

**MINUTES BOOK\*\*TOWN OF COEYMANS  
April 20, 2017 – Town Board Meeting – 7:00pm**

**A Town Board Meeting was held Thursday, April 20, 2017 at 7:00pm at Town Hall, 18 Russell Avenue, Ravena, New York**

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

**ABSENT:** George E. Langdon, Councilman

**ALSO PRESENT:** Diane L. Millious, Town Clerk  
Scott Searles, Highway Superintendent  
Peter J. McKenna, Chief of Police  
Paul Pastore, Attorney for the Town

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

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**OPENING COMMENT**

Supervisor Crandall stated that the record should reflect the presence of a full Town Board also attending were Town Clerk Millious, Highway Superintendent Searles, Chief of Police McKenna and Attorney for the Town Pastore.

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**AGENDA**

- Presentation
  - R-C-S Community Library
  - Albany County Legislator, Rick Touchette
- Public Announcements
  - Alcove Day, April 29, 2017
- Public Comment
- Approval of Minutes
  - Town Board Workshop, March 16, 2017
  - Town Board Meeting, March 23, 2017
- Old Business
  - Employee Handbook
- New Business
  - Street Lighting
  - Replace First Deputy Clerk
  - Sewer Plant Upgrades
  - Vacant Position in Community Beautification Department
  - Large Events at Coeymans Parks
  - Charter Communications Franchise Agreement
- Resolutions
  - Accept Resignation of First Deputy Clerk
  - Appoint Parks and Recreation Maintenance Supervisor
  - Appoint Highway Equipment Operator I
  - Authorize Supervisor to Execute Advanced Life Support Agreement
  - Authorize Supervisor to Execute Easement
  - Appoint Part-Time Police Officers
  - Amend 2016 Sewer Budget for Settlement
  - Amend 2016 Sewer Budget
  - Amend 2017 Highway Budget
- Upcoming Workshops/Meetings
  - Zoning Board of Appeals, April 26, 2017, 7:00pm
  - Town Board Meeting, April 27, 2017, 7:00pm

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**PRESENTATION**

**Albany County Legislator – Rick Touchette**

Supervisor Crandall invited Albany County Legislator Touchette to give an update on the Legislature.

Legislator Touchette stated that he has two things that he wants to bring to everyone's attention; the first thing is the Albany County Intern Job Training Program and continued by reading the following:

This program was created to provide opportunities for professional development to Albany County residents; it is designed for high-school and under-graduate students between the ages of 17-21. Albany County's initiative is to create a flexible work opportunity that will be beneficial to all candidates. Individuals will receive on the job training in the skills necessary to compete for a variety of positions within the County. For more information applicants can go to the Albany County website, the applications are due April 28<sup>th</sup>.

Legislator Touchette continued by saying that if anyone has any questions, they can give him a call and he will be happy to help. He added that last year they had at least 1 intern from Ravena and it worked out very well, it is a great program, there are 40 people from around the county that are chosen and reiterated that if anyone has any questions or interest he will be happy to help. He went on by saying that the second thing he has to share is at the last meeting of the Albany County Legislator they approved a project for the Public Works Department to rehab CR 101, which will go from 396 all the way down to Rt. 9W, which is approximately 3 ½ miles. He continued by reading the following:

They are going to mill 2 inches from Jarvis Road to Rt. 396 and the remainder of the road will be cold recycled at a depth of 4 inches, stone will be added along with the liquid asphalt and a small amount of Portland cement. The cold recycled sections will be shimmed with 1" of shim coarse asphalt. Once completed the entire length of the road will be paved with 2 inches of top coarse asphalt. The existing guiderail will also require work and that will be removed, reset and replaced as needed. Gordon Brothers is going to do the work and Callanan is the hauling and placement contractor. The approximate cost of this project is \$864,000.00 and the work will take place in June and July, possibly August if there is wet weather.

Legislator Touchette continued by saying that it is good news that the entire road is going to be done. He continued by saying that there is going to be a Public Information Meeting with the Department of Transportation on the Rt. 144 & Rt. 143 upgrade, which will take place April 26<sup>th</sup> at the high-school from 6:00pm to 7:30pm and it is for a project to establish or upgrade pedestrian facilities on Rt. 144 from James Drive to the Coeymans Creek Bridge, provide a pedestrian connection between Rt. 144 and Rt. 143, restore pavement surface condition and riding characteristics of Rt. 144 to Rt. 143 and improve the operation of Rt. 143 intersection with Rt. 144. He reiterated that the Public Information Meeting by DOT is April 26<sup>th</sup> at 6:00 and if anyone has any questions or comments, he would be happy to help.

Councilman Burns stated that he had a question and continued by saying that there is a Bill being brought up to do away with a Worker's Compensation Settlement after someone is hurt and all the medical issues have been addressed and then asked that Councilman Touchette if he was familiar with it.

