund Vouches Contained Within;

<b>Payroll date</b>	<b>Amount</b>
1/15/2026	\$96,552.27
1/29/2026	\$112,422.99
	<b>\$208,975.26</b>

With an expenditure breakdown by fund as follows:

General Fund	A0 Fund	\$ 347,054.49
Water Fund	FX Fund	\$ 61,039.48
Sewer Fund	GO Fund	\$ 4,547.49
Capital Projects	H0 Fund	\$ 82,328.08
Trust Agency	TA Fund	\$ 426.59
		<b>\$ 495,396.13</b>

NOW THEREFORE BE IT RESOLVED THAT these transfers are approved.

Introduced By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

Mayor Butler \_\_\_\_\_

Commissioner Blodgett \_\_\_\_\_

Commissioner Carmichael \_\_\_\_\_

Commissioner Costanzo \_\_\_\_\_

Commissioner Gaetano \_\_\_\_\_

February 11, 2026

RESOLUTION NO.: 24-2026

WHEREAS THE CITY OF MECHANICVILLE CODE ENFORCEMENT OFFICER has reviewed the fee schedule for various permits and violations as it pertains to the City's policies; and

WHEREAS AS A RESULT OF THE REVIEW THE CODE ENFORCEMENT OFFICER is recommending changes and/or additions to the City's Fee Schedule;

NOW THEREFORE BE IT RESOLVED THAT the Mechanicville City Council approves the attached City of Mechanicville Schedule of Fees. The new fees will take effect February 12, 2026.

Introduced By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

Mayor Butler \_\_\_\_\_

Commissioner Blodgett \_\_\_\_\_

Commissioner Carmichael \_\_\_\_\_

Commissioner Costanzo \_\_\_\_\_

Commissioner Gaetano \_\_\_\_\_

February 11, 2026



# CITY OF MECHANICVILLE

NEW YORK

36 North Main Street  
Mechanicville NY, 12118

## 2026 License & Fee Schedule

<b>DEPARTMENT OF BUILDINGS</b>		
<b>TYPE OF PERMIT</b>	<b>FEE</b>	<b>NOTES</b>
<b>RESIDENTIAL BUILDING PERMITS: (1 and 2 Family Homes)</b>		
New Construction 2,000 SqFt and under	350.00	
New Construction 2,001 to 3,000 SqFt	550.00	
New Construction over 3,001 SqFt and over	700.00	
<b>RESIDENTIAL ALTERATIONS:</b>		
Up to 5,000 in cost	100.00	
5,000.00 and over in cost	100.00 + 8.00 Per 1,000.00	
<b>RESIDENTIAL OTHER:</b>		
Demolition	400.00	
Gutting	125.00	
Building System Alteration	50.00	
Accessory structures (including garages)	150.00	
Window replacement(s)	100.00	
Siding	100.00	
Pool(s)	125.00	
Roof(s)	100.00	
Retaining wall(s)	100.00	
Solar Panel(s)	100.00	
<b>COMMERICAL BUILDING PERMITS:</b>		
New Construction 1,000 SqFt and under	500.00	
New Construction 1,001 to 5,000 SqFt	500.00 + 9.00 Per 100 SqFt	
New Construction 5,001 SqFt and over	1,000 + 9.00 Per 100 SqFt	
<b>COMMERICAL ALTERATIONS:</b>		
Up to 5,000 in cost	300.00	
5,000.00 and over in cost	300.00 + 10.00	

	Per 1,000	
<b>COMMERICAL OTHER:</b>		
Demolition	500.00	
Gutting	150.00	
Building System Alteration	100.00	
Accessory structures (including garages)	150.00	
Window replacement(s)	100.00	
Siding	100.00	
Pool(s)	125.00	
Roof(s)	125.00	
Retaining wall(s)	100.00	
Solar Panel(s)	100.00	
<b>OPERATING PERMITS:</b>		
All	25.00	
<b>PROPERTY MAINTENANCE &amp; FIRE SAFETY INSPECTIONS:</b>		
A Occupancies	25.00	
All other Occupancies other than R	25.00	
All R occupancies other than R-3	15.00 a unit	
* All state required property maintenance & fire safety inspection are without fee for 2025 (not including re-inspections)		
<b>RENTAL DWELLING REGISTRY INSPECTIONS:</b>		
All R occupancies units except single family owner occupied buildings (valid for 2 yrs.)	15.00 a unit	LL #6 OF 2023 Section I
Bed and breakfast(s) and Air B & B(s) Per unit (valid for 2 yrs.)	15.00 a unit	LL #6 OF 2023 Section I
<b>GENERAL:</b>		
Signs	30.00 + 1.00 Every SqFt over 5 SqFt	Chapter 200 Section 65
Change of Occupancy/Change of Tenancy	15.00	Ch. 200 Section 83, E, for over 1,500 Sqft
Telecommunications permit	750.00 for first year 500.00 any year after	Chapter 175 section 5, A
Telecommunication permit renewal	500.00 a year	Chapter 175 section 5, A
Asbestos removal	125.00 + 6.00 Per 2,000	
Sidewalks	50.00	Chapter 164 Section 9 ?
Mold remediation	50.00 + 6.00 Per 1,000	
Truss ID signage	50.00	19 NYCRR
Curb Cut	100.00	Chapter 164 Section 9 ?
Any required re-inspection after the 2 <sup>nd</sup> time	30.00 per unit	
No Show for a scheduled inspection	40.00	
Failure to obtain a CO prior to renting	250.00 Per unit, per offense	

Building permit renewal	50% of original fee	
Building code/zoning compliance letter	125.00	
Building zoning compliance letter special mail request	25.00 + mailing cost	
Road opening permit	100.00	Chapter 164 Section 2, B
Sidewalk and Street Obstruction Permit	25.00	Chapter 164 Section 12, C

