TOWN OF ESOPUS
TOWN BOARD MEETING
October 15, 2026, 7:00 PM

The Town Board held a regularly scheduled meeting on October 15, 2026, at 7:00 PM at 1 Town Hall Way, Ulster Park. The following persons were in attendance:

Present:

Supervisor Roscoe Pecora
Councilman Evelyn Clarke
Councilman Jared Geuss
Councilman Paul Brooks
Councilman Stephanie Yeh

Recording Administrator: Holly A. Netter, Town Clerk, RMC

Supervisor Pecora opened the meeting at 7:10

Pledge to the flag

PUBLIC COMMENT | IN-PERSON | (845) 331-0676 | ASSISTANT@ESOPUS.GOV
State your first and last name, 2) What hamlet/town you live in, 3) Keep comments to 3 mins maximum, and 4) Be sure to include your "request" or "ask" of the Town Board

PUBLIC Comments:

Kathy Atwell, Port Ewen, requested that participants in the Winter Wonderland Parade be prohibited from throwing candy; they should hand it to children. Candy is often left behind and litters the streets. This poses a problem for dog walkers, who may find the candy and consume it.

**This has always been the rule; unfortunately, they do not follow it.

Supervisor Pecora closed public comment

AGENDA

Supervisor Updates

The Supervisor read a letter commending Transfer Station Employee Brian Clark's service. The supervisor recognized Brian for his excellent service at the Transfer Station. Transfer Station Manager Lenny Liberta returned a thank-you letter to the patron.

The supervisor reviewed the Highway report provided to Town Board members in their packet as well as updates from the Hudson 7 meeting he attended.

Supervisor Pecora attended a celebration of the passing of Congressman Pat Ryan's Hudson River Protection Act. He began advocating on this subject in 2023. The Bill has passed, and the law prevents harmful, polluting barges from using the Hudson River as a parking lot, which could *contaminate drinking water*.

Supervisor Pecora attended the Ulster Strong event at the Hudson Valley Venture Hub at SUNY New Paltz, where he met a gentleman from Cobleskill who is a Robotics Entrepreneur. He will follow up to see if there are opportunities to bring manufacturing to this area.

ARCHTOP FIBER

SUPERVISOR ROSCOE PECORA MOVED TO AUTHORIZE THE TOWN SUPERVISOR TO SIGN A CONTRACT WITH ARCHTOP FIBER FOR INTERNET SERVICES. COUNCILMAN STEPHANIE YEH SECONDED THE MOTION. ALL MEMBERS PRESENT WERE IN FAVOR; MOTION CARRIED

Before the vote, Councilman Yeh asked Supervisor Pecora whether it was cheaper than what we currently pay. Supervisor Pecora said he didn't know the exact figures, but it was cheaper, and he was not happy with the current service provided by Spectrum. Paul asked about WIFI speed and impact on email accounts. The supervisor said he was not aware of any issues. Email is Google, so no impact.

TAX CERTIORARI FILINGS (DYNO NOBEL, CABLEVISION OF WAPPINGER FALLS, 98 BLACK CREEK

SUPERVISOR ROSCOE PECORA MOVED TO AUTHORIZE THE TOWN SUPERVISOR TO SIGN A LETTER OF ENGAGEMENT WITH VANDEWATER AND VANDEWATER LLP REGARDING THREE COMMERCIAL ARTICLE 7 TAX CERTIORARI FILINGS (DYNO NOBEL, CABLEVISION OF WAPPINGER FALLS, 98 BLACK CREEK). COUNCILMAN JARED GEUSS SECONDED THE MOTION. ALL MEMBERS PRESENT WERE IN FAVOR; MOTION CARRIED

TABNER, RYAN & KENIRY, LLP CHPE SPECIAL FRANCHISE ARTICLE 7 TAX CERTIORARI FILING

SUPERVISOR ROSCOE PECORA MOVED TO AUTHORIZE THE TOWN SUPERVISOR TO SIGN A CONTRACT FOR LEGAL SERVICES WITH TABNER, RYAN & KENIRY, LLP REGARDING THE CHPE SPECIAL FRANCHISE ARTICLE 7 TAX CERTIORARI FILING. COUNCILMAN JARED GEUSS SECONDED THE MOTION. ALL MEMBERS PRESENT WERE IN FAVOR: MOTION CARRIED

LWRP -LABERGE GROUP

SUPERVISOR ROSCOE PECORA MADE A MOTION TO AUTHORIZE THE TOWN SUPERVISOR TO SIGN AN AMENDED CONTRACT ADDENDUM FOR COMPLETION OF UPDATED LWRP WITH LABERGE GROUP. COUNCILMAN JARED GEUSS SECONDED THE MOTION. ALL MEMBERS PRESENT WERE IN FAVOR; MOTION CARRIED

**LaBerge Group Staffing change: Nichole Allen will replace Susan Roth as project lead moving forward. Nicole was originally handling the LWRP when we started.

CODE OF ETHICS - REVIEW

Chapter 11

Code of Ethics of the Town of Esopus

§ 11-1. Purpose.

The officers and employees of the Town of Esopus hold their positions to serve the public interest and to exercise the powers and duties of their offices for the benefit of the people of the Town. The public is entitled to impartial, ethical, and accountable government, free from conflicts between private interests and official responsibilities.

The Town Board finds that the maintenance of high ethical standards among its officers and employees is essential to preserving public confidence in municipal government. Accordingly, this Chapter establishes standards of ethical conduct that supplement applicable provisions of New York State law, including Article 18 of the General Municipal Law.

§ 11-2. Definitions.

As used in this Chapter, the following terms shall have the meanings indicated:

Board. Any municipal governing board, administrative board, commission, committee, agency, or other municipal body composed of two or more officers or employees, including but not limited to the Planning Board, Zoning Board of Appeals, Conservation Advisory Council, Board of Assessment Review, and any similar body established by law or resolution.

