

**MINUTES BOOK\*\*TOWN OF COEYMANS  
January 2, 2017 – Town Board Organizational Meeting – 9:00am**

**A Town Board Organizational Meeting was held Monday, January 2, 2017 at 9:00am at  
Town Hall, 18 Russell Avenue, Ravena, New York**

**PRESENT:** Philip Crandall, Supervisor  
Thomas E. Dolan, Councilman  
Kenneth A. Burns, Councilman  
George E. Langdon, Councilman  
James C. Youmans, Councilman

**ALSO PRESENT:** Diane L. Millious, Town Clerk  
Scott Searles, Highway Superintendent  
Paul Pasture, Attorney for the Town

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Supervisor Crandall opened the meeting and led the Pledge of Allegiance, Councilman Burns offered a prayer.

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**OPENING COMMENT**

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

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**NOTICE OF ORGANIZATIONAL MEETING**

**NOTICE  
TOWN OF COEYMANS  
TOWN BOARD  
ORGANIZATIONAL MEETING**

**NOTICE IS HEREBY GIVEN** that the Organizational Meeting of the Town Board of the Town of Coeymans has been scheduled for Monday, January 2, 2017, at 9:00am.

The meeting will be held at Town Hall, 18 Russell Avenue, Ravena, NY.

By Order of the Town Board  
of the Town of Coeymans  
Diane L. Millious  
Town Clerk

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**AGENDA**

- Organizational Resolutions
  - Establish Town Board Meeting Dates for 2017
  - Establish Town Board Workshop Dates for 2017
  - Establish Planning Board Meeting Dates for 2017
  - Establish Zoning Board Meeting Dates for 2017
  - Establish Conservation Advisory Council Dates for 2017
  - Establish Holiday Observance for 2017
  - Authorize Supervisor to Execute Union Agreements
  - Designate Depository of Funds
  - Establish Investment Policy
  - Approve Advance Payment of Claims
  - Designate Official Newspaper
  - Establish Mileage Rate

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- Approve Association of Towns Meeting Pre-Registration
- Appoint Association of Towns Meeting Delegate
- Appoint Marriage Officer
- Appoint Administer of Public Access
- Appoint Bingo Inspector
- Appoint Civil Defense Director
- Appoint First Deputy Town Clerk
- Appoint Town Historian
- Appoint Deputy Supervisor
- Appoint Attorney for the Town
- Appoint Planning Board Chairman
- Appoint Zoning Board of Appeals Chairman
- Appoint Conservation Advisory Council Chairman
- Appoint Planning Board Alternate
- Appoint Planning Board Member
- Appoint Zoning Board of Appeals Member
- Appoint Zoning Board of Appeals Council
- Appoint Emergency Management Committee
- Appoint Prosecutor for Traffic Tickets
- Appoint Parks and Recreation Maintenance Supervisor
- Appoint 2017 Town Employees
- Appoint Liaisons
- Appoint Ethics Committee
- Authorize Undertaking
- Approve Budget Transfer.

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**RES. #001-17 ESTABLISH TOWN BOARD MEETING DATES FOR 2017**

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

**BE IT RESOLVED** – that the Town Board of the Town of Coeymans establishes the following dates in 2017 as Town Board Meetings. These meetings will take place on Thursday evenings, the second and fourth week of each month, commencing at 7:00pm

January 2 <sup>nd</sup>	June 22 <sup>nd</sup>
January 12 <sup>th</sup>	July 27 <sup>th</sup>
January 26 <sup>th</sup>	August 24 <sup>th</sup>
February 9 <sup>th</sup>	September 14 <sup>th</sup>
February 23 <sup>rd</sup>	September 28 <sup>th</sup>
March 9 <sup>th</sup>	October 12 <sup>th</sup>
March 23 <sup>rd</sup>	October 26 <sup>th</sup>
April 13 <sup>th</sup>	November 9 <sup>th</sup>
April 27 <sup>th</sup>	November 30 <sup>th</sup>
May 11 <sup>th</sup>	December 14 <sup>th</sup> *
May 25 <sup>th</sup>	December 28 <sup>th</sup>

\*Moved to the 5<sup>th</sup> Thursday of November due to Thanksgiving.

