

A Town Board Meeting was held Monday, October 26, 2009 at 7:00pm at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling, Jr., Supervisor
Dawn Rogers, Councilwoman
Thomas A. Boehm, Councilman
James C. Youmans, Councilman
Richard N. Touchette, Councilman

ALSO PRESENT: Diane L. Millious, Town Clerk
Albert Deering, Highway Superintendent
Dave Wukitsch, Attorney for the Town

Supervisor Hotaling opened the meeting and led the Pledge of Allegiance.

OPENING COMMENT

Supervisor Hotaling stated that the record should reflect the presence of a full Town Board in addition to Town Clerk Millious, Highway Superintendent Deering and Attorney for the Town Wukitsch.

AGENDA

- Public Announcements
 - H1N1 Swine Flu Update
 - Town Offices Closed Election Day, November 3, 2009
- Public Comment Period
- Approval of Minutes
 - Town Board Workshop, October 10, 2009
 - Town Board Workshop, October 17, 2009
- Supervisor's Report – September 2009
- Department Report Review
 - Building Department Monthly Report, September 2009
 - Sewer Department Monthly Report, September 2009
 - Town Clerk Monthly Report, September 2009
- Old Business
 - Membership in Local Government Council
- New Business
 - Resignation of Part-Time Telecommunicator
 - Request for Leave of Absence
- Resolutions
 - Appoint Part-Time Clerk
 - Onesquethaw-Coeymans Watershed Council Task Force
 - Transfer of Funds
 - Approval of Abstract, October 2009
- Town Board Workshops/Meetings
 - Budget Public Hearing, October 28, 2009, 7:00pm
 - Town Board Meeting, November 9, 2009, 7:00pm
 - Town Board Workshop, November 17, 2009, 6:00pm

PUBLIC ANNOUNCEMENTS

H1N1 Swine Flu Update

Supervisor Hotaling stated that he had received an update of the H1N1 Flu earlier in the day by e-mail and added that it does not tell them anything that they don't already know. He continued by saying that the vaccine is in short supply and they are seeing an increasing number of H1N1 in the area, including Albany County as well as numerous schools reporting clusters among students and they are taking appropriate infection control measures. He concluded by saying that it indicates that the Albany County Department of Health is continuing to monitor the influenza activity on a daily basis and the update will be posted on the bulletin board in Town Hall with the previous updates and added that if he gets any information worthy of note between meetings he will post it on the Town's website.

Town Offices Closed Election Day

Supervisor Hotaling stated that Tuesday, November 3rd is Election Day and all Town offices will be closed in observance of the day and added that the 24/7 operation of the Police Department and Telecommunications will be operating.

PUBLIC COMMENT

Supervisor Hotaling invited the public to comment at this time, hearing none he moved to the next item on the agenda.

APPROVAL OF MINUTES

Supervisor Hotaling stated that there were two sets of minutes for Town Board approval, a Budget Workshop on October 10th and a Budget Workshop on October 17th and added that the Board had discussions with various Department Heads about the budget, which was at the Preliminary Budget development stage. He then asked for a motion to approve the minutes.

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Boehm, approving the minutes as read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

SUPERVISOR'S REPORT

September 2009

FUND	BAL. FWD.	RECEIPTS	DISBURSE.	BALANCE
General	\$571,215.25	\$134,110.07	\$298,209.06	\$407,116.26
Part-Town	\$697,183.13	\$ 6,500.00	\$480,338.53	\$223,344.87
Highway	\$207,529.06	\$ 169.67	\$ 77,093.31	\$130,605.42
Bridge Const.	\$ 35,680.76	\$ 22.38	-0-	\$ 35,703.14
Sewer	\$ 97,697.17	\$463,902.16	\$534,501.30	\$ 27,098.03

Special Water	\$ 19,559.83	\$ 17,435.20	-0-	\$ 36,995.03
Police For.	\$ 3,953.40	\$ 1.30	\$ 538.08	\$ 3,416.62
Trust & Agcy.	\$ 10,672.18	\$365,023.34	\$366,092.72	\$ 9,602.80
H-Fund Cap. Proj.	\$ 43,122.37	\$ 12.39	\$ 2,900.72	\$ 40,234.04
Section 8 – HUD	\$ 97,588.92	\$ 39,839.31	\$ 36,565.00	\$100,863.23
			Total Rec. Bal.	\$1,014,979.44

