

MAYOR

Brian Marsh
Harbour

Kalogridis

VILLAGE CLERK

Timothy Lane

Don Handerhan

VILLAGE OF MENANDS



TRUSTEES

Molly

Nicholas

Lisa Neuman

Regular Village Board Meeting

January 20, 2026

The regular semi-monthly meeting of the Board of Trustees of the Village of Menands, held on Tuesday, January 20, 2026, called to order by Mayor Brian Marsh at 6:00 P.M.

PRESENT:

Brian Marsh, Mayor

Molly Harbour, Trustee

Nicholas Kalogridis, Trustee - Absent

Timothy Lane, Trustee

Lisa Neuman, Trustee

Donald Handerhan, Village Clerk

Mary Jane Vredenburg, Village Treasurer

Stephen Rehfuss, Village Attorney - Virtual

Michael Hagmann, DPW Superintendent

Also attending: Bill Garvey, Mark Carnegie, Jason Carnegie, Ted Donner, LaBella, Diane MacFarland

Virtual attendance: Mike & Susan MacKay, Kathy Mosca

The Mayor led the Pledge of Allegiance and stated that he is recording this meeting.

Mayor Marsh advised the Board that Dr. Wusheng Yin is currently in negotiations to purchase the property located at 93 Broadway and intends to relocate his company, YINCAE Advanced Materials, LLC, to that location. In order to operate at 93 Broadway, YINCAE Advanced Materials, LLC will be required to obtain a Special Use Permit. Dr. Yin was present to provide a presentation to the Board regarding the proposed use of the building. A public hearing will be required prior to any approval of the Special Use Permit.

Dr Wusheng Yin, gave a present for the use of the building:

On behalf of YINCAE Advanced Materials, LLC, I hereby submit the enclosed application materials requesting a Special Permit for the property located at 93 Broadway, Menands, New York, in accordance with the Village of Menands Zoning Law.

Project Description and Zoning Compliance Statement

YINCAE, LLC proposes to utilize the existing building at 93 Broadway for research and development, laboratory, light manufacturing, and associated office use. The proposed use is confined entirely within the existing structure and does not involve any expansion of the building footprint, increase in building height, or exterior site alterations.

The proposed use is customary, incidental, and compatible with other commercial and industrial uses within the Broadway corridor and is designed to operate in a manner that will not be detrimental to neighboring properties or the surrounding zoning district.

Operations will be conducted indoors only and will not generate excessive noise, vibration, glare, fumes, odors, or emissions beyond those customarily associated with permitted non-retail commercial or light industrial uses. All materials used or stored on site will be handled in compliance with applicable local, state, and federal safety and environmental regulations. Safety Data Sheets (SOS) are included for review.

The project will not adversely affect traffic conditions, as traffic generation is limited to employees and routine service or delivery vehicles. Existing curb cuts, access points, and on-site parking are adequate to support the proposed use, and no changes to traffic circulation are

proposed.

The proposed use will not place undue demand on municipal services or utilities, and existing public infrastructure is sufficient to support the operation. The project does not involve residential occupancy, public assembly, late-night operations, or retail activity.

Based on the submitted Environmental Assessment Form (EAF), the proposed action will not result in any adverse environmental impacts.