Legislator Touchette stated that he has seen some comments about it; he believes that it is in the State Legislature and he doesn't know if it has been introduced in both houses.

Councilman Burns stated that he has spoken to Lopez and Amedore about it and he figures the more people that would be against it the better.

Legislator Touchette stated that he can assure him that if anything like that comes up in the County Legislature he will be fiercely opposing it.

Councilman Dolan asked if he has any information on the Earth Day Event at Lawson's Lake.

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Legislator Touchette stated that he has some information, there is a County Earth Day Project at Lawson's Lake next Saturday but he doesn't have any further details.

Highway Superintendent Searles stated that for the Rt. 101 project, they have to put it in their notes for the bike race this summer.

Supervisor Crandall asked Councilman Touchette when it is going to be done.

Legislator Touchette stated that it is June, July and August if the weather prohibits them from completing it in early summer.

Highway Superintendent Searles stated that he believes the race is in July.

Supervisor Crandall suggested getting a hold of them and let them know that construction will be going on and they may have to change their route.

**R-C-S Community Library – Megan Aurelia, Trustee**

Supervisor Crandall stated that Megan Aurelia was present and then invited her to the microphone.

Ms. Aurelia stated that she is the Vice-President of the Board of Trustees for the R-C-S Community Library and she is present to talk a little bit about the budget vote, which will be May 16<sup>th</sup> and she and Josie Bruno will be running again, at this point are unopposed. She continued by saying when most think about a library, they primarily think of books and at the RCS Community Library they are really trying to expand and they have come up with a mission in the past year and the current mission is to enrich lives, celebrate community and inspire creativity. She continued by saying that the way they are enriching lives, amongst other things is this past fall they installed a bike repair station, which has been great for the community, some of the teenagers are coming down and fixing their bikes and they have a cute little boy who came and fixed his motorized truck, he heisted it up and got underneath it and fixed. She added that the way they are celebrating community is that they are holding different programs, with one of their more successful ones this past year, Meet a Muslim and Amine Yakine from the Center for the Capital District came down and had a conversation about what religion meant to the Muslim community and answered any questions anyone had about the Muslim community in this community and it was a good back and forth conversation with people who didn't really understand what their faith was, which was a great way to understand our neighbors as well as ourselves. She went on by saying that the way that they inspire creativity is that they help members of the community access material but also provide materials for the community as well, one of the bigger purchases was their 3-D printer and the Librarians have been really great explaining how the printer works with not only kids but adults also so they can get more of a hands on experience with what the future of technology is going to be and then read the following:

The library is for everyone and we want to make sure that we stay around for a long time. The budget process is open, it goes right along with our school budget vote, and it is reviewed at public meetings, approved by the Board of Trustees and presented to the voters in May, this year May 16<sup>th</sup>. As a local government, R-C-S Community Library Budget falls under the tax cap regulations established by the New York State Comptroller. The library's major operating costs are salaries and benefits to the library staff, maintenance and Bond payments on library buildings, cost of computers and software for public and staff, purchase of books, periodicals, data bases and other borrowable materials and programming for the community. Additionally, the library has received over \$270,000.00 in grants in the past two years, which funded projects above and beyond the budget such as special programs and improvements to the building as I am sure if you go by you always see something going on. What the budget will be supporting this year is, the community facility is open 56 hours a week and every walk of life is welcome in the library. There is access to a large and diverse collection of books, DVD's, CD's, audio books, magazines and e-books. There is public computer use and 24/7 Wi-Fi access, if you ever see a car in the parking lot, they are not just hanging out there, they are probably using their cell phones and accessing the Wi-Fi. There is 24/7 online access to a collection of 35,000 digital books and reciprocal access to 29 other public libraries.

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She continued by saying that this year they are asking for a 1.9% increase in the tax levy, it is just under 2%, right at the New York State Comptroller's budget level and last year they asked for a tax levy of \$559,284.00 and this year they are asking for \$569,910.00. She concluded by saying that all the information is available on the R-C-S Community Library website, they are always open to questions and concerns for anyone who wants to drop in, their Board Meetings are open to the public and they encourage anyone with questions or concerns to come and see them.

Councilman Burns asked when their next Board Meeting is.

Ms. Aurelia stated that she believes it is May 15<sup>th</sup>.

Councilman Dolan stated that in the summer they have Evenings on the Green at the Coeymans Gazebo and on Wednesday, August 30<sup>th</sup> it is going to be the R-C-S Community Library Open Mic Night and anyone who wants to participate is welcome.