Board of Ethics. The Board of Ethics established pursuant to § 11-18 of this Chapter.

Code. This Code of Ethics of the Town of Esopus.

Interest. A direct or indirect financial or material benefit. The term shall not include any benefit arising solely from the provision or receipt of municipal services generally available to all residents or taxpayers of the Town, or to a lawful class thereof.

A municipal officer or employee shall be deemed to have an interest in any private organization when the officer or employee, their spouse, or a Relative, is an owner, partner, member, director, officer, employee, or directly or indirectly owns or controls more than five percent (5%) of the organization's outstanding ownership interest.

Municipal Officer or Employee. Any elected or appointed officer, employee, volunteer, consultant, board member, committee member, or other individual serving the Town of Esopus, whether compensated or uncompensated.

Private Organization. Any corporation, partnership, limited liability company, sole proprietorship, association, not-for-profit corporation, trust, or other nongovernmental legal entity.

Relative. A spouse, domestic partner, parent, stepparent, child, stepchild, sibling, stepsibling, grandparent, grandchild, aunt, uncle, niece, nephew, first cousin, in-law, household member, or any person sharing a substantially similar familial relationship with the municipal officer or employee.

Town. The Town of Esopus, New York.

Town Board. The duly elected Town Board of the Town of Esopus.

§ 11-3. Applicability.

This Chapter shall apply to every municipal officer and employee of the Town.

This Chapter supersedes any prior Code of Ethics adopted by the Town.

The provisions of this Chapter shall be construed in conjunction with all applicable provisions of federal, state, and local law, including but not limited to Article 18 of the General Municipal Law.

Nothing contained herein shall be construed to diminish or supersede any stricter ethical standard imposed by state law.

In the event of any conflict between the terms of this Chapter and § 32-26 of the Code of the Town of Esopus, the terms of this Chapter shall supersede Town of Esopus Code Section 32-26.

§ 11-4. Use of Municipal Position.

No municipal officer or employee shall use, or attempt to use, their official position, title, authority, municipal resources, or confidential information to secure an unwarranted financial, material, or personal benefit for themselves, a Relative, or any private organization in which they have an interest.

Municipal authority shall never be exercised for personal advantage or to confer preferential treatment upon any individual or organization.

§ 11-5. Disclosure of Interests.

Whenever a matter requiring the exercise of discretion comes before a municipal officer or employee, whether individually or as a member of a board, and the disposition of that matter could reasonably result in a direct or indirect financial or material benefit to the officer or employee, a Relative, or any private organization in which they have an interest, the officer or employee shall promptly disclose the nature of that interest in writing.

The disclosure shall be made as soon as the conflict becomes known and before any participation in the matter.

For elected officials, disclosure shall be filed with the Town Board.

For employees, disclosure shall be filed with the employee's immediate supervisor or appointing authority.

For members of municipal boards, disclosure shall also be entered into the minutes of the meeting at which the matter is first considered.

Nothing contained herein shall relieve any municipal officer or employee of any disclosure obligation imposed by Article 18 of the General Municipal Law.

§ 11-6. Recusal and Abstention.

A municipal officer or employee shall not participate in the discussion, deliberation, recommendation, review, investigation, negotiation, approval, denial, or vote upon any matter in which they know, or reasonably should know, that they have an interest.

Recusal shall include abstention from all discussion, debate, recommendation, and voting relating to the matter.

The officer or employee shall physically leave the meeting room during consideration of the matter unless otherwise required by law.

If a matter cannot legally be delegated, or if recusal would prevent a quorum from acting, the provisions of Article 18 of the General Municipal Law and applicable common-law doctrines shall govern.

§ 11-7. Exceptions.

The disclosure and recusal provisions of §§ 11-5 and 11-6 shall not apply to:

1. Adoption of the Town's annual budget.
2. Matters affecting all municipal officers or employees equally.
3. Matters affecting the public generally.
4. Ministerial acts requiring no exercise of discretion.

Recusal shall likewise not be required where participation is permitted by the Rule of Necessity recognized under New York law.

§ 11-8. Investments.

No municipal officer or employee shall knowingly acquire or maintain any financial investment that creates a continuing conflict with the proper discharge of official duties.

This provision shall not prohibit ownership of:

- a primary residence;
- real property located within the municipality including non-primary residential property used for personal or investment purposes;
- publicly traded securities representing less than five percent (5%) ownership of a corporation;
- mutual funds;
- retirement accounts; or
- municipal obligations lawfully acquired.

§ 11-9. Private Employment.

No municipal officer or employee shall engage in outside employment or business activities that:

A. conflict with the proper discharge of official duties;

B. require recurring recusal from municipal matters;

C. require disclosure or misuse of confidential municipal information;

D. violate Article 18 of the General Municipal Law; or

E. require representation of private interests before the Town.

§ 11-10. Future Employment.

No municipal officer or employee shall seek, negotiate for, or accept future employment where doing so would impair the impartial performance of municipal duties.

For a period of two years following separation from municipal service, no former municipal officer or employee shall appear before the Town on any matter over which they exercised personal discretion during municipal service.

Nothing in this section shall prohibit an individual from appearing on their own behalf in matters affecting their personal rights.

§ 11-11. Personal Representation.

Nothing contained in this Chapter shall prohibit a municipal officer or employee from:

A. representing themselves, or a Relative before the Town; or

B. asserting any lawful claim against the Town on behalf of themselves, or a Relative.

§ 11-12. Use of Municipal Resources.

Municipal property, personnel, equipment, facilities, vehicles, supplies, information systems, and financial resources shall be used solely for lawful municipal purposes.