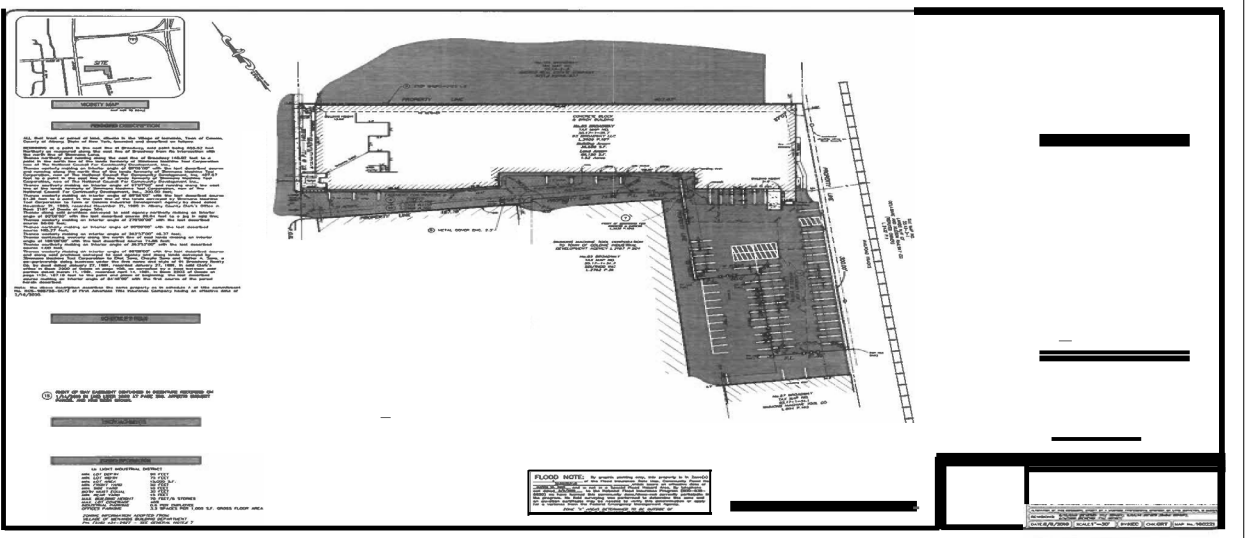
Accordingly, the proposed use satisfies the standards for issuance of a Special Permit by:

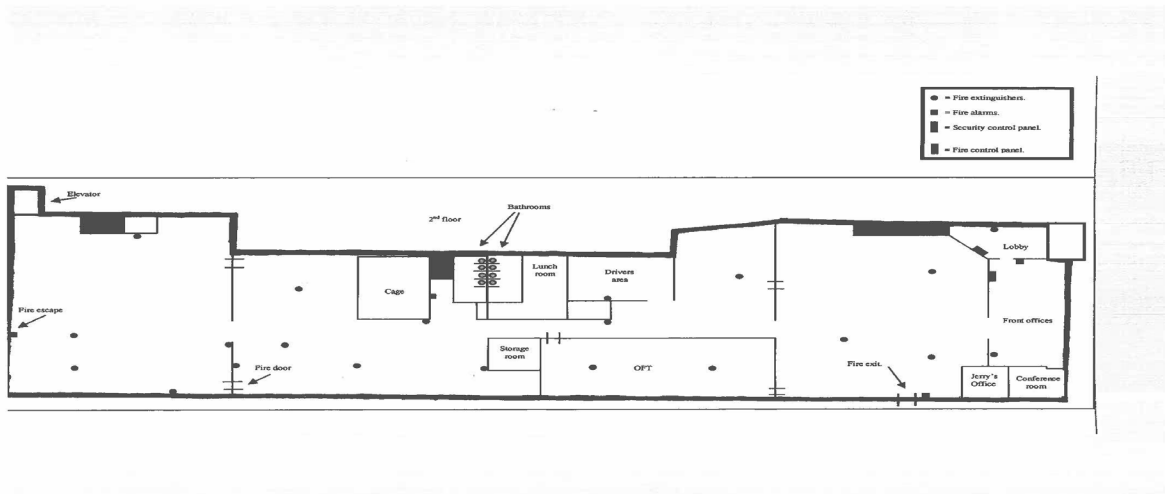
- Being in harmony with the orderly development of the Village
- Protecting the health, safety, and general welfare of the community
- Avoiding adverse impacts to neighboring properties
- Making productive reuse of an existing commercial structure

Application Materials Submitted

- The following materials are enclosed for review:
1. Completed Special Permit application form
 2. Recommendation letter from Dan Hershberg PE & LS
 3. Completed Environmental Assessment Form (EAF)
 4. Land title survey
 5. Building floor plan
 6. Safety Data Sheets (SDS)

We respectfully request that the Board review the submission, determine completeness, and advise on scheduling the required public hearing. Please inform us if any additional information or fees are required.





Discussion followed.

Resolution Number: 260086

After a discussion Trustee Harbour made a motion to hold a public hearing on February 2, 2026, at 6 PM regarding a Special Use Permit for 93 Broadway, Village Board Meeting Minutes, seconded by Trustee Lane.

