TOWN OF CAMBRIA TOWN BOARD

November 2, 2026

The work meeting of the Town of Cambria Town Board was held at 6:30 pm on the 2nd day of November 2026, at the Town Hall, 4160 Upper Mountain Road, Town of Cambria, New York.

BOARD MEMBERS PRESENT:	**ALSO PRESENT:**
Matthew Foe, Supervisor	Paula N. Jones, Deputy Town Clerk
Jeffrey Hurtgam, Councilman	Steve Kroening, Highway Superintendent
Benjamin D. Musall, Councilman	Abe Platt, Attorney
Randy M. Roberts, Councilman	
Louise Brachmann, Councilwoman - absent	2 interested people

Supervisor Foe reviewed with the Town Board the agenda items for November 5, 2026, regular Town Board meeting.

Upon a motion duly made by Councilman Musall and seconded by Councilman Hurtgam it was resolved to offer a letter of no objection to the Forsyth Warren Tavern SLA application.

Ayes: Foe, Hurtgam, Musall, Roberts -Motion Carried-

Resolution of the Town Board of the Town of Cambria Authorizing a Sole-Source Determination and a Non-Binding Intent to Purchase Agreement for a SITECH GPS System

WHEREAS, the Town of Cambria (the "Town") desires to acquire a GPS system and related accoutrements for use by its Highway Department (the "Equipment"); and

WHEREAS, SITECH has provided Quote No. SQ00352100-5, dated August 12, 2026, for the Equipment in the total amount of $48,068.05 (the "Quote"); and

WHEREAS, the Town Highway Superintendent has advised the Town Board that the Equipment is available from SITECH as a sole source, and has submitted written justification and supporting documentation in support of that determination; and

WHEREAS, the Town Board has reviewed that justification and documentation and finds, as a matter of fact, that the Equipment is available only from SITECH and that no possibility of competition exists for its procurement, such that competitive bidding is not required under General Municipal Law § 103; and

WHEREAS, the Town Board intends that this procurement comply with the Town's procurement policies and procedures adopted pursuant to General Municipal Law § 104-b, including documentation of the basis for the determination that competitive bidding is not required; and

WHEREAS, the Town intends to purchase the Equipment in calendar year 2027 using funds to be appropriated in the Town's 2027 annual budget, and does not intend to incur any obligation, liability, or expenditure in respect of the Equipment during the 2026 fiscal year; and

WHEREAS, the Town Board desires to enter into an Intent to Purchase Agreement with SITECH solely to hold the pricing set forth in the Quote pending the Town's purchase in 2027, with the express understanding that such

agreement shall not bind the Town Board as it may be constituted in 2027 and shall be contingent upon the approval of that Board;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Town Board hereby determines that the Equipment constitutes a sole-source procurement available only from SITECH, with no possibility of competition, and that competitive bidding under General Municipal Law § 103 is therefore not required; the Town Clerk shall retain the Highway Superintendent's written justification and all supporting documentation as part of the Town's procurement record in accordance with General Municipal Law § 104-b.

2. The Town Board authorizes the Town Supervisor to execute, on behalf of the Town, an Intent to Purchase Agreement with SITECH, 7309 Eastman Road, North Syracuse, New York 13212, for the Equipment at the price set forth in Quote No. SQ00352100-5 ($48,068.05), provided that such agreement shall:

(a) serve only to hold SITECH's quoted pricing for the Equipment;

(b) impose no payment obligation, deposit, cancellation fee, liability, encumbrance, or expenditure upon the Town during the 2026 fiscal year;

(c) be expressly contingent upon, and effective only upon, the approval of the purchase by the Town Board as constituted on and after January 1, 2027, and the appropriation of funds for the purchase in the Town's 2027 budget; and

(d) expressly provide that it shall not bind the Town Board as constituted in 2027, that such Board retains full discretion to approve or decline the purchase, and that the Town shall incur no penalty or liability should the purchase not be approved.

3. No purchase of the Equipment shall be made, and no Town funds shall be expended or committed, unless and until the Town Board as constituted in 2027 approves the purchase and funds for the purchase have been appropriated in the Town's 2027 annual budget.

4. This resolution shall take effect immediately.

Upon a motion duly made by Councilman Roberts and seconded by Councilman Hurtgam it was resolved to approve the resolution as read by the Attorney.

Ayes: Foe, Hurtgam, Musall, Roberts -Motion Carried-

The meeting adjourned by Councilman Hurtgam and seconded by Councilman Musall.

Time: 7:02 pm.

Respectfully submitted,

Paula N. Jones

Paula N. Jones, Deputy Town Clerk