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**PUBLIC ANNOUNCEMENT**

**Alcove Day – April 29, 2017**

Councilman Dolan stated that April 29<sup>th</sup> is Alcove Day and there will be yard sales throughout the Alcove area of town with an indoor sale at the Coeymans Hollow Fire House where people can rent tables from them and maps will be available.

Supervisor Crandall interjected that maps will be available at the Fire House and Grange, you can stop, get a map and decide where you want to go, the map will tell you the products they have for sale.

Councilman Dolan stated that they usually have a Bake Sale at the Coeymans Hollow Fire House.

Supervisor Crandall stated that it is a great time and there are a lot of good things for sale.

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**PUBLIC COMMENT**

Supervisor Crandall invited the public to comment at this time.

**Ms. Barbara Tanner** stated that when Supervisor Flach was in office she brought up having a Transfer Station and he said he was going to look into it for a location at Jarvis Road and added that Councilmen Burns and Langdon were involved but she hadn't heard anything since.

Supervisor Crandall stated that he doesn't know about Councilmen Burns and Langdon being involved but he has approached Mr. Collins to draw up a plan for a Transfer Station, whether it will be at Jarvis Road or the Highway Department has yet to be determined but they are looking into a Transfer Station for white goods, cardboard, bundled newspaper, etc.

Ms. Tanner reiterated that Councilmen Burns and Langdon were involved; she knows that for a fact. She continued by saying that at the last meeting they mentioned a meeting with DOT and then asked if that was correct.

Supervisor Crandall stated that there have been many meetings with DOT.

Ms. Tanner asked why there were only 3 people there with 2 not being invited as well as understanding that when there are 3 people, it means there is a meeting so there should be minutes taken and then asked if there were minutes.

Supervisor Crandall stated that he doesn't know what she is talking about with 3 people; he and Councilman Dolan were there along with Sam Zhou and Pat Barnes from DOT and a few others.

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He added that before the meetings he wrote numerous letters to get these guys to come, he made numerous complaints and reiterated that he tried to get them to come down for meetings to talk things out. He continued by saying that anything that was brought up was presented before the Board, openly discussed and they got things done.

Ms. Tanner stated that apparently some of the Board Members weren't aware of the meeting.

Supervisor Crandall stated that everyone was made aware that he has been trying to do things and if he left someone out inadvertently, he apologizes for that but nothing was meant by it, he is just trying to help the Town.

Ms. Tanner stated that she understands that and added that it is a small town, they are all friends and neighbors and when she hears that a couple of people aren't told about the meetings, it makes her feel bad.

Councilman Dolan stated that wasn't correct.

Ms. Tanner interjected that someone is lying.

Councilman Dolan stated that it is not correct that they weren't told about the meetings and he can assure her of that.

Ms. Tanner stated that one person said they called Town Hall and were told that there was a meeting with DOT that they didn't know about.

Councilman Dolan stated that they share the information.

Ms. Tanner asked Town Clerk Millious if she was notified about the meeting.

Councilman Dolan interjected that there is no reason to notify the Town Clerk.

Ms. Tanner stated that it would be nice to inform her and added that when she is out and about she is hearing rumors so she brought it up so she can be told to her face.

Councilman Dolan stated that it is interesting that she used the phrase tell her to her face because none of the other Town Board Members have said anything to them about it to their faces and if they are talking to her about it, shame on them.

Ms. Tanner interjected that she didn't say it was them and added that maybe the lawyer can tell her if it constituted a meeting.

Attorney for the Town Pastore stated that he thinks she is talking about the Open Meeting Law.

Ms. Tanner stated that when she worked for the Tax Department, if you had more than 3 people going to a meeting, it was a meeting and minutes were to be taken.

Mr. Pastore stated that he thinks it would apply to members of the actual Town Board and for example if the Supervisor had a meeting with ten people outside the Board, there is not a requirement that minutes be recorded of the meeting. He added that he thinks the concern that she is referring to is if there were 2, 3 or 4 Board Members meeting when it's not an actual Board Meeting, which can be construed as violating the Open Meetings Law.

Councilman Dolan stated that one of the meetings was set up by Legislator Touchette, who set it up with DOT and Senator Amador and he invited them to the meeting.

Ms. Tanner inquired as to who was invited.

Councilman Dolan stated that he invited the Supervisor and the Deputy Supervisor and added that anytime that they have met with DOT, had a conversation with DOT, sent them a letter or received a letter; they have spoken about it at a Town Board Meeting.

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Supervisor Crandall echoed that it has always been spoken about and asked why they wouldn't talk about it at a Board Meeting because it is for the benefit of the Town.

Ms. Tanner stated that the only time that she ever heard it mentioned was after they had the meetings.

Councilman Dolan stated that it's not really true and added that he can show her numerous times in the minutes where they discussed meetings they were having and a couple times it appeared on the agenda, which he can get for her.