ADOPTED:

Trustee Harbour	voting	AYE
Trustee Lane	voting	AYE
Trustee Neuman	voting	AYE
Mayor Marsh	voting	AYE

Ted Donner from LaBella and Mayor Marsh led a discussion regarding having LaBella evaluate the high service reservoir replacement and alternate intermunicipal water supply connection. Discussion followed.



January 13, 2026
Re: Village of Menands Municipal Water Storage Reservoir Replacement and Intermunicipal Source Evaluation
LaBella Project No. P2504845

Dear Mayor Marsh:

LaBella Associates D.P.C. (LaBella) is pleased to submit this proposal to the Village of Menands (Village) to evaluate the municipal water storage reservoir for replacement and evaluate alternate intermunicipal water supply connections.

Project Understanding

The Village of Menands currently purchases its water from the City of Troy with storage in two Village owned and operated concrete reservoirs. The upper reservoir located on Van Rensselaer Blvd. has undergone extensive repair efforts over the years to address significant concrete deterioration and water loss. Most recently, a 2024 improvement project involved drawdown of the reservoir and targeted concrete patching and leak repairs. While these efforts were partially successful in reducing leaks, field findings revealed that the existing concrete is too deteriorated for localized repairs to be effective. Further repairs are anticipated to redistribution hydrostatic

pressure, causing leakage to concentrate at new failure points on the structure.

Consequently, the 2024 project concluded without achieving the anticipated level rehabilitation and the asset has been formally deemed to have reached the end of its useful life. To mitigate the risk of further deterioration and prevent continued water loss, full replacement of the reservoir is recommended as soon as possible.

In conjunction with the reservoir replacement, the project will include a comprehensive evaluation of existing intermunicipal interconnects and investigate the feasibility of establishing new connections with neighboring providers, such as the Albany Water Board. These sources will be analyzed for their capacity to support the Village under both ordinary and emergency demand scenarios, ensuring the final design supports long term resilience of the Village water system.

Project Approach

This proposal outlines the professional engineering services necessary to develop a Preliminary Engineering Report (PER) in NYS Environmental Facilities Corporation (EFC) format. The PER is a critical technical requirement for listing the project on the Drinking Water State Revolving Fund (DWSRF) Intended Use Plan (IUP). LaBella will assist the Village in securing a position on the IUP, providing the scoring and prioritization necessary to compete for state-wide grant funding and financing.

Scope of Services

Considering the approach outlined above, LaBella offers the following scope of services:

Task 0100 – Preliminary Engineering Report (PER) Development

Scope

LaBella will develop a PER in accordance with NYS EFC standards to serve as the technical foundation for the reservoir replacement and supply evaluation. Our integrated approach includes:

1. **System Hydraulics & Interconnect Evaluation:** LaBella will conduct a preliminary engineering-level hydraulic analysis of both the existing and potential intermunicipal interconnects serving the Village to assess anticipated supply pressures and flow characteristics. This evaluation involves review of existing infrastructure including the 20-inch Troy feed and the Colonie connection while investigating the technical feasibility of new connections with the City of Watervliet and the Albany Water Board (AWB) for both regular and emergency service. The analysis will consider how these external supply sources relate to the Village's internal distribution network and storage infrastructure.
2. **Infrastructure & Storage Replacement:** To address the immediate need to replace the existing concrete reservoir LaBella proposed preliminary phase engineering design of new storage infrastructure including sizing, location, and site requirements to meet current and future demands. This includes evaluating pumping improvements, system pressure management, and conceptual level water modeling.
3. **Economic Analysis & Alternative Selection:** LaBella will develop and compare improvement scenarios, weighing capital construction costs against Operations and Maintenance (O&M) expenses. This analysis will prioritize supply reliability and the feasibility of required Intermunicipal Agreements (IMAs).
4. **Funding Strategy & Grant Readiness:** A primary goal of PER development is to position the Village for potential state and federal funding. LaBella will provide a strategic roadmap for applying to NYS WIIA grants, DWSRF financing, and Intermunicipal Grant (IMG) programs.