CERTIFICATES OF DEPOSITS

				Maturity Date
National Bank	A-Fund	90 days	\$120,163.57	12/02/2009
Bank of Greene	DA- Hgwy.	30 days	\$318,327.53	10/28/2009

SAVINGS ACCOUNTS		COLLATERAL COVERAGE	FDIC COV.	COLLATERAL COVERAGE
Unemployment	\$ 4,050.77			
Grove Cemetery	\$40,629.00	National Bank	\$250,000.00	\$408,548.95
Sewer Dedicated	\$ 6,284.27	Bank of Greene	\$250,000.00	\$1,891,717.46
Total	\$50,964.04			

Supervisor Hotaling asked for a motion to approve the report.

MOTION

On motion of Councilman Touchette, seconded by Councilman Youmans, the Supervisor’s Report was accepted and approved as read.
 VOTE – AYES 5 – NAYS 0 – SO MOVED

DEPARTMENT REPORTS

Building Department Monthly Report – September 2009

Supervisor Hotaling asked that Councilwoman Rogers give the Building Department Monthly Report.

Councilwoman Rogers continued by giving the report.

Supervisor Hotaling offered a motion to approve the report.

MOTION

On motion of Supervisor Hotaling, seconded by Councilman Boehm, accepting and approving the Building Department Monthly Report as read.
 VOTE – AYES 5 – NAYS 0 – SO MOVED

Sewer Department Monthly Report – September 2009

Supervisor Hotaling asked that Councilman Youmans give the Sewer Department Monthly Report.

Councilman Youmans continued by giving the report.

Supervisor Hotaling offered a motion to approve the report.

MOTION

On motion of Supervisor Hotaling, seconded by Councilman Touchette, the Sewer Department Monthly Report was accepted and approved as read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Town Clerk Monthly Report – September 2009

Supervisor Hotaling asked that Town Clerk Millious give the Town Clerk Monthly Report.

Town Clerk Millious continued by giving the report.

Supervisor Hotaling asked for a motion to approve the report.

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Touchette, the Town Clerk Monthly Report was accepted and approved as read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

OLD BUSINESS

Membership in Local Government Council

Supervisor Hotaling stated that the Town Board had previously asked that Councilman Boehm look into the matter of Center for Economic Growth's correspondence to the Town talking about membership and continued by asking that Councilman Boehm report to the Board what he had found out.

Councilman Boehm stated that he spoke with Roz at the Center for Economic Growth and added that the topics will be on Municipal Labor Relations, Residential and Retail Real Estate Development, Restoring Upstate New York, Lean Government, Empire Zones, Regional Initiatives, Healthcare, and Workforce Development. He continued by saying that the topics are timely and added that for next year's budget they took out the New York City trip, which was a good way to exchange ideas. He went on by saying that he believes that it is more important than ever that the Supervisor attends the Workshops and continued by saying that all of the municipalities that belong to the Council are located within the four contiguous counties of Albany, Schenectady, Saratoga and Rensselaer counties and will be chaired by Mayor Jennings and County Executive Jimino. He concluded by saying that he believes that it will be a benefit to them for Supervisor Hotaling to attend and bring the ideas back to the Town Board and then offered a motion.

MOTION

On motion of Councilman Boehm, seconded by Councilwoman Rogers, authorizing Supervisor Ronald K. Hotaling, Jr. to attend the Local Government Council, which is run by the Center for Economic Growth with a cost of \$750.00 for an annual membership, for 10 Workshops.

Councilman Youmans asked Supervisor Hotaling if he thought he had the time to attend the Workshops.

Supervisor Hotaling stated that he has attended them in the past and added that they were informal meetings with speakers and municipal leaders from around the area and continued by saying that it was a chance to exchange ideas and to talk about what was happening in the communities. He went on by saying that it appears that they are putting more formality to it, which he has not attended and reiterated that he did attend the less

formal ones in the past. He concluded by saying that typically it is once a month and they are held at the United Way of the Greater Capital Region on Wolf Road.

Councilman Boehm interjected that he had asked about sending a designated person and was advised that Supervisor Hotaling could designate someone to go if he chose to. Supervisor Hotaling called for a vote.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Supervisor Hotaling thanked Councilman Boehm and then asked if there any other Old Business topics for discussion.