No municipal officer or employee shall use or permit the use of municipal resources for personal or private benefit except:

A. as authorized by law or Town policy;

B. when the resource is provided as part of the officer's or employee's compensation;

C. for occasional and incidental personal use that does not interfere with municipal operations, create additional public expense, or violate any Town policy.

No municipal officer or employee shall authorize or incur expenditures for transportation, lodging, meals, or other official travel expenses beyond those reasonably necessary for the conduct of municipal business.

§ 11-13. Interests in Municipal Contracts.

No municipal officer or employee shall have an interest in any contract prohibited by Article 18 of the General Municipal Law.

Every municipal officer and employee shall disclose interests in municipal contracts in the manner required by §803 of the General Municipal Law.

Nothing contained in this Chapter shall be construed to authorize any interest prohibited by State law.

§ 11-14. Nepotism.

Except as otherwise expressly authorized by law:

A. No municipal officer or employee shall participate in any decision to appoint, hire, promote, discipline, evaluate, supervise, compensate, or terminate a Relative.

B. No municipal officer or employee shall directly supervise a Relative.

C. Nothing contained herein shall prohibit a Relative from serving the Town when the appointment is otherwise lawful and no prohibited participation or supervision exists.

§ 11-15. Political Activity.

Nothing contained in this Chapter shall prohibit any municipal officer or employee from exercising rights protected by the United States Constitution, the Constitution of the State of New York, or applicable law.

However, no municipal officer or employee shall:

A. directly or indirectly solicit, coerce, or intimidate any subordinate officer or employee to make a political contribution or perform political services;

B. condition employment, promotion, discipline, compensation, or any employment action upon political support or political activity;

C. use municipal resources for partisan political purposes except as expressly authorized by law.

§ 11-16. Confidential Information.

A municipal officer or employee shall not disclose, use, or permit the use of confidential information acquired by virtue of municipal service for personal benefit or for the benefit of any other individual or organization unless disclosure is required by law or is necessary in the performance of official duties.

The obligations of this section shall survive separation from municipal service.

§ 11-17. Gifts.

No municipal officer or employee shall solicit, accept, or receive any gift prohibited by §805-a of the General Municipal Law.

No municipal officer or employee shall directly or indirectly solicit any gift from any person or entity doing business with, seeking action from, or regulated by the Town.

No municipal officer or employee shall knowingly accept any gift or series of gifts having an aggregate value of more than seventy-five dollars ($75.00) within any twelve-month period when:

A. the gift is intended to influence official action;

B. the gift could reasonably be expected to influence official action; or

C. the gift constitutes a reward for official action.

The following shall not constitute prohibited gifts:

1. gifts to the Town;
2. customary family gifts;
3. modest ceremonial gifts;
4. promotional items of nominal value;
5. publicly presented awards; and
6. meals or refreshments provided to all participants at educational or professional conferences attended in an official capacity.

§ 11-18. Board of Ethics.

A. Establishment.

The Town Board is hereby authorized to establish a Board of Ethics for the Town of Esopus.

The Board shall consist of a standing roster of five (5) members appointed by the Town Board but shall convene and conduct business only when the Town Board determines that an ethics complaint, request for an advisory opinion, or other matter arising under this Chapter requires review.

B. Appointment.

The Board shall consist of five (5) members appointed by resolution of the Town Board. Members shall serve staggered terms of five (5) years.

Upon the initial appointment of the Board, the Town Board shall designate the terms of the five members so that one member shall serve an initial term of one (1) year, one member an initial term of two (2) years, one member an initial term of three (3) years, one member an initial term of four (4) years, and one member an initial term of five (5) years. Thereafter, each successor shall be appointed for a term of five (5) years, so that one term expires each year. Appointments or reappointments for an expiring term may be made at the Town Board's annual organizational meeting.

A vacancy occurring before the expiration of a term shall be filled by the Town Board for the remainder of the unexpired term. A member may be reappointed to successive terms. All members shall serve at the pleasure of the Town Board consistent with §808 of the General Municipal Law.

A majority of the members shall not be officers or employees of the Town.

At least one member shall be an elected or appointed officer or employee of the Town.

Members shall serve without compensation. The Board shall meet only when constituted to consider a matter within its jurisdiction under this Chapter.

C. Jurisdiction.

The Board may:

1. receive ethics complaints;
2. determine whether a complaint alleges a potential violation of this Chapter;
3. conduct such investigation as it deems appropriate;
4. request voluntary production of records or information;
5. interview witnesses who voluntarily agree to participate;
6. issue advisory opinions upon written request of any Town officer or employee;
7. prepare written findings of fact;
8. recommend corrective action or disposition to the Town Board; and
9. recommend amendments to this Chapter.

The Board shall possess no subpoena power and shall have no authority to impose discipline, penalties, fines, removal from office, or any other sanction.

D. Legal Counsel.

The Town Board may appoint independent legal counsel to advise the Board whenever appropriate.

If no independent counsel is appointed, the Town Attorney may advise the Board provided no conflict of interest exists.

E. Meetings.

The Board shall meet only as necessary to perform its assigned responsibilities.

Meetings shall be conducted in accordance with applicable provisions of the Open Meetings Law.

Nothing contained herein shall prevent the Board from entering executive session when authorized by law.

F. Recommendations.

Following completion of its review, the Board shall issue a written report to the Town Board summarizing:

- the facts considered;
- the provisions of this Chapter involved;
- advisory opinions, if requested;
- findings; and
- recommendations.

The report shall be advisory only.

The Town Board or other appointing authority shall retain all disciplinary authority authorized by law.

§ 11-19. Distribution of Code.

The Town Supervisor shall ensure that this Chapter is publicly posted as required by law.