**RES. #002-17 ESTABLISH WORKSHOP MEETING DATES FOR 2017**

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

**WHEREAS**, it has been determined that one Town Board Workshop per month is deemed necessary.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans establishes the following dates in 2017 as Workshop Meetings. These meetings will take place on Thursday evenings, the third week of each month, commencing at 6:00pm.

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January 19 <sup>th</sup>	July 20 <sup>th</sup>
February 16 <sup>th</sup>	August 17 <sup>th</sup>
March 16 <sup>th</sup>	September 21 <sup>st</sup>
April 20 <sup>th</sup>	October 19 <sup>th</sup>
May 18 <sup>th</sup>	November 16 <sup>th</sup>
June 15 <sup>th</sup>	December 21 <sup>st</sup>

**RES. #003-17 ESTABLISH PLANNING BOARD MEETING DATES FOR 2017**

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

**BE IT RESOLVED**, that the Town Board of the Town of Coeymans, does hereby set the following dates for the Planning Board Meetings for 2017. Please note that the meetings commence at 7:00pm.

January 3 <sup>rd</sup> *	July 3 <sup>rd</sup>
February 6 <sup>th</sup>	August 7 <sup>th</sup>
March 6 <sup>th</sup>	September 5 <sup>th</sup> **
April 3 <sup>rd</sup>	October 2 <sup>nd</sup>
May 1 <sup>st</sup>	November 6 <sup>th</sup>
June 5 <sup>th</sup>	December 4 <sup>th</sup>

\*Due to New Year’s Day Holiday

\*\* Due to Labor Day

**RES. #004-017 ESTABLISH ZONING BOARD OF APPEALS MEETING DATES FOR 2017**

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

**BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby set the following dates for the Zoning Board of Appeals for 2017. Please note that the meetings will commence at 7:00pm

January 25 <sup>th</sup>	July 26 <sup>th</sup>
February 22 <sup>nd</sup>	August 23 <sup>rd</sup>
March 22 <sup>nd</sup>	September 27 <sup>th</sup>
April 26 <sup>th</sup>	October 25 <sup>th</sup>
May 24 <sup>th</sup>	November 22 <sup>nd</sup>
June 8 <sup>th</sup>	December 27 <sup>th</sup>

**RES. #005-17 ESTABLISH CONSERVATION ADVISORY COUNCIL MEETING DATES FOR 2017**

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

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, does hereby set the following dates for the Conservation Advisory Council Meetings for 2017. Please note that meetings will commence at 6:00pm

January 10 <sup>th</sup>	July 11 <sup>th</sup>
February 14 <sup>th</sup>	August 8 <sup>th</sup>
March 14 <sup>th</sup>	September 12 <sup>th</sup>
April 11 <sup>th</sup>	October 10 <sup>th</sup>
May 9 <sup>th</sup>	November 14 <sup>th</sup>
June 13 <sup>th</sup>	December 12 <sup>th</sup>

**RES. #006-17 ESTABLISH 2017 HOLIDAY SCHEDULE**

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

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**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, does hereby set the following Holidays for 2017 employees not covered by Union Contracts. Holiday schedules for covered employees are pursuant to active agreements in force.

January 2 <sup>nd</sup>	-	New Year’s Day
January 16 <sup>th</sup>	-	Martin Luther King Day
February 20 <sup>th</sup>	-	President’s Day
May 29 <sup>th</sup>	-	Memorial Day
July 4 <sup>th</sup>	-	Independence Day
September 4 <sup>th</sup>	-	Labor Day
October 9 <sup>th</sup>	-	Columbus Day
November 7 <sup>th</sup>	-	Election Day
November 10 <sup>th</sup>	-	Veteran’s Day (observed)
November 23 <sup>rd</sup>	-	Thanksgiving Day
November 24 <sup>th</sup>	-	Day after Thanksgiving
December 25 <sup>th</sup>	-	Christmas Day

**RES. #007-17 AUTHORIZE SUPERVISOR TO EXECUTE UNION AGREEMENTS**

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

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, does hereby authorize Supervisor Philip A. Crandall to execute all agreements between the Town of Coeymans, contractual employees, CSEA and Council 82.