Councilman Boehm stated that at the next meeting he would like for the Snow Emergency to be listed under Public Announcements and added that Highway Superintendent Deering has been putting up signs and they are approaching the time of year when people need to be reminded.

Supervisor Hotaling stated that he would list it on the agenda for the next meeting, he continued by asking if there was any other Old Business, hearing none he moved to the next item on the agenda.

NEW BUSINESS

Resignation of Part-Time Telecommunicator

Supervisor Hotaling stated that he was in receipt of a memo from Police Chief Darlington asking the Board to accept the resignation of Sarah Hennessey and added that there is a letter attached dated October 19th from her and continued by reading the following:

To Whom It May Concern:

I am resigning as telecommunicator for the Town of Coeymans Police Department. My last date of employment will be November 22, 2009. I have thoroughly enjoyed my time at the Police Department, and I apologize for any inconvenience this may cause.

Sincerely,

Sarah N. Hennessey

Supervisor Hotaling asked for a motion to accept the resignation.

MOTION

On motion of Councilman Youmans, seconded by Councilman Touchette, accepting the resignation of Sarah Hennessey, effective November 22, 2009.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Councilman Boehm interjected that he wanted to thank Sarah for her service to the Town.

Request for Leave of Absence

Supervisor Hotaling stated that there is a letter dated October 20th from Richard Hotaling, which was shared with each Board Member. He continued by saying that Rich works for the Beautification Department and is also a State retiree and as such has restrictions placed on the amount of money that he can earn on an annual basis before having it negatively impact his pension. He added that he is asking to be approved for a leave without pay from his position as a laborer, effective November 7th through December 31st and looks forward to returning in 2010. He went on by saying that they have before them a Preliminary Budget that still contains 60% funding for Mr. Hotaling in 2010, which

would alleviate the need and lessen the concerns that he has relative to the amount of money that he has earned. He then asked if there was any other discussion and/or motion.

MOTION

On motion of Councilman Youmans, seconded by Councilman Touchette, authorizing a leave without pay for Mr. Hotaling, effective November 7th through December 31st.
VOTE – AYES 5 – NAYS 0 – SO MOVED

Supervisor Hotaling stated that the dates are factually correct given the fact that the budget ends on December 31, 2009 and added that if the next budget is approved as it currently stands, his return would be April 1st and on January 1st he would go into the status of not necessarily a leave without pay but rather the unfunded status of the 2010 budget and eligible for whatever benefits are available at that time.

October 20, 2009

Town Supervisor and Town Board Members:

I hereby request a leave without pay from my position of laborer for the Beautification Department. This is to be effective from November 7th through December 31st, 2009. This request is due to the monetary restrictions placed on my New York State pension.

It has been a pleasure working for the Town during this first year. I look forward to returning in 2010 and resuming my position in the Beautification Department.

Respectfully Submitted,

Richard D. Hotaling

Supervisor Hotaling asked if there were any other Old Business topics, hearing none he moved to the next item on the agenda.

RESOLUTIONS

Supervisor Hotaling stated that the first resolution was a request from Town Clerk Millious and added that she just had a resignation of a part-time staff member.

RES. #97-09 APPOINT PART-TIME CLERK

On motion of Supervisor Hotaling, seconded by Councilwoman Rogers, the following resolution was APPROVED – VOTE – AYES 5 – NAYS 0 – SO MOVED

WHEREAS, the recent resignation of part-time Town Clerk staff member has reduced departmental coverage within Town Hall, and

WHEREAS, the Town Board believes that additional part-time staff people will provide the necessary office coverage, and

WHEREAS, the Town Clerk has publicly advertised and interviewed several applicants for this position, and

WHEREAS, the Albany County Department of Civil Service has determined that the selected candidate meets the minimum qualifications for this position,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Bridget M. Miller to the position of part-time Clerk I, at the hourly rate of \$11.00, effective October 27, 2009.

Supervisor Hotaling stated that Councilman Touchette had put together the next resolution and then asked that he fill in everyone as to what he has done so far.

October 26, 2009 – TOWN BOARD MEETING – 7:00PM

Councilman Touchette stated that in early September he met with a number of people who were interested in the Onesquethaw-Coeymans Watershed Council and added that the Council has completed a study of the creek and in turn they would like to take the study and get some feedback and develop a plan for the watershed. He concluded by saying that the resolution will provide additional background.