The Town Clerk shall maintain the official copy of this Chapter and shall distribute copies to every municipal officer and employee upon commencement of service and whenever this Chapter is amended.

Each officer and employee shall acknowledge receipt in writing.

Failure to receive or acknowledge receipt shall not affect the applicability or enforceability of this Chapter.

§ 11-20. Enforcement.

A violation of this Chapter may constitute grounds for disciplinary action, censure, removal, suspension, or any other remedy authorized by law.

Nothing contained herein creates an independent cause of action or expands the disciplinary authority otherwise provided by law.

The Town Board or other lawful appointing authority shall retain exclusive authority to impose discipline consistent with applicable law.

Nothing herein limits enforcement by any other governmental agency possessing jurisdiction.

§ 11-21. Effective Date.

This Local Law shall take effect immediately upon filing with the Secretary of State pursuant to the Municipal Home Rule Law.

SUPERVISOR ROSCOE PECORA MADE A MOTION TO AUTHORIZE PROCEEDING WITH THE LOCAL LAW ADOPTION PROCESS FOR THE PROPOSED TOWN OF ESOPUS CODE OF ETHICS, SUBJECT TO RESOLUTION OF INTRODUCTION, REQUIRED PUBLIC HEARING, AND FINAL APPROVAL BY THE TOWN BOARD. COUNCILMAN PAUL BROOKS SECONDED THE MOTION.

VOTE RESULTS:

Supervisor Roscoe Pecora	**AYE**
Councilman Evelyn Clarke	**NO**
Councilman Jared Geuss	**AYE**

Councilman Paul Brooks	**AYE**
Councilman Stephanie Yeh	**AYE**

VOTE: 4 AYE , 1 NO.

TOWN OF ESOPUS TRANSITION OF GOVERNMENT ADMINISTRATION CODE

Chapter 40

Transition and Continuity of Government

§ 40-1. Purpose.

The purpose of this chapter is to ensure the orderly, lawful, efficient, and transparent transition of authority, responsibilities, records, property, and resources whenever a newly elected or appointed officer, deputy, employee, or volunteer assumes, vacates, or leaves office or position, and to establish a uniform process for documenting the transfer of Town assets and responsibilities.

§ 40-2. Continuity; Town Property.

The continuity of government from one administration to the next, and from one public office or position to another, is essential to the effective operation of Town government and the services it provides to the citizens and residents of the Town. All records, property, equipment, funds, passwords, electronic systems, and other resources acquired, used, or maintained in connection with Town business are property of the Town of Esopus and not of any individual officer, employee, appointee, deputy, or volunteer.

§ 40-3. Objectives.

This chapter seeks to achieve the following objectives:

A. Creation of a process for the transition of government administration from one public officer to another following an election.

B. Codification of the legal obligations of outgoing and incoming public officers.

C. Efficient and complete transfer of all books, records, papers, money, and property in the possession of a public officer.

D. Efficient, complete, and accurate transfer of all electronic records maintained by the Town, its officers, employees, and volunteers.

E. Efficient, complete, and accurate transfer of passwords, encryption keys, and information required to access any email accounts, electronic records, online services, electronic services, portals, or other Town accounts.

F. Provision of penalties for failure to comply with the requirements of this chapter.

§ 40-4. Applicability.

This chapter applies to all Town officers, employees, deputies, appointees, volunteers, and any individual having custody or control of Town property, equipment, funds, electronic systems, passwords, encryption keys, email accounts, electronic records, online services, electronic portals, account access information, or other resources acquired, used, or maintained in connection with Town business.

§ 40-5. Definitions.

For purposes of this chapter:

A. "Account Access Information" means usernames, passwords, encryption keys, and other information necessary to access Town electronic systems, software, portals, services, or records.

B. "Technology Equipment" means any computer, mobile device, server, storage device, printer, copier, security system, software, key fobs, or any other electronic equipment or device owned, leased, or used by the Town.

C. “Department Head” means the elected or appointed officer responsible for the administration of a Town department, including but not limited to the Supervisor, Town Clerk, Highway Superintendent, Tax Collector, Assessor, Building Department Head, and Water/Sewer Department Head.”

D. "Transition Checklist" means the written inventory and certification required by § 40-9 of this chapter identifying the records, accounts, information, equipment, keys, property, and other Town resources to be transferred in connection with a change in office or position.

E. "Transition Coordinator" means the individual designated by the Town Board to coordinate the transition process required by this chapter in consultation with the Town Clerk, Town Supervisor, contracted information-technology provider, and other appropriate Town officials. If that individual is unavailable, has a conflict of interest, is directly involved in the transition, or the office is vacant, the Town Board shall designate another Town officer or employee to serve as Transition Coordinator for that transition.

§ 40-6. Preparation of Newly Elected Officials.

Newly elected officials are encouraged to participate in training programs offered by the New York State Office of the State Comptroller, the Association of Towns, the New York State Municipal Insurance Reciprocal (NYMIR), and Town-sponsored compliance, records management, cybersecurity, workplace violence, and sexual harassment training. Outgoing officials and department heads should provide reasonable opportunities for participation and knowledge transfer whenever practicable.

§ 40-7. Technology Equipment.

A. On or before December 10 of each year, each Department Head shall file with the Town Clerk an inventory of Technology Equipment assigned to the department and identify equipment added, removed, or disposed of during the preceding year.

B. No Technology Equipment shall be acquired, removed, or disposed of between November 1 and December 31 except to replace failed equipment, fulfill an existing contractual obligation, or upon expiration of a lease agreement. Any such acquisition, removal, or disposal shall require written approval by the appropriate Department Head, Town Supervisor, or Town Board, as applicable.

§ 40-8. Account Access and Electronic Systems.