**RES. #008-17 DESIGNATE DEPOSITORY FOR FUNDS**

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

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, pursuant to Town Law, Section 64 (1), 20 & 35, that National Bank of Coxsackie, Key Bank, Bank of Greene County and any other bank or depository authorized by the State of New York, be designated as the depository of funds for the Town of Coeymans. In addition, the Town Board directs that all Town officials responsible for monies are hereby required to deposit said monies into said depository.

**RES #009-17 ADOPT INVESTMENT POLICY**

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

**WHEREAS**, the Town of Coeymans has previously adopted a “Model Investment Policy” supplied by the State Comptroller’s Office on April 29, 1996, and

**WHEREAS**, all towns must adopt an Investment Policy according to the State Comptroller’s Office and General Municipal Law, and

**WHEREAS**, the Investment Policy shall be reviewed on an annual basis and shall be adopted at the Annual Organizational Meeting.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board, of the Town of Coeymans does hereby adopt the Investment Policy for the year 2017.

**RES. #010-17 AUTHORIZE PRE-PAYMENT OF CLAIMS FOR PAYMENT**

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

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, does hereby authorize the payment in advance of audited claims for public utility services, telephone, postage, freight and express charges, lease and maintenance agreements and any other prepayment that would result in penalties against the Town of Coeymans. In addition, all payroll and employee benefits payable and due at specific times.

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**RES. #011-17 DESIGNATE OFFICIAL NEWSPAPER**

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

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, pursuant to Section 64, Subdivision 11 of Town Law, designates the News Herald, a newspaper regularly published in the Town of Coeymans, County of Albany, the official newspaper of the Town of Coeymans.

**RES. #012-17 ESTABLISH MILEAGE RATE**

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

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, pursuant to Section 102, Subdivision 1 of the Town Law, establishes the rate of 53.5 cents per mile for the authorized use of personal vehicles by Town employees in the performance of their duties based on the Internal Revenue Service rate for 2017.

Councilman Dolan stated that the rate had dropped from the previous year.

**RES. #013-17 AUTHORIZE PRE-REGISTRATION FOR ASSOCIATION OF TOWNS ANNUAL MEETING**

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

**WHEREAS**, the Association of Towns of New York has developed an in-office pre-registration procedure for the 2017 Annual Meeting, and

**WHEREAS**, the Association of Towns has offered a preferential pre-registration rate of \$125.00 per person, and

**WHEREAS**, the Town Board of the Town of Coeymans authorizes Council Member Thomas E. Dolan to take advantage of the preferential pre-registration rate of \$125.00 per person.

**NOW, THEREFORE, BE IT RESOLVED**, that all Elected Officials specifically authorized by the Town Board may attend the Association of Towns Annual Meeting & Training School in New York City, February 19-22, 2017 and that the Town will reimburse them at a per diem rate of \$75.00 a day.

**RES. #014-17 DESIGNATE DELEGATE FOR ASSOCIATION OF TOWNS MEETING**

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

**BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby appoint Thomas E. Dolan as Delegate for the Town of Coeymans at the Association of Towns Convention, February 19-22, 2017.

**RES. #015-17 APPOINT MARRIAGE OFFICER**

On motion of Councilman Youmans, seconded by Councilman Burns, the following resolution was APPROVED – VOTE – AYES 4 – NAYS 0 – ABSTAIN 1 – SO MOVED

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, does hereby appoint Mi-Lyn Dolan as Marriage Officer for the Town of Coeymans with the responsibilities as determined by Town Law. This appointment expires December 31, 2017.

Councilman Dolan abstained from the vote because it is his wife.

**RES. #016-17 APPOINT ADMINISTRATOR OF ACCESS**

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

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**WHEREAS**, the Town Board, of the Town of Coeymans, does hereby have an agreement with Mid-Hudson Cablevision to provide public access programming directly from the Town Building located at 18 Russell Avenue, Ravena, New York.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board, of the Town of Coeymans does hereby appoint William Horton as the Administrator of Access for the purpose of coordinating programming and overseeing individuals involved in the telecasting of approved programs, at a rate of \$50.00 per televised meeting.