Deliverables

- Preliminary Engineering Report

Task 0200 – Project Management

LaBella will provide planning, coordination, and oversight of technical design work, ensuring that engineering design comply with NYSDOH requirements and Recommended Standards for

Wastewater Facilities (“10 States Standards”).

Task 0300 – Project Meetings

LaBella will support and represent the Village in coordination meetings with stakeholders as needed and requested. Our proposed fee assumes design level meetings with the Village, regulatory agencies, and neighboring community leaders to coordinate the regional aspects of the project.

Task 0400 – Reimbursable Expenses

This task will include Reimbursable expenses, to include mileage, overnight mailings, and extensive photocopying and map reproductions.

Professional Services Fee and Schedule

Task Number	Task Description	Hourly T&M ¹	Projected Durations
0100	Preliminary Engineering Report (PER) Development	\$58,500	3 Months
0200	Project Management	\$7,500	Ongoing
0300	Project Meetings	\$5,500	Ongoing
0400	Reimbursable Expenses	\$500	N/A
	Total Fee Requested	\$72,000	

⁽¹⁾ Fees listed for Time and Materials tasks and Reimbursable Expenses are estimates only. LaBella will bill for actual hours and reimbursable expenses incurred and will make its best effort to complete each of these tasks within the estimated amounts, although it is possible that it will be necessary to exceed these amounts in order to complete the scope of services for each task.

LaBella proposes to bill each task as indicated in the following Fee and Time Schedule Summary. Invoices will be issued monthly for all services performed during that month and are payable upon receipt. Tasks will be billed hourly (time and materials).

Limitations and Assumptions

- Negotiation efforts with neighboring water systems will be coordinated by Village Counsel.

Schedule

We are available to start work immediately upon notice to proceed. We propose submission of the PER for NYSEFC Intended Use Plan (IUP) listing May 30, 2026, which will position the Village for the 2026 grant cycle.

Agreement

If you find this proposal acceptable, and as our authorization to proceed, please countersign below. Work will be conducted in accordance with our Master Agreement with the Village. We greatly appreciate and look forward to the opportunity to continue working with you and your staff on this project. If you have any questions or require additional information, please contact me at (518) 390-3416.

Respectfully submitted,

LaBella Associates, DPC
Reuben Hull, PE, PMP
Associate Vice President, Civil Regional Business Leader

After a discussion, the Board decided to table until next meeting to gather further information.

Resolution Number: 260087

Trustee Harbour made a motion to accept the, January 5, 2026, Village Board Meeting Minutes, seconded by Trustee Neuman.

ADOPTED:

Trustee Harbour	voting	AYE
Trustee Lane	voting	Abstained
Trustee Neuman	voting	AYE
Mayor Marsh	voting	AYE

Resolution Number: 260088

Trustee Harbour made a motion to approve payment for the following, seconded by Trustee Neuman.

WARRANT #16:

GENERAL	totaling	\$63,840.94
WATER	totaling	\$12,299.68
SEWER	totaling	\$ 7,216.68
TOTALS		\$83,357.30

<u>PAYROLL # 16:</u>	totaling	\$113,864.01
(12/26/25-01/08/26)		

ADOPTED:

Trustee Harbour	voting	AYE
Trustee Lane	voting	AYE
Trustee Neuman	voting	AYE
Mayor Marsh	voting	AYE

Mayor Marsh led a discussion regarding a motor vehicle accident that happened during the last snowstorm. A vehicle got stuck in the in the snow on Bridge Road and the plow truck came down to plow the street. While passing the vehicle the plow struck the vehicle causing damage to side of the car. The Clerk reported the accident to the Insurance Company and the Police completed a report. The Insurance Company denied the claim due to “governmental immunity.” Local Governments have immunity from damages during an emergency event. The owner of the vehicle has a \$1,500.00 deductible. The Mayor proposed that the Village pay the deductible. Discussion followed.

Resolution Number: 260089

Trustee Lane made a motion to approve payment of Victoria Gellatly’s deductible of \$1,500.00, seconded by Trustee Marsh.