A. All Town electronic systems, accounts, and data are the property of the Town.

B. All Account Access Information shall be provided to the Town Supervisor and Town Clerk upon creation and updated whenever changed.

C. Departing officers, employees, appointees, and volunteers shall ensure that all Account Access Information is transferred prior to separation from service.

D. The Town's contracted information-technology provider shall safeguard and maintain, in coordination with the Town Supervisor and Town Clerk, a confidential, current inventory of Town electronic accounts and access credentials to the fullest extent permitted by law.

§ 40-9. Transfer of Records and Property.

A. Outgoing officers, employees, appointees, deputies, and volunteers shall transfer to the Town or their successor, as applicable, all documents, records, papers, funds, property, electronic records, databases, email records, digital employee profile accounts, passwords, PIN codes, keys, identification cards, and other physical Town property, and any other materials relating to the office or position prior to expiration of their term or separation from service.

B. Following any election resulting in a change in a Town elected office, a transition process shall be conducted during December. The process shall include written notice, a Transition Checklist, a transition meeting, transfer of Town property and records, coordination of electronic access, and final certification.

C. Initial Transition Notice. Within ten (10) business days after certification of the election results by the appropriate Board of Elections, the **Transition Coordinator** shall provide written notice to the outgoing and incoming officers by electronic mail and First-Class Mail. The notice shall include the Transition Checklist and propose a December date for the transition meeting, transfer of property, and coordination with the Town's contracted information-technology provider.

D. Transition Checklist. The **Transition Coordinator** shall provide a Transition Checklist identifying, where applicable:

(1) Official books, files, correspondence, reports, policies, procedures, contracts, and other records;

(2) Electronic files, databases, shared drives, Town email, websites, social-media accounts, software, portals, subscriptions, and other electronic resources;

(3) Computers, mobile devices, storage devices, and other Technology Equipment;

(4) Keys, key fobs, identification or access cards, and authorized access codes;

(5) Account Access Information, to be transferred or reset securely through the Town's information-technology provider or other authorized representative;

(6) Town vehicles, credit or purchasing cards, fuel cards, equipment, tools, supplies, funds, financial records, and other Town property; and

(7) Pending projects, contracts, grants, claims or litigation, deadlines, meetings, required filings, and other time-sensitive matters necessary for continuity of the office;

(8) Any item that is missing, inaccessible, damaged, or otherwise unavailable shall be identified on the checklist.

E. Pre-Transition Preparation. No later than five (5) business days before the transition meeting, the outgoing officer shall review the Transition Checklist and identify the records, accounts, equipment, property, and other items to be transferred, including any outstanding or unavailable items.

F. Transition Meeting. During December, and before the outgoing officer's term expires whenever practicable, the outgoing and incoming officers shall meet with the **Transition Coordinator** to review the Transition Checklist, transfer Town records and property, and identify outstanding matters. The Town's information-technology provider shall participate as necessary to prepare electronic services for the incoming officer and preserve, transfer, disable, reset, or secure the outgoing officer's Town accounts.

G. Pre-Term Limitations. Nothing in this chapter authorizes an incoming officer, before commencement of the incoming officer's term, to exercise the authority of the office, direct Town employees, expend Town funds, or access confidential information not otherwise authorized by law.

H. Final Transfer. Unless otherwise required by law, all remaining Town records and property shall be delivered to the Town or successor no later than expiration of the outgoing officer's term. Electronic access shall be transferred, reset, or secured so that appropriate access is available upon assumption of office.

I. Certification of Completion. Within ten (10) business days following the transfer of office or separation from service, the applicable outgoing and incoming officers or Town representatives shall certify that the required transfer has been completed or identify any outstanding items. The **Transition Coordinator** shall ensure that the completed Transition Checklist and certification are filed with the Town Clerk.

J. Vacancies and Unanticipated Separations. When resignation, removal, death, appointment, or another circumstance prevents compliance with the above schedule, the **Transition Coordinator**, in consultation with the Town Supervisor and Town Clerk, shall initiate the transition process as soon as practicable and establish reasonable equivalent deadlines.

K. Nothing in this chapter shall limit any right or remedy otherwise available under law. Failure or refusal to transfer Town books, records, papers, money, property, or other materials belonging or appertaining to a public office may subject the responsible party to the remedies authorized by New York Public Officers Law § 80 and any other applicable law.

§ 40-10. Standard Transition Notice.

The notice required by § 40-9(C) shall be substantially in the following form and may be modified to reflect the particular office or circumstances:

TOWN OF ESOPUS
NOTICE OF TRANSITION AND REQUIRED TRANSFER

Date: _____

To: [Outgoing Officer] and [Incoming Officer]
Office: _____
Incoming Term Begins: _____

Chapter 40 of the Town of Esopus Code requires an orderly transfer of Town records, property, electronic resources, and pending responsibilities when an elected office changes hands.

Enclosed is the Transition Checklist for this office. The outgoing officer shall review the checklist and identify the applicable Town records, accounts, equipment, keys, electronic resources, pending matters, and other Town property to be transferred, including any item that is missing or unavailable.

Proposed Transition Meeting:
Date: _____
Time: _____
Location: _____

The outgoing officer shall review the checklist no later than five (5) business days before the meeting. At the meeting, the outgoing and incoming officers shall review the checklist, transfer applicable Town property and records, and identify any outstanding matters. Electronic accounts and access shall be coordinated securely through the Town's information-technology provider.

All remaining Town records and property shall be transferred no later than expiration of the outgoing officer's term unless otherwise required by law. The completed Transition Checklist and certification shall thereafter be filed with the Town Clerk as required by Chapter 40.

Questions concerning the transition should be directed to the **Transition Coordinator**.

Town of Esopus

By: _____
Transition Coordinator / Authorized Representative
Date: _____

§ 40-11. Transition Checklist Form.