**RES. #017-17 APPOINT BINGO INSPECTOR**

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

**WHEREAS**, the Town of Coeymans is in need of a Bingo Inspector to ensure that games being run in the Town are in compliance with New York State regulations.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby appoint Edward J. Domanico as Bingo Inspector, at a yearly rate of \$1,700.00 with a term to expire December 31, 2017.

**RES. #018-17 APPOINT CIVIL DEFENSE DIRECTOR**

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

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, does hereby appoint William Bruno as Civil Defense Director for the Town of Coeymans, and Chairman of the Town Emergency Management Committee, for a term to expire on December 31, 2017, compensation for this position is \$1,500.00 per year.

**RES. #019-17 APPOINT FIRST DEPUTY CLERK**

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

**WHEREAS**, pursuant to Chapter 280 of the Laws of 2007, Lucinda A. Vatalaro was appointed to the First Deputy Town Clerk position, and

**WHEREAS**, Town Clerk Millious is desirous that Ms. Vatalaro continue in this position.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, hereby acknowledges the Town Clerk's appointment of Lucinda A. Vatalaro as First Deputy Town Clerk. This appointment is for a term to expire December 31, 2017.

**RES. #020-17 APPOINT TOWN HISTORIAN**

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

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, does hereby appoint Harry A. Sturges, Town Historian for the Town of Coeymans, for a term to expire on December 31, 2017. Compensation for this position is \$650.00 a year.

**RES. #021-17 APPOINT DEPUTY SUPERVISOR**

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

**BE IT RESOLVED**, that Supervisor Crandall hereby appoints Council Member Thomas E. Dolan to the position of Deputy Supervisor, effective immediately. There will be no additional compensation for services performed while serving in this position.

**RES. #022-17 APPOINT ATTORNEY FOR THE TOWN**

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

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**WHEREAS**, the Town wishes to hire an attorney, pursuant to Town Law Section 20, to render legal advice to the Town Board through December 31, 2017.

**NOW, THEREFORE, BE IT RESOLVED**, that Paul Pastore, Esq. of McNamee, Lochner, Titus, & Williams, P.C., is hereby appointed as Attorney for the Town of Coeymans, pursuant to Town Law, Section 20, effective immediately, and

**BE IT FURTHER RESOLVED**, for his services Attorney Pastore shall be paid the amount of \$32,000.00 yearly.

Councilman Dolan stated that he wanted to welcome Paul and added that he had already attended a few meetings and was up to speed on this as much as one could be.

**RES. #023-17 APPOINT PLANNING BOARD CHAIRMAN**

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

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, does hereby appoint Ernest Quinto as Chairman of the Planning Board to a term to expire December 31, 2017.

**RES. #024-17 APPOINT ZONING BOARD CHAIRMAN**

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

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, does hereby appoint Stephen Schmitt as Chairman of the Zoning Board of Appeals to a term to expire December 31, 2017.

**RES. #025-17 APPOINT CONSERVATION ADVISORY COUNCIL CHAIRMAN**

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

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, does hereby appoint Sylvia Lawler as Chairman of the Conservation Advisory Council, to a term to expire December 31, 2017.

Councilman Dolan stated that he wanted to make it known that it is an unpaid position as are all the other positions on the Council.

**RES. #026-17 APPOINT ALTERNATE PLANNING BOARD MEMBER**

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

**WHEREAS**, the term of Linda Ziegler, Alternate Member of the Town of Coeymans Planning Board has expired on December 31, 2016, and

**WHEREAS**, the Town Board has determined her service on this Board to be of value to the Town, and

**WHEREAS**, Ms. Ziegler expressed an interest in retaining a seat as Alternate Member of the Planning Board.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, does hereby reappoint Linda Ziegler to a one-year term as Alternate Member of the Planning Board to expire December 31, 2017.