**STOP WORK ORDER(S):**

Stop work order, for failure to obtain a permit	350.00	
Stop work order, first offence	300.00	
Stop work order, second offence and there after on the same project	500.00	

**VACANT BUILDING REGISTRY:**

First year on the registry	500.00	Ch. 84 Section 17, H, 1
Second year on the registry	1,000.00	Ch. 84 Section 17, H, 1
Third year and thereafter on the registry	1,500.00	Ch. 84 Section 17, H, 1

**ZONING BOARD OF APPEALS/PLANNING COMMISSION**

TYPE OF TRANSACTION	FEE	NOTES
Any submissions to the commission	50.00	Ch. 200 Section 83, E

**DEPARTMENT OF ACCOUNTS  
(CITY CLERK)**

TYPE OF TRANSACTION	FEE	NOTES
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**LICENSES & REGISTRATIONS:**

Dog licenses (un-neutered)	20.00	
Dog licenses (neutered)	10.00	
Marriage licenses	40.00	
Marriage licenses additional copies	10.00	
Taxicab and Medicab licenses	150.00	Chapter 172 Section 5
Solid waste contract collectors registration	250.00	Chapter 161 Section 17A

**CERTIFICATES:**

Birth certificate	10.00	
Death certificate	10.00	
Marriage certificate	10.00	
Certificate of residence	free	

**RECORDS:**

Foil requests	.25 per page	
Genealogical search	22.00	

(records within 1-3 years)		
Genealogical search (records 4 years and older)		Follow DOH Genealogical Services fee schedule
Tax search	50.00	

**PERMITS:**

Disability parking permit	free	
Vendor permit	Call Accounts for fee	Chapter 148 Section 3 ? Fee range 25.00 to 100.00
Temporary water supply hookup (without a DPW approved meter)	25.00 deposit & then determined by water usage	Chapter 194 Section 14
Temporary water supply hookup (with a DPW approved meter)	5.00 a week & then determined by water usage	Chapter 194 Section 14

**DEPARTMENT OF PUBLIC SAFETY**

TYPE OF TRANSACTION	FEE	NOTES
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**BUS FARE:**

Riders 60 years of age or older	Free	
Riders under the age of 60	.65 each way	

**BANNERS & HOLIDAY TREES IN THE PARK:**

Hometown hero banner	225.00	
Holiday tree in the park	Call public safety for fee	Fee based on current price of the Holiday trees at time of purchase

**CIVIL SERVICE COMMISSION**

TYPE OF TRANSACTION	FEE	NOTES
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**APPLICATIONS:**

Application fee	25.00	May vary by type of exam
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**DEPARTMENT OF PUBLIC WORKS**

TYPE OF TRANSACTION	FEE	NOTES
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**SEWER CONNECTION PERMITS AND INSPECTIONS:**

Residential service, building sewer permit	1,500.00	Chapter 158 Section 14
Commercial service, building sewer permit	2000.00	Chapter 158 Section 14
Industrial building sewer permit wastes (low volume)	1,000.00	Chapter 158 Section 14
Industrial building sewer permit wastes	1,500.00	Chapter 158 Section 14

(high volume)		
New sewer connection inspection(s)	75.00	Chapter 158 Section 14
<b>WATER CONNECTION PERMITS:</b>		
Water connection permit	1,500.00	Chapter 194 Section 4
Water connection supply meter	200.00	Chapter 194 Section 4
Water turn on	10.00	Chapter 194 Section 11, B
<b>EXTRAORDINARY WASTE GENERATION:</b>		
Extraordinary waste generation	To be determined by occurrence	Chapter 161 Section 8
<b>OBSTRUCTION OF HYDRANTS</b>		
Obstruction of any fire hydrant	10.00	Chapter 194 Section 24
Obstruction of any fire hydrant after being notified of the obstruction	5.00 for Every 2 hours	Chapter 194 Section 24
<b>BULK WASTE DISPOSAL SELF SERVE FEE</b>		
Carload	30.00	
Pickup truck load	50.00	
Single axle trailer	75.00	
Mattress any size	60.00 each	
Box spring any size	60.00 each	
<b>GENERAL</b>		
<b>TYPE OF TRANSACTION</b>	<b>FEE</b>	<b>NOTES</b>
<b>RETURNED CHECKS:</b>		
Returned checks (first occurrence)	20.00 + Bank Fee	
Returned checks (second occurrence)	25.00 + Bank Fee	Check no longer accepted for a period of two years
<b>Police Department</b>		
<b>TYPE OF TRANSACTION</b>	<b>FEE</b>	<b>NOTES</b>
Towing of vehicles during snow emergencies	\$250.00	

**RESOLUTION: 25-2026**

**WHEREAS**, the Mechanicville City Council passed resolution 116-2020 to form a Police Reform and Reinvention Collaborative committee to perform a comprehensive review of current police force ; and

**WHEREAS**, it was recommended by this committee to restart a Police-Civilian Internal Affairs Review Commission; and

**WHEREAS**, this committee serves an important function which advances the purpose of Executive Order 203;

**WHEREAS**, all members of this committee must reside in the City of Mechanicville;

**NOW THEREFORE, BE IT RESOLVED**, the City Council hereby authorizes the Mayor to re-appoint Police Officer John Pugliese for a two (2) year term to serve as a member of the Police-Civilian Internal Affairs Review Commission expiring February 12, 2028.

Introduced By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

Mayor Butler \_\_\_\_\_

Commissioner Blodgett \_\_\_\_\_

Commissioner Carmichael \_\_\_\_\_

Commissioner Costanzo \_\_\_\_\_

Commissioner Gaetano \_\_\_\_\_

February 12, 2026