The following standard checklist may be supplemented as necessary for the particular office:

Office: _____
Outgoing Officer: _____
Incoming Officer: _____
Transition Meeting Date: _____

For each applicable category, indicate: Transferred / Not Applicable / Outstanding.

- □ Official books, files, correspondence, reports, policies, and procedures
- □ Pending matters, projects, and time-sensitive deadlines
- □ Contracts, grants, applications, claims, and litigation information
- □ Electronic files, databases, shared drives, and cloud storage
- □ Town email and other electronic accounts
- □ Websites, social-media accounts, software, portals, and subscriptions
- □ Computers, mobile devices, storage devices, and other Technology Equipment
- □ Keys, key fobs, identification/access cards, and authorized access codes
- □ Account Access Information coordinated securely through the Town's IT provider
- □ Town vehicles, equipment, tools, and supplies
- □ Credit/purchasing cards, fuel cards, funds, and financial records
- □ Calendars, scheduled meetings, required filings, and recurring obligations
- □ Necessary agency, vendor, consultant, and professional contacts
- □ Other Town property or information: _____

OUTSTANDING ITEMS / FOLLOW-UP REQUIRED:

_____

_____

CERTIFICATION

The undersigned certify that, to the best of their knowledge, this checklist accurately identifies the Town records, property, Technology Equipment, Account Access Information, and other materials transferred or remaining outstanding. A signature confirms the status recorded and does not constitute acceptance of personal responsibility for an item identified as missing or outstanding.

Outgoing Officer/Representative: _____ Date: _____

Incoming Officer/Representative: _____ Date: _____

Transition Coordinator: _____ Date: _____

Received for filing by Town Clerk: _____ Date: _____

§ 40-12. Penalties.

Any person subject to this chapter who violates its provisions may be subject to corrective action, administrative discipline, removal from an appointed position where authorized by law, referral for civil enforcement, and referral to law enforcement where appropriate.

§ 40-11. Effective Date.

This chapter shall take effect immediately upon its adoption by the Town Board of the Town of Esopus and filing in accordance with the Municipal Home Rule Law and any other applicable provisions of law.

SUPERVISOR ROSCOE PECORA MADE A MOTION TO AUTHORIZE PROCEEDING WITH THE LOCAL LAW ADOPTION PROCESS FOR THE PROPOSED TOWN OF ESOPUS TRANSITION OF GOVERNMENT ADMINISTRATION CODE, SUBJECT TO RESOLUTION OF INTRODUCTION, REQUIRED PUBLIC HEARING, AND FINAL APPROVAL BY THE TOWN BOARD. COUNCILMAN PAUL BROOKS SECONDED THE MOTION.

VOTE RESULTS:

Supervisor Roscoe Pecora	**AYE**
Councilman Evelyn Clarke	**NO**
Councilman Jared Geuss	**AYE**
Councilman Paul Brooks	**AYE**
Councilman Stephanie Yeh	**AYE**

VOTE: 4 AYE , 1 NO

TOWN OF ESOPUS RESOLUTION
ADOPTING LOCAL LAW 1 of 2026 TO OVERRIDE THE TAX LIMIT
ESTABLISHED IN GENERAL MUNICIPAL LAW 3-C
2027 Property Tax Cap Override

BE IT RESOLVED, by the Town Board of the Town of Esopus, in the County of Ulster, State of New York, as follows:

WHEREAS, Local Law No. 1 of the year 2026, Town of Esopus, a local law to override the tax levy limit established in General Municipal Law 3c, was introduced on September 1, 2026, and a Public Hearing was held on September 17, 2026, at 5:00 pm in accordance with the Law, and

WHEREAS, each Town Board member received a copy of said Local Law No. 1 on September 1, 2026, and

WHEREAS, this local law is adopted pursuant to General Municipal Law §3-c(5), which expressly authorizes the Town Board to override the tax levy limit through adoption of a local law approved by at least sixty percent (60%) of the total voting power of the Town Board; and

WHEREAS, adoption of this local law preserves the Town Board's authority to adopt a budget for fiscal year 2027 that may require a real property tax levy exceeding the statutory limit, without establishing the final tax levy or obligating the Town Board to exceed the tax cap; and

WHEREAS, the Town Board has considered the proposed local law and the public comments received during the September 17, 2026, public hearing, and recognizes that adoption of the local law preserves the Town's budgetary options while the final 2027 budget remains under consideration; and

WHEREAS, the Town Board has reviewed the proposed adoption of Local Law No. 1 of 2026 pursuant to the New York State Environmental Quality Review Act (SEQRA) and its implementing regulations, 6 NYCRR Part 617, and finds that the proposed local law concerns routine municipal fiscal administration and does not itself authorize any construction, physical alteration, land-use change, or other activity that may affect the environment; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Esopus hereby classifies the adoption of Local Law No. 1 of 2026 as a Type II action pursuant to 6 NYCRR §617.5(c)(26) and (33), and determines that no further environmental review is required under SEQRA; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Esopus hereby adopts Local Law No. 1 of 2026, entitled "A Local Law Authorizing a Property Tax Levy in Excess of

the Limit Established in General Municipal Law §3-c," for fiscal year 2027, in the form attached hereto and made a part hereof, which shall take effect immediately upon filing with the Secretary of State.

Offered by: Supervisor Roscoe Pecora

Seconded by: Councilman Stephanie Yeh

The foregoing resolution was put to a vote of the Town Board, with the following results:

Supervisor Roscoe Pecora	**AYE**
Councilman Evelyn Clarke	**AYE**
Councilman Jared Geuss	**AYE**
Councilman Paul Brooks	**AYE**
Councilman Stephanie Yeh	**AYE**

Resolution duly adopted.