**RES. #027-17 APPOINT ALTERNATE ZONING BOARD MEMBER**

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

**WHEREAS**, the term of Linda Ziegler, Alternate Member of the Town of Coeymans Zoning Board of Appeals expired on December 31, 2016, and

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**WHEREAS**, the Town Board has determined her service to this Board to be of value to the Town, and

**WHEREAS**, Ms. Ziegler has expressed an interest in retaining a seat as Alternate Member of the Zoning Board of Appeals.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby reappoint Linda Ziegler to a one-year term as Alternate Member of the Zoning Board of Appeals to expire December 31, 2017.

**RES. #028-17 APPOINT PLANNING BOARD MEMBER**

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

**WHEREAS**, the term of Robert Nolan, a member of the Town’s Planning Board expired on December 31, 2016, and

**WHEREAS**, the Town of Coeymans had determined his service to be of value to the Town, and

**WHEREAS**, Mr. Nolan expressed an interest in retaining a seat on the Planning Board.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, does hereby reappoint Robert Nolan to the Coeymans Planning Board with a term to expire December 31, 2023.

**RES. #029-17 APPOINT ZONING BOARD OF APPEALS MEMBER**

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

**WHEREAS**, the term of Town of Coeymans Zoning Board of Appeals Member Joseph Shear expired on December 31, 2016, and

**WHEREAS**, the Town Board is desirous of filling the vacancy created by the expired term.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, does hereby appoint Bernice Hopkins to the Zoning Board of Appeals for a term to expire December 31, 2021

**RES. #030-17 APPOINT COUNSEL FOR ZONING BOARD OF APPEALS**

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

**WHEREAS**, the term of Brendan Baynes, Esq., as Counsel to the Zoning Board of Appeals expired on December 31, 2016, and

**WHEREAS**, the Zoning Board of Appeals is desirous of retaining Mr. Baynes services as counsel.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, does hereby appoint Brendan Baynes, Esq., to serve as legal counsel to the Zoning Board of Appeals for a yearly fee of \$6,000.00, contingent up on meeting attendance, payable by voucher submission, expiring December 31, 2017, and

**BE IT FURTHER RESOLVED**, that Mt. Baynes be compensated at the rate of \$175.00 per hour (in addition to the monthly retainer) for any special projects which require extensive legal research communications or written opinions.

Councilman Burns asked as to why the Attorney for the Town can’t handle this and why they need a second one.

Councilman Dolan stated that he doesn’t think that you can be both the Attorney for the Town and the Zoning Board Attorney.



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Attorney for the Town Pastore stated that he doesn't know if it is necessarily prohibited and added that it is usually most are separate because there are separate issues involved and it's not something that he would be opposed to and then asked what their practice has been.

Councilman Dolan stated that since he has been here, this has been the practice.

Supervisor Crandall interjected that it has been for the past 30 years.

Councilman Langdon asked if there ever could be a situation where the Town Board and Zoning Board would need separate counsel.

Attorney for the Town Pastore stated that he knows that certain towns will have a Town Attorney and then a couple or several assistant Town Attorneys and usually they have separate counsel for the Planning and Zoning Boards or there may be one Attorney for both those Boards. He added that it is not prohibited to the best of his knowledge that you have the Attorney for the Town also handle the Planning and/or Zoning Board matters. He concluded by saying if their customary practice has been that they have a separate Attorney, they should go ahead with it but it is something the Attorney for the Town could handle as well, there is nothing that prohibits the Attorney for the Town handling Zoning and/or Planning matters or legal issues and it varies from town to town.

Supervisor Crandall stated that this is something that they can revisit but suggested for now that they pass the resolution as is, have discussion later and see if they can save the Town some money.

Councilman Youmans interjected that he isn't sure if the Attorney for the Town would want to take on all the extra duties.

Councilman Dolan stated that Attorney Pastore does have experience with Planning.

Supervisor Crandall interjected that the Attorney for the Town fee is the same that it has been for the past 2 years.