Ms. Tanner stated that she just wanted to get the facts.

Councilman Dolan stated that he thinks one of the biggest accomplishments so far in the first year and a quarter is that DOT kept telling them no and basically to shut the Supervisor up they agreed to find some money for the Town of Coeymans, which he thinks is great.

Supervisor Crandall asked if there were any other comments.

**Mr. Daniel Baker** stated that he lives on South Clement and added that he wanted to give a shout-out to the Coeymans Fire Department for their great job with the Roast Beef Dinner. He then asked what is going on with the Rodney Krzykowski property on Rt. 143.

Supervisor Crandall stated that the property is in control of Albany County right now and he has been in contact with them, they are just holding onto it for right now and trying to get the State Super Fund to address it because they feel as though there are some real problems there and no private individual wants to touch it because of the Super Fund problems that could possibly be there and there is approximately \$68,000.00 in back taxes owed the property.

Mr. Baker asked what they see happening there and if they think the County will pay for the clean-up.

Supervisor Crandall stated that he doesn't see the County stepping in and paying for that, they are going to drag their heels until they get some State money or Federal money, and he can't blame them because those things are costly.

Mr. Baker stated that he feels bad for the Town of Coeymans and the residents, everyone drives by it and he thinks they deserve better than that.

Councilman Youmans interjected that he agrees and if Mr. Baker has a solution, they are all ears.

Mr. Baker stated that it is why they were elected, they were elected to make those decisions and he is counting on them to make those decisions.

Councilman Youmans stated that there are no decisions to be made.

Councilman Dolan interjected that it isn't the Board's decision to make, they don't own the property, they don't control the property and they are not the ones that have various liens against the property. He added that his comment was a funny line but they are doing everything they can and the Code Enforcement Officer is working with State DEC to have the tires removed.

Mr. Baker stated that his comment wasn't meant to be funny, they are elected officials, it looks terrible out there, it's a direct correlation back to the Board and he just wants to know if someone is going to do something.

Councilman Dolan stated that the answer is yes.

Mr. Baker interjected that he knows there is finger pointing going on.

Supervisor Crandall stated that there isn't any finger pointing, he just told him the facts, he called the County a couple times and this is what they keep telling him so he does what he can do.

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Mr. Baker stated that he whole-heartedly believes that, it's been a few years and then asked if it's going to be 5 more years.

Supervisor Crandall stated that he wishes he could tell him, but he can't.

Councilman Dolan stated that to say that no one is doing anything is not accurate, he just told him that the Code Enforcement Officer is working with the State to have the tires removed, so that is something and he shouldn't say they are doing nothing because it's not true.

Mr. Baker stated that he didn't say they were not doing anything.

Supervisor Crandall asked State Legislator Touchette if he wanted to say something about it.

State Legislator Touchette stated that he will see what he can find out from the County and report back to the Board.

Supervisor Crandall asked if there were any other comments, hearing no he moved to the next item on the agenda.

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**APPROVAL OF MINUTES**

Supervisor Crandall stated that there were two sets of minutes for Town Board approval, a Town Board Workshop on March 16<sup>th</sup> and Town Board Meeting on March 23<sup>rd</sup> and then asked for a motion to approve them.

**MOTION**

On motion of Councilman Dolan, seconded by Councilman Youmans, the minutes were approved as presented and read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

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**OLD BUSINESS**

**Employee Handbook**

Supervisor Crandall stated that he had talked to the Board before about the Health Insurance Buy-Back and having all appointed employees punching in and with that in mind he would like to go through and follow the same steps that the County does with their buy-backs, which would be the same amount. He added that the Town's program is much too generous and they can't keep affording it every year so he would like to see it in three tiers, \$1,000.00 for single, \$2,000.00 for 2 people and \$3,000.00 for a family, which will save the Town money. He continued by saying that as far as having all appointed employees punch in, that is something that the Comptroller brought to his attention, something they should do, he agrees with the Comptroller and it only affects two employees right now, the Deputy Town Clerk and Code Enforcement Officer.

Councilman Youmans stated that to be clear, the Health Insurance Buy-Back is only for people not covered under a Collective Bargaining Agreement.

Supervisor Crandall reiterated that it doesn't affect anyone in a Collective Bargaining Unit.

Councilman Youmans asked if there is anyone currently who is not affected by a Collective Bargaining Agreement who gets a buy-back.

Councilman Dolan stated that he believes there is one and she is retiring.

Supervisor Crandall stated that it won't affect her.

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Councilman Dolan stated that when they do Collective Bargaining, it is something that they will bring up and the Unions and their members can decide if the Health Insurance Buy-Back is important to them vs. wages.