SCHEDULE ADDITIONAL WORKSHOP

SUPERVISOR ROSCOE PECORA MOVED TO SCHEDULE A TOWN BOARD WORKSHOP MEETING TO IMMEDIATELY FOLLOW THE 2027 PROPOSED BUDGET PUBLIC HEARING ON OCTOBER 27, 2026. COUNCILMAN JARED GEUSS SECONDED THE MOTION. ALL MEMBERS FAVORED THE MOTION; IT CARRIED.

Town Board Liaison Updates

Councilman Paul Brooks:

Planning Board & Zoning Board Meet next week

REV 250 Mural underway at Robert Graves School. The 60–90-minute bus tour,15 seats, with 39 points of interest, will occur Sat 10/24 at 10 am. UCAT is providing the bus courtesy of the County Executive and her staff.

Councilman Evelyne Clarke:
Environmental board has not met

Court **–** Everything is going well with the new Justice

Councilman Jared Geuss
Highway report was already shared by the supervisor

Water/Sewer- Green Meadows has completed the installation of the 12' pipe on Broadway. Arold Construction is working on the project on East Stout; everything is running smoothly. The engineer planning grant was submitted and approved for the sewer study, with hopes of securing a larger grant in the future. Streamside Farms has been connected and tied into the system, and testing is complete. Lakeshore Villa development: any time you have a waste line with an average of 25,000 gallons, it needs to be sent to DEC for approval. Nick Butler drafted and sent the approval request; help keep that project moving.

Since there are so many Capital Improvement Projects in the district. Research will be done to see how we can share information with the public, either on the bill or in an insert, showing the capital improvements for the water/sewer district and the percentage of the bill that applies to the water tank and main projects.

WAB – The group is currently alternating Chair duties since there is no Chair.

Paul Brooks added he noticed Central Hudson was installing a gas line under the creek by the S-curve. He asked the foreman what they were doing and if he knew it was a Superfund site. The next day, Paul reported it to the DEC to ensure they were doing it properly and had the proper permits. Paul said he felt it was his responsibility to ensure it was being handled properly.

Councilman Stephanie Yeh:
Assessor – preparing for the SCAR hearing and the upcoming Board of Assessment Review meeting.

Bookkeeper – Busy working on the budget. The public hearing is scheduled for 10/27/26.

Town Clerk – Has worked with Susan Koppenhaver at the Ulster County Office of the Aging for several years, scheduling senior programs at the community center. Susan is arranging to provide a 72-inch TV for senior programs. The Office of the Aging provides programs like Ti Chi, an AARP driver's course, Bingocize, and a wide host of programming that will be available to seniors through the TV. Town Clerk Holly Netter will work with Kathy Quick to offer additional programs on cooking, travel, etc.

Final quarter of water bill collection. Reminder: bills are due 11/2; the last payments accepted are 11/6; any payments received after the 6th will be returned, and outstanding balances will be re-levied to the 2027 taxes.

Supervisor Roscoe Pecora:
Buildings & Grounds: Dan Vedder will retire on 10/23 and return on 10/27 as a laborer. Ed Clark will transition to become the department head. A dead tree was removed from Town property.

The supervisor will follow up with Jordan Goldburg at Esopus Barns and Joan Burroughs regarding plans for the visitor center.

Building Inspector informed us that Hudson House is interested in the property across the street. Supervisor Pecora offered assistance in any way and believes there is a tourism opportunity.

Parks & Rec is trying to get the pavilion up. Highway will stone and do the blacktop. They will then bring in the company to erect the pavilion. Hoping to accomplish before the winter so they are ready to rent in the spring.

The gate is on order for Sleightsburgh Spit. Central Hudson requested that its location move slightly. Solite, which was previously approved, will be installed in the spring using escrow funds. Frustrating, still waiting on the camera from Liberty Security at Sleightsburgh Spit.

Waiting on the scale at the transfer station to arrive.

We will address the bathrooms at Freer Park in the spring.

Trunk of Treat 10/31/26 1-3 pm

ADMINISTRATIVE DIRECTIVE

Date: October 13, 2026
To: All Town of Esopus Department Heads and Employees
From: Roscoe T. Pecora, Town Supervisor
Subject: Immediate Implementation of No-Spend / Austerity Budget Measures

Effective Immediately

All departments within the Town of Esopus are hereby directed to operate under a no-spend / austerity budget until further notice.

Effective immediately, all departmental expenditures must be restricted to essential operational needs. Any purchase or expenditure exceeding $200 must receive prior approval from the Town Supervisor before an order is placed, a service is authorized, or a financial commitment is made.

Department heads are responsible for ensuring compliance with this directive and for reviewing all anticipated expenditures carefully. Departments should defer nonessential purchases and discretionary spending wherever possible.

This directive is intended to strengthen fiscal oversight, promote responsible management of Town resources, and maintain essential municipal services while limiting unnecessary expenditures.

All department heads and employees are expected to comply with these requirements immediately. Questions regarding the authorization of expenditures should be directed to the Town Supervisor.

Thank you for your cooperation and attention to this matter.

COUNCILMAN BROOKS MADE A MOTION IN SUPPORT OF THE SPEND FREEZE/ AUSTERITY BUDGET. COUNCILMAN STEPHANIE YEH SECONDED THE MOTION; ALL MEMBERS PRESENT SUPPORTED THE MOTION.

Councilman Jared Geuss suggested the Supervisor call department heads, such as Highway and Water, to clarify the request and ensure they understand the directive. Supervisor Pecora agreed to call. The Supervisor said needs will be met; they don't want optional purchases and may be able to wait until 2027.

Supervisor Pecora added that we are $850,000 short in revenues; Fuel/Diesel and the cost of road salt are up 67%.