**RES. #031-17 APPOINT EMERGENCY MANAGEMENT COMMITTEE**

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

**WHEREAS**, the Town of Coeymans, Village of Ravenna, Emergency Management Committee has an Emergency Management Plan to be implemented at the time of specific incidents of events which may result in severe or extensive damage, loss of property, casualties, deaths and/or disruption of the normal everyday routine of our specific geographic area, and

**WHEREAS**, the success of this Plan depends on the cooperation and coordination of a number of individuals and organizations.

**NOW, THEREFORE, BE IT RESOLVED**, that the following will be participating and contributing agencies: Coeymans Fire Company, Coeymans Hollow Volunteer Fire Corporation, Town of Coeymans Police Department, Ravenna Hose Company and Ravenna Rescue Squad, and

**BE IT FURTHER RESOLVED**, that the Committee shall consist of the following for a period ending December 31, 2107:

Bill Bruno, Chairman, Town of Coeymans  
Brian Rinaldi, Emergency Operations Director  
Mark Deyo, Coeymans Fire Company #1  
Steven Payne, Coeymans Hollow Volunteer Fire Corporation  
Jeff D' Ambrosio, Ravenna Hose Company  
Marvin Powell, Ravenna Rescue Squad  
P.J. McKenna, Chief of Police, Town of Coeymans  
Scott Searles, Highway Superintendent  
William Bailey, Village of Ravenna, Ad Hoc Member

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**RES. #032-17 APPOINT TOWN PROSECUTOR**

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

**BE IT RESOLVED**, that the Town Board, of the Town of Coeymans, does hereby appoint Thomas A. Newman, Jr., Esq. to serve as Prosecutor for Town related matters at an annual rate of \$12,800.00 payable by monthly voucher submissions as follows:

\$5,200.00 per year – Traffic tickets issued by Town of Coeymans Police Officers to Town of Coeymans Court.

\$5,200.00 per year – Traffic tickets issued by New York State Police to Town of Coeymans Court.

\$2,400.00 per year – Town Code/ Penal Law Trials

Councilman Dolan stated that he doesn't think that the Attorney for the Town can do this.

Attorney for the Town Pastore stated that it has been his experience that this is kept separate from Attorney for the Town matters but he does think that there is one Town where the Attorney for the Town handles everything and whatever cost associated falls under the retainer amount.

Supervisor Crandall stated that there are a few small towns in the western part of the state with populations of approximately 300 and this is exactly what they do, one Attorney handles everything.

**RES. #033-17 APPOINT PARKS & RECREATION MAINTENANCE SUPERVISOR**

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

**WHEREAS**, the Parks and Recreation Maintenance Supervisor, Nelson Perry, retired effective December 30, 2016, and

**WHEREAS**, the Town Board is desirous of filling the vacancy created by his retirement.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby provisionally appoint Donald VanAlstyne as Parks and Recreation Maintenance Supervisor at a rate of \$19.58 per hour, effective immediately.

Councilman Dolan stated that it says provisionally because at some point there is a test that is required to keep this position according to Civil Service.

**RES. #034-17 APPOINT 2017 EMPLOYEES**

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

**WHEREAS**, the Town Board has previously approved the 2017 Annual Budget for the Town of Coeymans, and

**WHEREAS**, the budget included appropriations for personal services for contractual and non-contractual employees.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans, authorizes the following employees for 2017 in accordance with Labor Contracts in effect and budgeted amounts for the positions outside the scope of negotiated contracts. (see attached list)

NAME	POSITION	ANNUAL PAY PERIODS	RATE	
			SALARY	HOURLY
P. Crandall	Supervisor	26	\$1,346.15	
C. Rowzee	Confidential Secretary	26		\$18.60
N. Chmielewski	Clerk to the Supervisor	26		\$25.14