RES. #98-09 APPOINT REPRESENTATIVES TO ONESQUETHAW-COEYMANS WATERSHED COUNCIL

On motion of Councilman Touchette, seconded by Councilman Boehm, the following resolution was APPROVED – VOTE – AYES 5 – NAYS 0 – SO MOVED

WHEREAS, Onesquethaw-Coeymans Watershed Council is a private not-for-profit organization with a mission to protect and preserve the quality of the Onesquethaw-Coeymans Creek and its watershed for the benefit of people, wildlife and the environments, and

WHEREAS, the Onesquethaw-Coeymans Watershed Council is collaborating with landowners, industry, and municipalities to develop a Watershed Management Plan, and

WHEREAS, such a Management Plan is consistent with the Town of Coeymans Comprehensive Plan and the Town Board of the Town of Coeymans desires to participate in this study,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Marc Hafensteiner and Joseph Kapusta as representatives to the Onesquethaw-Coeymans Watershed Council task force, and

BE IT FURTHER RESOLVED, that the Town Board will be provided periodic updates from Mr. Hafensteiner and Mr. Kapusta as to the efforts of the task force.

Supervisor Hotaling stated that the presentation that they had at a Workshop was very informative and added that Marc and Joe are eager to be involved in this and will bring back good information.

RES. #99-09 AUTHORIZE TRANSFER OF FUNDS

On motion of Councilman Boehm, seconded by Councilwoman Rogers, the following resolution was APPROVED – VOTE – AYES 5 – NAYS 0 – SO MOVED

WHEREAS, the following accounts have been exhausted because of unforeseen expenditures,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor Ronald K. Hotaling, Jr., to transfer the following amounts to the respective funds:

GENERAL FUND (A)

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$ 648.68	A1010.4 Councilman (Contractual)	A1430.4 Human Resources (Contractual)
\$250.00	A1010.4 Councilman (Contractual)	A1450.4 Records Management (Contractual)
\$441.08	A1010.4 Councilman (Contractual)	A3510.1 Dog Control (Personal Services)
\$500.00	A1010.4 Councilman (Contractual)	A7989.4 Other Culture & Recreation (Contractual)

CAPITAL PROJ. (H-29)		
UV Sewer Pre-Pay	2248	\$ 22,274.75
	Capital Proj.Total	\$ 22,274.75
CAPITAL PROJ. (H-30)		
Hannacroix Creek Pre-Pay	2249	\$ 10,428.88
	Capital Proj. Total	\$ 10,428.88
	Total for All Funds	\$1,633,380.37
TRUST & AGENCY (TA)		
Trust & Agency Pre-Pay	2250-2261	\$ 282,215.60
	Trust & Agency. Total	\$282,215.60

TOWN BOARD WORKSHOPS/MEETINGS

- Budget Public Hearing, October 28, 2009, 7pm
- Town Board Meeting, November 9, 2009, 7pm
- Town Board Workshop, November 17, 2009, 6pm

ADDITIONAL COMMENTS

Supervisor Hotaling asked if there were any additional comments.

Councilman Youmans inquired as to how the injured Highway Department employee was doing.

Highway Superintendent Deering stated that he has not returned to work but is better.

Councilman Youmans asked that he tell him that the Board is thinking about him.

Supervisor Hotaling asked if there were any other comments.

Councilwoman Rogers asked Highway Superintendent Deering if Mr. Maddage had come and looked at the truck.

Supervisor Hotaling stated that he is currently working on it and waiting for some parts.

Supervisor Hotaling asked if there were any additional comments.

Town Clerk Millious stated that she wanted to thank the Board for appointing the Clerk I position in her office and added that for Election Day, the Knights of Columbus is no longer a polling site and went on by saying that it is now at the Coeymans Fire House across from Pieter B. Coeymans. She concluded by saying that she will put a note on the door at the K of C for anyone that may not have known the change.

Supervisor Hotaling asked if there were any additional comments, hearing none he asked for a motion to adjourn the meeting.

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the meeting.

MOTION

On motion of Councilman Boehm, seconded by Councilwoman Rogers, the Town Board Meeting was adjourned.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Time – 7:31pm

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk