

# PRELIMINARY

**TOWN OF WESTERLO  
TOWN BOARD WORKSHOP  
MEETING  
OF  
TUESDAY, FEBRUARY 3, 2026**

The Town of Westerlo Town Board Organization meeting was held on Tuesday, February 3, 2026, at the Richard H. Rapp Municipal Building located at 933 County Route 401, Westerlo, NY 12193. The meeting was opened at 6:00 PM by Supervisor Matthew Kryzak with the Pledge of Allegiance to the Flag.

ATTENDING WERE: Supervisor Matthew Kryzak  
Councilman Jody Ostrander  
Councilman William Hall  
Councilwoman Amie Burnside (Left at 6:20 pm)  
Councilman Peter Mahan

Attending were: Highway Superintendent David Pecylak and employees Peter Voisey and Salvatore Spinnato, Town Clerk Karla Weaver and 1 interested resident.

## **OPEN MEETING**

Supervisor Kryzak made a motion to open the Town Board Workshop meeting, Councilman Mahan seconded; all in favor motion carried.

## **OLD BUSINESS**

### **TOWN OF WESTERLO NEW WEBSITE (MOVE FROM .COM TO .GOV)**

Supervisor Kryzak expressed that he was hopeful that the Town Board had time to take a look at the new [townofwesterlony.gov](http://townofwesterlony.gov) website. What he is looking for tonight is to go ahead and make a motion to approve the launch of the new website. Obviously, anything that needs to be changed or any adjustments that need to be made we can make moving forward in the future. As it is right now the bare bones are there. Our old website will be redirecting folks to the new .gov website. He asked if the Town Board had any questions. Councilwoman Burnside liked it.

Councilman Hall indicated there really isn't anything different about the new website, just that it looks a little more modern. It's looking like we can only have 5 updates per month and they are going to charge us after that. He questioned if the Town was locked in to \$250 per month. Confidential Administrator Lisa DeGross reported that's wrong. He then asked what the monthly payment would be. Lisa DeGross responded nothing. The only time we would pay more is if we have a major project, major addition to the website, like some major intricate new involvement in the website but other than that there is no charge for any updates, changes or amendments. Councilman Hall commented that it is an annual fee, Mrs. DeGross responded yes.

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Councilwoman Burnside she indicated a problem she ran into was getting the current person to respond and update different pages ie; historian page which took almost 2 years.

Supervisor Kryzak advised with what the Town is up against now is with the .gov, this company is going to do all the monitoring and take care of the liability it's not a side gig for them. This company will be monitoring our website for all the regulatory information that needs to be on there and obviously keeping us up to date with all the regulatory information. So that's the purpose of going to a company that specializes in the new .gov requirements. He indicated it's less of something the Town wanted to do and more of something it needed to do in 2026 to make sure that the Town is within the new regulatory confines they have for new .gov websites. He mentioned the Town should have been .gov from the get go but no one knew that but now that it's a mandatory law. He advised, the Town is not here to discuss what it's doing with the contract that it currently has, that can be talked about when it is up for renewal. What he would like to accomplish is to go ahead and launch the new website. He asked if anyone had any questions on the website itself. Councilman Ostrander indicated he had no comments. Supervisor Kryzak then advised he would like to make a motion to adopt the following resolution:

**WHEREAS:** The Town Board discussed the need to switch from a .com to a .gov website, and

**WHEREAS:** The Town Board hired Munibit to provide this service, be it hereby

**RESOLVED:** The Town Board authorizes the launch of the new website [townofwesterlony.gov](http://townofwesterlony.gov) as of 2/3/2026 and to have people on the old website forwarded to the new .gov website.

Councilwoman Burnside seconded, a vote resulted as follows:

AYES: Supervisor Kryzak, Councilwoman Burnside, Councilman Mahan

NAYS: Councilman Ostrander, Councilman Hall

**RESOLUTION # 43 – 2026 was thereby duly adopted.**

## NEW BUSINESS

### 2026 AGREEMENT FOR SHARED BUS SERVICES BETWEEN TOWNS OF RENSSELAERVILLE AND WESTERLO

Supervisor Kryzak reported that in the Town Board meeting packets, the Town Board has the (2026) Town of Rensselaerville Senior Transportation Contract. He indicated there has been no change to the Senior Bus Contract for the past two years. He asked if the Town Board had any questions. Councilman Ostrander indicated it is a great thing. Supervisor Kryzak made a motion to adopt the following resolution:

**WHEREAS:** The Town of Westerlo contracts with the Town of Rensselaerville for a senior car, be it hereby

**RESOLVED:** The Town Board authorizes the Supervisor to enter into an agreement with the Town of Rensselaerville for the shared senior car.

Councilman Ostrander seconded, a vote resulted as follows:

AYES: Supervisor Kryzak, Councilman Ostrander, Councilman Mahan,  
Councilman Hall, Councilwoman Burnside

NAYS: None

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**RESOLUTION # 44 – 2026 was thereby duly adopted.**

### **2025 SALES TAX**

Supervisor Kryzak reported he had skipped two items of Old Business. He wanted to give an update on Sales Tax. The Town received the 4<sup>th</sup> Quarter of the 2025 Sales Tax. He advised, this will be part of the regular Town Board meeting's financial update. The Town received \$391,880.01. Total sales tax collected for this year is \$1,551,857.89. He mentioned the Town is right on par for what he thought it would be, at \$1.5 million. He advised the Town actually did \$50k better in sales tax.