ADOPTED:

Trustee Harbour	voting	NAY
Trustee Lane	voting	AYE
Trustee Neuman	voting	AYE
Mayor Marsh	voting	AYE

Mayor Marsh led a discussion regarding mosquito and tick control for Ganser Smith Park. Last year there was a problem with ticks especially around the pavilion. Last year Upstate Bug Buster sprayed the area with a 100% all-natural product that is safe around people. The Mayor would like to start the pest control in the spring to keep under control. There are 3 different options:



Upstate Bug Busters LLC
100% All-Natural Tick & Mosquito Control
Phone: 518-281-4180

Proposal for All-Natural Tick & Mosquito Control Services

Ganser-Smith Memorial Park

Hi Mayor Marsh,

Thank you for taking the time to speak with me regarding mosquito and tick control services for Ganser-Smith Memorial Park in the Village of Menands and your continued support towards myself and Upstate Bug Busters. Based on our conversation, below are the outlined treatment area options and associated per-application pricing using our 100% all-natural, family- and environmentally friendly control program.

Proposed Treatment Options

Option 1:

- Spraying around the pavilion to the willow tree and into the embankment along Route 378 (the area treated during the summer of 2025).
- Cost: \$500.00 per application

Option 2:

- Spraying around the pavilion along the embankment running parallel to Route 378, continuing into the wooded area along the railroad tracks up to Menand Road, and extending approximately 20–30 feet into the grass.
- Cost: \$800.00 per application

Option 3:

- Spraying around the pavilion into the embankment along Route 378, through the wooded area along the railroad tracks up to Menand Road and continuing over to and around the gazebo.
- Cost: \$925.00 per application

Additional Treatment Area

- Spraying into the wooded area along the parking area of the park.
- Additional Cost: \$100.00 per application (applies to any of the above options when included).

All applications are performed using our proprietary high-volume, high-pressure application method and utilize essential oil-based products that are safe for children, pets, pollinators, and the surrounding environment.

Please feel free to reach out with any questions and which option will work best for the Village of Menands. We look forward to working with the Village of Menands for 2026 and for years to come.

Sincerely,

Blake Mahieu

Owner, Upstate Bug Busters LLC

518-281-4180

Discussion followed.

After a discussion, the Board decided to table until next meeting to gather further information.

The Clerk advised that Chief St Gelais was received a grant for two Zoll AED’s one for Village Office and the second for Village Hall. The grant is for \$5,484.50 toward the purchase of its AEDs. These funds will reimburse after the Village purchases and pays for the AED’s.

Resolution Number: 260090

Trustee Harbour made a motion to approve the purchase of two AEDs at cost of \$5,484.50 from Zoll, seconded by Trustee Lane.

ADOPTED:

Trustee Harbour	voting	AYE
Trustee Lane	voting	AYE
Trustee Neuman	voting	AYE
Mayor Marsh	voting	AYE

The Clerk advised the Board the Village has received the Community Development Block Grant information and applications.

The Mayor asked Board for a date to hold the Budget Workshop. Discussion followed.

Resolution Number: 260091

Trustee Harbour made a motion to hold a Budget Workshop on Thursday February 12th at 6 PM, seconded by Trustee Lane.

ADOPTED:

Trustee Harbour	voting	AYE
Trustee Lane	voting	AYE
Trustee Neuman	voting	AYE
Mayor Marsh	voting	AYE

Mayor’s Report:

- 1. Mayor Marsh drafted a letter in support of Menands Market being registered as a Historical Site. The Mayor will forward a copy of the letter.
- 2. The Menands market is exploring a Digital Sign to be placed on Broadway.
- 3. The February issue of the Menands Monthly is being printed. Thanked everyone for their input.
- 4. The Mayor attended the swearing in of the new Town Board Members and Justices.
- 5. Trustee Neuman and the Mayor attended the State of the Town presentation.