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**NEW BUSINESS**

**Street Lighting**

Supervisor Crandall stated that he met with associates from C.T. Male, Mr. Flores, the Town's Engineer and another Engineer and they came up with the annual facility charges for street lighting and discussed if it would be to the Town's advantage to take ownership of it. He added that the annual charge that they pay Central Hudson right now is \$32,232.00 and the annual energy cost is \$8,580.00 so the total cost is a little more than \$40,000.00, the estimated annual savings would be to the Town. He continued by saying that if they bought them and maintained them it would be a little over \$31,000.00, which would be a savings to the Town each year. He concluded by saying that it is something for the Board to think about and if they think they want to do it, they can put it in a resolution at a future meeting, he sees it as a benefit to the Town and a savings, but maybe there is something that he's not seeing here that wouldn't benefit the Town, he is looking at a dollar amount of savings.

Councilman Burns stated that another thing would be equipment and being able to get up to maintain them.

Supervisor Crandall asked Highway Superintendent Searles if the Town has any equipment to change the lights.

Highway Superintendent Searles stated that there isn't.

Supervisor Crandall stated that they would have to buy a piece of equipment and then asked that Highway Superintendent Searles check into it and find out what it would cost and to find out what the life expectancy of it would be. He added that he is sure that there is training from DOT and they can probably get it for free.

Councilman Dolan asked if the Village has equipment that could do that.

Highway Superintendent Searles stated that they don't.

Supervisor Crandall stated that he will wait to hear back from Highway Superintendent Searles and he will bring it up again to the Board at the next meeting.

Councilman Burns stated that they possibly could sub it out to local people like Rob VanEtten.

Highway Superintendent Searles stated that if they are going to do it, they should see if they will change them to all LED's before they do it.

Councilman Burns asked about a grant to do it.

Highway Superintendent Searles stated that now if you have a bad light and call, it is what they have to change it to, an LED and some have been changed but they won't just change them.

Supervisor Crandall stated that he believes the LED's have a 20-year life.

Councilman Burns interjected that they are really efficient.

Councilman Dolan stated that C.T. Male is checking to see if there is any grant money available for that.

Ms. Tanner suggested that they check with John Flach because he has street lights in the shopping center and might have equipment.

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**Replace First Deputy Clerk**

Supervisor Crandall read a memo that he was in receipt of from Town Clerk Millious regarding her First Deputy's Retirement and replacement of positions as follows:

To: Town Board  
From: Town Clerk Millious  
RE: Retirement of First Deputy and Replacements for Positions.

I have been recently advised that my First Deputy, Cindy Vatalaro is retiring on May 30, 2017. I am requesting to be placed on the agenda for the 04-20-2017 Town Board Meeting to discuss filling the First Deputy position with Bonnie Keyer at Cindy's current rate per hour and hiring Naomi Swaider as my part-time clerk at Bonnie's current rate per hour. Naomi previously applied, was interviewed for the position and is still interested.

Thank you.

Supervisor Crandall asked Town Clerk Millious if she wished to comment.

Town Clerk Millious stated that it is pretty much what the Memo said, Cindy is going to be leaving and her last day is May 30<sup>th</sup> and Bonnie Keyer has been with her for five years and she feels like she would be great in that position. She continued by saying that the position pays \$20.77 per hour, which is in the budget and she would like to see her get that rate of pay with the Clerk position being \$13.10 per hour. She added that she spoke with Naomi Swaider and she is still interested in the position but she needs the Board's approval to do it.

Supervisor Crandall stated that for the Clerk position, he would like for it to be advertised again to see if there is anyone else out there because it was 6-7 months ago that they advertised for it.

Town Clerk Millious stated that it was October or November and she only had two applicants.

Supervisor Crandall reiterated that he would like to see it advertised again to see if she can get more applicants and then go from there, she might have more of a choice and people will have a fair shot at it.

Councilman Dolan asked Town Clerk Millious if she has a timeline for when she proposes it to happen.

Town Clerk Millious stated that her First Deputy's last day is May 30<sup>th</sup> and she is hoping to have it in place and set by them but now it will take more time with having to put it in the paper because she has to run it for two weeks. She added that she was trying to save some money and thought she still could use that person for the position because she didn't have that many applicants from the time before. She went on by saying that she interviewed her and she is the one that she wanted back in the fall.

Supervisor Crandall stated that he is definitely not ruling her out; he just wants to give everyone a fair shot because it has been six months since it was advertised.

Town Clerk Millious stated that she needs the Town Board's approval to put an ad in the paper.

Councilman Dolan asked if they give her the approval now, when she would be able to get the ad in and added that he thinks one week would be enough unless she doesn't think so.

Town Clerk Millious stated that it may be able to appear in next week's paper but she's not sure and if not it would be the first two weeks in May, there is a Workshop on the 18<sup>th</sup> and it would be good to have something by the Meeting on the 25<sup>th</sup>.