### **FUEL USE TRACKING**

Supervisor Kryzak also reported that in the Town Board's meeting packet, he did dig up the March 21, 2023 resolution where the Town Board at the time discussed the tracking software for the fuel. Basically, from that moment on, the Town Board gave the okay to discontinue the fuel tracking system and instead use spread sheets made by the Town. He indicated the Highway Department already has permission to use their own spreadsheets to track the fuel until new software is in place.

### **DRAFT MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN TOWNS OF COEYMANS AND WESTERLO FOR INTERMUNICIPAL DOG KENNEL AGREEMENT & MEMORANDUM**

Supervisor Kryzak provided the Town Board with the proposed Town of Coeymans MOU for use of their dog kennel. He mentioned he was not looking to vote on anything besides the permission to send this MOU (Memorandum of Understanding) to Coeymans for their comment. Once the Town receives Coeymans comments back, then both can sit down and hash out any remaining items that should be in the kennel contract. He was unsure if the Town Board had the chance to go through and read the MOU, but mentioned that it is basic. The cost hasn't been decided yet, so, he will ask Coeymans what they want that to be, then we will bring that back to our Town Board. Supervisor Kryzak made a motion to adopt the following resolution:

**WHEREAS:** The Town Board has created a draft MOU for use of the Town of Coeymans dog kennel facility, be it hereby

**RESOLVED:** The Town Board authorizes Supervisor Kryzak to send the draft MOU to the Town of Coeymans for use of their dog kennel for their review.

Councilman Hall seconded the motion; a vote resulted as follows:

**AYES:** Supervisor Kryzak, Councilman Hall, Councilman Mahan, Councilwoman Burnside, Councilman Ostrander

**NAYS:** None

**RESOLUTION # 45 – 2026 was thereby duly adopted.**

### **DRAFT MEMORANDUM OF UNDERSTNDING (MOU) BETWEEN TOWN OF WESTERLO AND WESTERLO VOLUNTEER FIRE CO.**

Supervisor Kryzak advised the next order of business is basically for the (former) Town of Westerlo Rescue Squad Building proposed MOU which is proposed to be used by the Town of Westerlo Volunteer Fire Co. I would like to send this draft MOU to the Fire Co. so they can

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review it so they can bring their terms to it. Both will have to be in agreement before anything gets officially decided. He would like the Town Board to allow him as Supervisor to send out the draft MOU to the Fire Co. for review. Supervisor Kryzak then made a motion to adopt the following resolution:

**WHEREAS:** The Town Board has created a draft MOU for the Westerlo Volunteer Fire Co. for use of the former Town of Westerlo Rescue Squad building, be it hereby

**RESOLVED:** The Town Board authorizes the Supervisor to provide the Westerlo Volunteer Fire Co. the draft MOU regarding the Rescue Squad building for future negotiation.

Councilwoman Burnside seconded the motion; a vote resulted as follows:

AYES: Supervisor Kryzak, Councilwoman Burnside, Councilman Mahan, Councilman Ostrander, Councilman Hall

NAYS: None

**RESOLUTION # 46 – 2026 was thereby duly adopted.**

Councilman Mahan asked Supervisor Kryzak if the Fire Co. even wants the building. Supervisor Kryzak advised yes, from his knowledge yes, the majority does, that will be up to them once the Town sends them the draft MOU. Councilman Mahan advised that some of the Fire Co. members have told him they didn't want it. Supervisor Kryzak mentioned just like politics they have factions. The Town will have to see what the Fire Co.'s majority vote ends up being.

Councilman Hall brought to Supervisor Kryzak attention that something the Town Board should look into while going through this process is, the MOU should say the storage room has to remain locked. Supervisor Kryzak agreed he was correct; these are rough drafts but that had been mentioned before in earlier discussions. Access will be preserved for record keeping purposes. This is a draft, but the Town will make sure all things are considered and the attorney will review it. If the Town Board sees things in the interim that they want to add, please make a note of it, and bring your notes to his office so he can go ahead and incorporate it into the next round of drafts for the MOU's.

### **EXECUTIVE SESSION**

Supervisor Kryzak mentioned he had no further business but Councilman Ostrander had requested to have an Executive Session. Supervisor Kryzak asked what the reasoning was as the Board must tell the public, ie; whether to decide or discuss someone's personnel record, etc. Councilman Ostrander indicated it was a personnel matter. Supervisor Kryzak made a motion to enter into Executive Session at 6:10 pm to discuss a personnel record of a particular individual. Councilman Hall seconded the motion; all in favor motion carried.

Confidential Administrator DeGroff advised Town Clerk Weaver that Councilwoman Burnside had left to go to work at 6:20 pm.

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### **CLOSE EXECUTIVE SESSION**

Supervisor Kryzak made a motion to close the Executive Session at 6:42 pm. Councilman Hall seconded the motion to close Executive Session; motion carried by those present.

### **REOPEN TOWN BOARD WORKSHOP**

Supervisor Kryzak made a motion to reopen the Town Board Workshop meeting. Councilman Ostrander seconded; motion carried by those present.

### **PUBLIC COMMENT**

No comments were heard.

### **CLOSE THE WORKSHOP MEETING**

There being no public comment, Supervisor Kryzak made a motion to close the Town Board Workshop. Councilman Ostrander seconded the motion. Motion carried by those present. Meeting adjourned at 6:43 pm.

Respectfully Submitted,

Karla J. Weaver, Town Clerk