BUDGET ADJUSTMENTS OCTOBER 2026

Be It Resolved by the Town Board of the Town of Esopus, County of Ulster, as follows:

Whereas the Town of Esopus has been presented with budget adjustments, which the Town Board has examined and approved.

Therefore, Be It Resolved that the following budget adjustments be approved for payment

SS.0599.000 fund balance	to	Cemeteries	AO.8810.400	$1,508.00
		Water Chestnut	AO.7143.400	$ 973.06

Offered by: **Supervisor Roscoe Pecora**
Seconded by: **Councilman Stephanie Yeh**

Supervisor Roscoe Pecora	**AYE**
Councilman Evelyn Clarke	**AYE**
Councilman Jared Geuss	**AYE**
Councilman Paul Brooks	**AYE**
Councilman Stephanie Yeh	**AYE**

Resolution duly adopted.

RESOLUTION AUTHORIZING PAYMENT OF BILLS OCTOBER 2026

BE IT RESOLVED by the Town Board of the Town of Esopus, County of Ulster, as follows:

WHEREAS, the Town of Esopus has been presented with vouchers for payment, and these vouchers have been examined and approved by the Town Board,

THEREFORE, BE IT RESOLVED that the following vouchers be approved for payment**:**

GENERAL FUND	261382-261421	$49,288.11
HIGHWAY FUND	262197-262222	$83,982.79
STREETLIGHTS		
PORT EWEN SEWER FUND	263133 - 263141	$9,798.59
PORT EWEN WATER	264165 - 264181	$11,226.48
Capital Water	265020-265024	$140,747.00
ESCROW	268010-268012	$15,253.58
Total		$310,296.55

Offered by: **Supervisor Roscoe Pecora**

Seconded by: **Councilman Stephanie Yeh**

Supervisor Roscoe Pecora	**AYE**
Councilman Evelyn Clarke	**AYE**
Councilman Jared Geuss	**AYE**
Councilman Paul Brooks	**AYE**
Councilman Stephanie Yeh	**AYE**

Resolution duly adopted.

TOWNWIDE HALLOWEEN CURFEW

Halloween falls on a weekend this year; the curfew is usually 7:00 pm, but since it is a weekend, it will extend to 7:30 pm, as it did last year.

SUPERVISOR PECORA MOVED TO SET THE HALLOWEEN CURFEW FOR OCTOBER 31, 2025, AT 7:30 PM. COUNCILMAN JARED GEUSS SECONDED THE MOTION; ALL MEMBERS PRESENT FAVORED IT. THE MOTION CARRIED.

EXECUTIVE SESSION INTERVIEW ZBA CANDIDATE

SUPERVISOR ROSCOE PECORA MOVED TO ENTER EXECUTIVE SESSION AT 8:12 PM TO INTERVIEW A CANDIDATE FOR A VACANT POSITION ON THE ZONING BOARD OF APPEALS. COUNCILMAN JARED GEUSS SECONDED THE MOTION. ALL MEMBERS PRESENT FAVORED THE MOTION; MOTION CARRIED.

SUPERVISOR PECORA MOVED TO EXIT EXECUTIVE SESSION AT 9 PM. COUNCILMAN STEPHANIE YEH SECONDED THE MOTION. ALL MEMBERS PRESENT WERE IN FAVOR; MOTION CARRIED.

COUNCILMAN EVELYN CLARKE MOVED TO AMEND THE EXECUTIVE SESSION TO INCLUDE A DISCUSSION RELATING TO PARTICULAR EMPLOYEES' EMPLOYMENT HISTORY. MOTION SECONDED BY COUNCILMAN STEPHANIE YEH. ALL MEMBERS PRESENT FAVORED THE MOTION; MOTION CARRIED.

COUNCILMAN EVELYN CLARKE MOVED TO AUTHORIZE THE SUPERVISOR TO CONSULT WITH COUNCIL OF MCCABE, COLEMAN VENTOSA & PATTERSON PLLC, AND TAKE ANY ACTION DEEMED NECESSARY. COUNCILMAN STEPHANIE YEH SECONDED THE MOTION. ALL MEMBERS PRESENT FAVORED THE MOTION; MOTION CARRIED.

ACTION:

COUNCILMAN EVELYN CLARKE MADE A MOTION TO APPOINT LORINE KARABEC TO THE ZBA WITH A TERM TO EXPIRE 12/31/2026.COUNCILMAN PAUL BROOKS SECONDED THE MOTION. ALL MEMBERS PRESENT FAVORED THE MOTION; IT CARRIED.

Next Town Board Workshop is scheduled for Tuesday, October 27, 2026
Calendar of meetings at Town Hall, 1 Town Hall Way, Ulster Park, NY

10.27.26	Public Hearing followed by Town Board	**6:00pm**
10.31.26	Trunk or Treat	**1-3pm**
11.3.26	Waterfront Advisory Board	**7:00pm**
11.5.26	Town Board Workshop	**7:00pm**
11.9.26	Seniors Meeting	**1:00pm**
11.10.26	Water and Sewer Board	**7:00pm**
11.11.26	Recreation Commission	**7:00pm**
11.16.26	Planning Board	**7:30pm**
11.17.26	Zoning Board of Appeals	**7:00pm**
11.18.26	Environmental Board	**7:00pm**
11.19.26	Town Board Meeting	**7:00pm**
11.23.26	Seniors Meeting	**1:00pm**

AJOURNMENT

COUNCILMAN EVELYN CLARKE MADE A MOTION TO CLOSE THE MEETING AT 9:10 P.M. COUNCILMAN JARED GEUSS SECONDED THE MOTION. ALL THE MEMBERS PRESENT WERE IN FAVOR, AND THE MOTION CARRIED.

Respectfully Submitted,
Holly A. Netter
Town Clerk, RMC