Councilman Dolan asked that she check into getting it in the paper for next week and if so she can run it for one more week, they will put it on the agenda for the 25<sup>th</sup> with an appointment to start June 1<sup>st</sup>.

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Town Clerk Millious stated that when they do the resolution for her retirement, she would like to say something.

Councilman Dolan stated that because she attached names to the positions, he would like to discuss salaries in Executive Session and they can do it next week.

Town Clerk Millious stated that they can but it is public information as far as what's in our budget.

Councilman Dolan stated that he doesn't want anyone to take any implication as to Bonnie's work performance if someone were to express another dollar amount/wage and then asked if next week works for her.

Town Clerk Millious stated that it does.

Councilman Dolan stated that she can bring her budget so they have the information in front of them.

Supervisor Crandall stated that along the same line, they advertised for a position in the Beautification Department and there was a mistake, they wanted to advertise for a Laborer position but wanted to advertise for an Operator position, which they don't need because the man they are going to hire for the Supervisor of the Beautification Department has an Operator's License. He then stated that he would offer a motion.

**MOTION**

On motion of Supervisor Crandall, seconded by Councilman Youmans, authorizing the Town Clerk to advertise for a Laborer's position in the Community Beautification Department.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Langdon) – SO MOVED

Councilman Burns stated that in advertising for an Operator position, if an applicant is an Operator it would be a good person to have in case they need him at the Highway Garage.

Supervisor Crandall stated that they have that in the man they are going to hire as the Supervisor for the Beautification Department and it also would be quite a difference in pay rate.

**Sewer Plant Upgrades**

Supervisor Crandall stated that Chief Operator Kerr brought to his attention that they needed to meet so he asked Bob Flores and Councilman Dolan to come and discuss some things that they want to incorporate in the Sewer Project. He added that some of the things are little things but important like cracks in the wall and electrical work and they are trying to incorporate it in the Sewer Grant in order to save the Town some money. He continued by saying that he has a list of things to be incorporated in the Sewer Project so they will be compliant with everything that DEC sends at them and compliant with PESCH, which is the State form of OSHA, environmental and work safety.

Councilman Dolan interjected that right now they are totally in compliance with all aspects of the plant with PESCH and DEC.

Councilman Burns stated that Chief Operator Kerr asked him to ask the Board if before the next meeting they as a Board can go down to the Sewer Plant and let Chief Operator give them a walk-through so they can all see what he is talking about.

Supervisor Crandall stated that he had met with Chief Operator Kerr and he explained everything to him, which he has on paper, it's a list that they are going to address and in turn he gave it to the Engineer heading the Sewer Project, who will be working it all into the Sewer Project and it will be covered by that money.

Councilman Dolan stated that they had 3.2 million in grants and zero interest loans, when they are done with the second contract they will have expended roughly 1.4 million so they will have approximately 1.8 million dollars for the Sewer Plant upgrades. He added that both Contract I

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and Contract II came in under bid and because they are under, they have more money to spend at the plant and Mr. Flores did a great job, he was planning roughly 1 million dollars on the plant upgrades and there is approximately another \$700,000.00 to \$800,000.00 to spend there.

Supervisor Crandall stated that they have been under budget with every phase of the project so far and they are keeping their fingers crossed to keep the third phase under budget, which would give them money to go into a 4<sup>th</sup> phase.

Councilman Dolan stated that besides Mr. Flores frequent appearances at Town Board Meetings to give updates, they have met with him on an average of twice a month to go over the plans to see what has been done and to see what they can do different to improve it.

Supervisor Crandall interjected that he is constantly on the phone with him to make sure that things are going along.

Councilman Youmans stated that he thinks there is an important distinction to be made that it is saving the Sewer District money and not necessarily the Town, for those at home watching the meeting who are asking why they are paying for sewer when they have a septic system, they are not, if you don't benefit from sewer services, you are not contributing to it in any way.

**Large Events at Coeymans Parks**

Supervisor Crandall asked Councilman Dolan to discuss the large events scheduled at the Coeymans Parks.

Councilman Dolan stated that the Town Clerk brought to their attention two events and then asked Town Clerk Millious if she had those with her.

Town Clerk Millious stated that the first is the 6<sup>th</sup> Annual Wellness Community Walk put on by the R-C-S Wellness Committee, which will be Sunday, April 30<sup>th</sup>. She added that she wanted to bring it to the Board's attention because it involves the Police Department.

Councilman Dolan stated that they need to let the Police Chief know about it and generally there is a charge for the gazebo and he would move that they waive the fee.

Town Clerk Millious stated that the other event is Crystal Image Band at the gazebo, which is a music concert to honor the memory of Wayne VanKampen and in past years they have donated a tree and park bench. She added that it will be on a Friday night, July 21<sup>st</sup> and then asked if the Board was alright with that.