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L. Ziegler	HR Clerk I – P/T	26	\$14.10
D. Purinton	Internal Control Officer	26	\$105.00
T. Dolan	Council Member	26	\$461.54
G. Langdon	Council Member	26	\$461.54
K. Burns	Council Member	26	\$461.54
J. Youmans	Council Member	26	\$461.54
G. Dardani	Justice	26	\$769.23
K. Reilly	Justice	26	\$769.23
L. Eissing	Clerk to the Justice	26	\$25.90
K. Reilly	Court Clerk	26	\$13.10
D. Millious	Town Clerk	26	\$1,783.87
L. Vatalaro	First Deputy Clerk	26	\$20.77
B. Keyer	Clerk I – P/T	26	\$13.10
J. Kerr	Chief Operator	26	\$25.24
K. Geraldson	Operator	26	\$23.33
J. Lennon III	Operator	26	\$23.39
S. Searles	Highway Superintendent	26	\$2,109.00
T. Bennett	Equipment Operator II	26	\$23.19
M. Coons	Equipment Operator I	26	\$21.23
W. Haight	Equipment Operator I	26	\$20.83
G. LaMountain	Equipment Operator I	26	\$21.41
D. Merrill	Equipment Operator I	26	\$21.23
L. Southwick	Equipment Operator I	26	\$21.17
J. Rauf	Equipment Operator I	26	\$22.02
P.J. McKenna	Chief of Police	26	\$2,500.00
D. Contento	Police Sergeant	26	\$29.78
R. Johnson	Police Sergeant	26	\$29.48
J. Albert	Police Officer – FT	26	\$27.15
J. Bresette	Police Officer – PT	26	\$19.93
I. Burton	Police Officer – PT	26	\$19.93
E. Cotter	Police Officer – PT	26	\$18.13
M. Decker	Police Officer – PT	26	\$18.13
J. Dorsey	Police Officer – PT	26	\$18.13
J. Dunn	Police Officer – PT	26	\$22.79
J. Favata	Police Officer – PT	26	\$21.93
R. Gould	Police Officer – PT	26	\$18.13
R. Griffith	Police Officer – PT	26	\$22.79
H. Klein	Police Officer – PT	26	\$21.93
R. Loran	Police Officer – PT	26	\$18.13
R. Matos	Police Officer – PT	26	\$19.93
J. Myers	Police Officer – PT	26	\$21.93
S. Prokym	Police Officer – PT	26	\$23.79
B. Rinaldi	Police Officer – PT	26	\$22.79
K. Schwebke	Police Officer – PT	26	\$21.93
D. Scoons	Police Officer – PT	26	\$18.13
J. Weir	Police Officer – PT	26	\$18.13
D. LaMountain	Clerk I	26	\$24.76
K. Leonardo	Clerk I – PT	26	\$13.10
S. Gosse	Clerk I – PT	26	\$13.10
J. Shear	Dog Control Officer PT	26	\$192.13
J. Cashin	Building Inspector/CEO	26	\$22.10
S. DeBacco	Asst. Building Insp. PT	26	\$19.89
C. Anderson	Clerk I	26	\$20.60

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D. VanAlstyne	Parks & Rec. Maint. Sup.	26	\$19.58
D. Mergendahl	Laborer	26	\$20.36
E. Domanico	Bingo Inspector	26	\$32.00 Per Session
W. Bruno	Civil Defense Director	26	\$125.00 Monthly
H. Sturges	Town Historian	26	\$54.17 Monthly
D. Burns	Recreation Leader – PT	Seasonal	\$15.00
E. Quinto	Planning Board Chair	12	\$100.00 Mtg. \$50.00 Workshop
P. Foronda	Planning Board Co-Chair	12	\$90.00 Mtg. \$50.00 Workshop
A. Collins	Planning Board Member	12	\$80.00 Mtg. \$50.00 Workshop
C. Kunz	Planning Board Member	12	\$80.00 Mtg. \$50.00 Workshop
M. McGuire	Planning Board Member	12	\$80.00 Mtg. \$50.00 Workshop
R. Nolan	Planning Board Member	12	\$80.00 Mtg. \$50.00 Workshop
D. Ross	Planning Board Member	12	\$80.00 Mtg. \$50.00 Workshop
S. Schmitt	ZBA Chairman	12	\$125.00 Per Meeting
D. Harris	ZBA Member	12	\$75.00 Per Meeting
B. Hopkins	ZBA Member	12	\$75.00 Per Meeting
T.E. Powell, Jr.	ZBA Member	12	\$75.00 Per Meeting
A. Gonzalez	ZBA Member	12	\$75.00 Per Meeting
L. Ziegler	Planning & Zoning Secretary/ Alternate Member	12	\$100.00 Per Meeting/Workshop \$80.00 Planning Alternate \$75.00 Zoning Board Alternate

Supervisor Crandall stated that a copy of list of employees will be available in his office as well as the Town Clerk’s Office for anyone that would like to see it at any time.