Trustee’s Report:

Neuman:
I met with Mr. Darmetko, our Code Enforcement Officer last week. He reported on the number of building permits issued in 2024 (117 permits) and 2025 (89 permits). 2025 had more large commercial permits and 2024 had more residential. He also related how he became the Fire Inspector for the Village and that he is reasonably hopeful that he may clear the Fire Inspection backlog this year. He also reported that since the court closed last July, he has had more difficulty getting residents and business owners to comply with State and Village Building regulations. Prior to the court closure Mr. Dameko would issue violation letters and court appearance tickets. The threat of a court appearance made most people remedy their violations. Since the court closed, he has had no way to bring recalcitrant property owners into compliance. He has justifiable concerns regarding some commercial properties within the Village. During our meeting Clerk Handerhan related that Albany County is changing the ticketing software that they and other municipalities use for police ticketing. The new software may offer a building and codes violation package that Mr. Darmetko may be able to take advantage of. We both look forward to hearing that the new software offers this at a reasonable price.

Lane:

- 1. The Little River Project was submitted for payment to the State.
- 2. LaBella and Trustee Lane will be presenting the Little River Project to Capital Region Transit Council.

Harbour:

1. The School held their first concert with the new Music Teacher. It was very successful.
2. The Seniors are planning more trips.
3. The School Budget:

The Board of Education approved on Jan. 12 a budget development calendar for the 2026-27 school year budget.

The plan details the step-by-step approach the board will take in putting together a spending plan that will go to the voting public for approval on May 19.

The budget development calendar is as follows:

- February 9, 2026 - Budget workshop
- February 27, 2026 - Submit the 2026-2027 Calculation for Tax Levy to the Office of The State Comptroller, Tax and Finance, and State Education Department
- March 9, 2026- Budget workshop first draft
- March 03, 2026 - Budget workshop second draft
- April 22, 2026 - Budget workshop: Adopt the 2026-2027 budget and approve the property tax report card
- April 24, 2026 - Submit property tax report card/administrator salary disclosure
- April 29, 2026 - Budget statement and attachments made available
- May 6, 2026 - Budget workshop: Budget Hearing
- May 7, 2026 - Mail budget newsletter including budget notice and property tax report card
- May 19, 2026 - Budget vote from noon - 8 p.m. at Menands School District Office

All meetings begin at either 6:30 p.m. or immediately following the Board of Education meeting, which begins at 6:30 p.m.

Clerk's Report: No Report

Treasurer's Report: No Report

General Comments:

TO: All Menands Village Board Members
FROM: Bill Garvey Jr.

I got my own report dealing with some important Village items as follows:

- 1 He was happy to hear the hand sanitizer dispenser in men's room on 2nd floor has been replaced.
- 2 He swept up broken glass next to DPW Garage
- 3 He swept leaves + cobwebs from 250 lobby and leaves from 280 ramp.
- 4 He also swept leaves from gazebo and walkways.
- 5 He participated in Food Pantry Drive at Menands School.
- 6 In November he observed 2 problems:
 - A Yellow signal at Menands Rd + Broadway is still not working
 - B He is concerned that the black streetlamps on Broadway still are not working.
- 7 He participated in cleanup projects at Farmers Market during truck & turkey events.
- 8 He reported trash barrels on No Lyons Ave blocking a fire hydrant.
- 9 There is a utility pole marker on Upland Rd being covered by brush & vines.
- 10 He was happy the Molly Harbour thanked him for manning the Menands Food booth.
- 11 He observed Menand Rd & railway crossing needs repairs.

At 7:06 P.M. Trustee Harbour made a motion to enter Executive Session to discuss a Contractual, seconded by Trustee Neuman.

ADOPTED:

Trustee Harbour	voting	AYE
Trustee Lane	voting	AYE
Trustee Neuman	voting	AYE
Mayor Marsh	voting	AYE

The regular meeting reconvened at 7:50P.M.

Trustee Harbour made a motion to adjourn, seconded by Trustee Marsh.

ADOPTED:

Trustee Harbour	voting	AYE
Trustee Kalogridis	voting	AYE
Trustee Lane	voting	AYE
Trustee Neuman	voting	AYE
Mayor Marsh	voting	AYE

The meeting duly adjourned at 7:50 P. M.

I, Donald Handerhan, Village Clerk for the Village of Menands, Do Hereby Certify that the foregoing is a true and correct report of all motions and resolutions and or enacted, and all other procedures had and taken by the Village of Menands Board of Trustees at the regular meeting held on, January 20, 2026.

Donald Handerhan
Village Clerk