Councilman Dolan stated that they also have to bring this to the Chief's attention and when people want exclusive use of the gazebo there is a charge of \$25.00 and he would move that they not charge them, they are getting a good deal with them providing the entertainment, which is usually one of the better attended events in the town and the music is top notch.

Ms. Tanner from the audience questioned the gazebo needing repairs and whether it is safe.

Councilman Dolan stated that it does need repairs but it is safe to use.

Supervisor Crandall stated that the roof has a few leaks, they are going to have the kids over the summer stain it and it needs general repairs.

Town Clerk Millious stated that she believes the other event has been cancelled.

Councilman Dolan stated that it hasn't been cancelled, the person that was handling it is no longer employed and their General Counsel is going to get back to them to try and arrange it. He added that it will likely be an event that will involve the Police Department and probably the Highway Department.

**MINUTES BOOK\*\*TOWN OF COEYMANS  
April 20, 2017 – Town Board Meeting – 7:00pm**

**Charter Communications Franchise Agreement**

Supervisor Crandall stated that each Board Member has a copy of the Charter Communications Franchise Agreement and then asked that they take it home, look it over and anything that they want changed or don't like, they will go over at the next meeting.

Councilman Dolan stated that this is for people who would be covered by what use to be Time Warner Cable.

Councilman Youmans stated that there aren't many.

Councilman Dolan stated that it's not but they still deserve representation and if anyone knows people who are covered by them, they should reach out to them because when they do Franchise Agreements, they try to get the provider to commit to services that they don't want to provide to customers, such as extend lines. He continued by saying that they are sitting on a huge pool of money from their taking over the Time Warner business so they do have some money that they can try to leverage to help those people.

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**RESOLUTIONS**

**RES. #64-17 ACCEPT RESIGNATION OF FIRST DEPUTY CLERK**

On motion of Councilman Dolan, seconded by Councilman Youmans, the following resolution was APPROVED – AYES 4 – NAYS 0 – ABSENT 1 (Langdon) – SO MOVED

**WHEREAS**, Lucinda Vatalaro has submitted her let of resignation as First Deputy Clerk for the Town of Coeymans.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby accept the resignation of Lucinda Vatalaro, effective May 30, 2017.

Councilman Dolan asked that Town Clerk Millious read the retirement letter.

Dear Diane,

Please accept this letter as notice of retirement from my position as First Deputy Clerk. My last day of employment will be May 30, 2017.

It has been a pleasure and honor to serve as your First Deputy for the last seventeen years. I have thoroughly enjoyed working with you and Bonnie and all the other part-time clerks over the years and thankful that I got to be a part of such a great team.

Very truly yours,  
Lucinda Vatalaro

Town Clerk Millious read the following:

I would like to congratulate Cindy Vatalaro, my Deputy Town Clerk on her retirement. She has been a very dedicated and appreciated employee of the Town of Coeymans in her 17 years of service. I am very happy for her and want to enjoy her time. She will be missed.

Councilman Dolan stated that she did a great job and in talking to her, she said she plans on doing some traveling, which is great to do while you can and added that whenever he asked her for something in either the minutes or archives, she always took care of it. He continued by saying that she is very pleasant and will be missed.

Councilman Youmans stated that it makes him happy to see people retire so young and still have a lot of time to enjoy it.

**MINUTES BOOK\*\*TOWN OF COEYMANS**  
**April 20, 2017 – Town Board Meeting – 7:00pm**

**RES. #65-17 APPOINT PARKS AND RECREATION MAINTENANCE SUPERVISOR**

On motion of Councilman Burns, seconded by Councilman Dolan, the following resolution was APPROVED – AYES 4 – NAYS 0 – ABSENT 1 (Langdon) – SO MOVED

**WHEREAS**, Nelson Perry was temporarily appointed to the position of Parks and Recreation Maintenance Supervisor on February 23, 2017 to fill an unexpected vacancy; and

**WHEREAS**, the Town Board is desirous of filling the vacancy on a more permanent basis.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby provisionally appoint Frank Arnold as Parks and Recreation Maintenance Supervisor at the rate of \$20.52 per hour, effective April 24, 2017.

Councilman Dolan stated that he wanted to thank Nelson Perry for filling in in the interim and for the past two weeks he has been working pretty much by himself taking care of things that are seasonal in nature. He added that he understands that on Tuesday, Nelson will assist and train Mr. Arnold in how to put the docks in and Nelson thought that it would be important to have someone who knew the process so that is why it was put off and is later than people wanted it.

Supervisor Crandall stated that he had intended to have them put in by April 1<sup>st</sup> but with the untimely resignation of Mr. VanAlstyne, it wasn't possible.