Councilman Dolan stated that he would leave his copy available to any press members present that may like to see it.

**RES. #035-17 APPOINT LIAISONS TO DEPARTMENTS**

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

**WHEREAS**, the Supervisor wishes to appoint Council Members to serve as liaison representatives to the Town’s various Boards and organizations, and

**WHEREAS**, the Supervisor wishes to appoint Council Members to serve in their various assignments for a one-year term expiring on December 31, 2017.

**NOW, THEREFORE, BE IT RESOLVED**, that the following Council Members are hereby appointed to serve in the designated assignments:

Councilman Thomas E. Dolan – Police, Sewer, Highway & Conservation Advisory Board.

Councilman James C. Youmans – Building, Planning Board, Zoning Board, Assessor & Beautification.

Councilman George E. Langdon – Justice Court

Kenneth Burns – Town Clerk, Fire Departments, Rescue Squad.

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**RES. #036-17 APPOINT BOARD OF ETHICS COMMITTEE**

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

**WHEREAS**, the Town Board wishes to continue the work of the Ethics Committee.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans hereby appoints Francis Zullo, Fred H. Palmer and Delores Martinez to the Ethics Committee with terms to expire December 31, 2017.

**RES. #037-17 AUTHORIZE UNDERTAKING**

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

**WHEREAS**, Public Officer’s Law Section 11 and Town Law Section 25 require that the Supervisor, Town Clerk, Justices, Superintendent of Highways and such other officers and employees as the Town Board, may identify, execute and file in the office of the Town Clerk, County clerk and/or the Office of Court Administration, as appropriate, an official undertaking conditioned for the faithful performance of their duties, and

**WHEREAS**, the Town Board has determined that a Surety Company authorized to transact business in the State of New York should execute the aforementioned undertaking and the expense thereof shall be an authorized charge against the Town.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans directs the acquisition of such undertaking pursuant to the above stipulations.

**RES. #038-17 AUTHORIZE BUDGET TRANSFERS**

On motion of Councilman Langdon, seconded by Councilman Youmans, the following resolution was APPROVED – VOTE – AYES 3 – NAYS 2 – SO MOVED

**WHEREAS**, the Town Board is desirous of transferring the following funds in the 2017 Budget.

**GENERAL FUND (A)**

<b>AMOUNT</b>	<b>FROM ACCOUNT</b>	<b>TO ACCOUNT</b>
\$48,836.00	A8510.1 Community Beautification Personal Services	A1990.4 Contingency
\$11,921.00	A1410.1 Town Clerk Personal Services	A1990.4 Contingency
\$ 81.84	A9045.8 Life Insurance	A1990.4 Contingency
\$ 1,048.44	A9070.8 Dental Insurance	A1990.4 Contingency
\$ 428.00	A9089.8 Other Employee Benefits	A1990.4 Contingency
\$ 911.96	A9030.8 Social Security	A1990.4 Contingency

Councilman Langdon stated that they have been telling Town Clerk Millious that she couldn’t have an extra person all this time and now they are taking almost \$12,000.00 from her budget and putting it somewhere else.

Supervisor Crandall stated that’s what it is, it’s the other half.

Supervisor Crandall stated that all of the resolutions have been taken care of and it concludes the Organizational Meeting and then asked for a motion to adjourn the meeting.

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**ADJOURNMENT**

**MOTION**

On motion of Councilman Dolan, seconded by Councilman Youmans, the Organizational Meeting was adjourned.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Time – 9:38am

*Respectfully Submitted -*

**APPROVED –**

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*Diane L. Millious, Town Clerk*