**RES. #66-17 APPOINT EQUIPMENT OPERATOR**

On motion of Councilman Youmans, seconded by Councilman Dolan, the following resolution was APPROVED – AYES 4 – NAYS 0 – ABSENT 1 (Langdon) – SO MOVED

**WHEREAS**, William Haight resigned his position from the Town of Coeymans Highway Department effective April 15, 2017; and

**WHEREAS**, the Town Board is desirous of filling the vacancy created by said resignation;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby provisionally appoint Victor Juervis as Equipment Operator I at the rate of \$19.58 per hour, effective May 8, 2017.

Councilman Dolan asked if Highway Superintendent Searles wanted to say anything.

Highway Superintendent Searles thanked the Town Board for letter him hire someone.

Councilman Dolan stated that there was a small pool of people that applied but several who could have done the job.

Highway Superintendent Searles stated that Mr. Juervis is more than qualified.

Supervisor Crandall stated that he hopes he works out well for him.

**RES. #67-17 AUTHORIZE SUPERVISOR TO EXECUTE ADVANCE LIFE SUPPORT AGREEMENT**

On motion of Councilman Dolan, seconded by Councilman Youmans, the following resolution was APPROVED – AYES 4 – NAYS 0 – ABSENT 1 (Langdon) – SO MOVED

**WHEREAS**, the Town of Coeymans has participated in the County's Emergency Medical Services Program to provide Advanced Life Support services; and

**WHEREAS**, a new contract is in place for the Advanced Life Support services with the Albany County Sheriff's Office for the period of January 1, 2017, through December 31, 2017; and

**WHEREAS**, this contract amount is not to exceed \$217,803.99 as stated in said contract.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans hereby authorizes Supervisor Philip A. Crandall to execute the contract for Advanced Life Support Services with the Albany County Sheriff's Office.

**MINUTES BOOK\*\*TOWN OF COEYMANS**  
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**RES. #68-17 AUTHORIZE SUPERVISOR TO EXECUTE EASEMENT**

On motion of Councilman Burns, seconded by Councilman Dolan, the following resolution was APPROVED – AYES 4 – NAYS 0 – ABSENT 1 (Langdon) – SO MOVED

**WHEREAS**, the Town of Coeymans is currently working on a Sewer Infrastructure Upgrade Project, and

**WHEREAS**, it is necessary to relocate and straighten the sanitary and storm sewer lines for said project; and

**WHEREAS**, the original Sewer Easement at 17 Civill Avenue has been terminated and released and a new right-of-way and easement has been advised in order to facilitate the Sewer Infrastructure Upgrade Project and to authorize the relocation/straightening of the sewer lines.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans hereby authorizes Supervisor Philip A. Crandall to execute the attached Memorandum of Understanding and Right-of-Way Easement for 17 Civill Avenue.

Councilman Dolan stated that he is glad that they were able to do this, if they hadn't been able to, either they would not have been able to straighten the sewer line like they wanted to or it would have left the property owner surrounded by three easements, which was not fair to the homeowner.

Supervisor Crandall stated that it makes for a nice straight flow down-through and then thanked Roberta Persico and her family for giving them the easement and then asked Attorney for the Town Pastore if he wanted to comment.

Attorney for the Town Pastore stated that he would add, as the resolution reads, there is both a Memorandum of Understanding, which basically details what should be done practically speaking with regard to the old easement and what should or will be done regarding the new easement. He added that those terms and conditions that are outlined in the Memorandum of Understanding have already been reviewed and approved by the Town and he received in his office yesterday the Memorandum of Understanding that is executed by the grantors of the easement along with the permanent right-of-way and easement, which he has for the Supervisor's signature and in turn he will return them to the Attorney who represents the grantor at 17 Civil Avenue for filing and recording. He continued by saying that in addition to those documents, they also had to in essence terminate the original easement, which was done by a release, it will be filed and recorded as well with the two documents so technically speaking, once the Supervisor signs them, the work can be done but they will be taking the next step legally and have them recorded. He concluded by saying that there are no more delays associated with the commencement of the work on this property and the one thing that he would remind the Board is that it is noted in the actual easement that it is important for prior to commencement of the work, that the Town reach out to the people and let them know.

**RES. #69-17 APPOINT PART-TIME POLICE OFFICERS**

On motion of Councilman Youmans, seconded by Councilman Dolan, the following resolution was APPROVED – AYES 4 – NAYS 0 – ABSENT 1 (Langdon) – SO MOVED

**WHEREAS**, the Town Board had previously authorized the sponsorship of two individuals, Karin Patel and E.J. Seney, to attend the Police Academy at their own expense; and

**WHEREAS**, a requirement for continued training in placement on the Police Registry; and

**WHEREAS**, such placement requires appointment as a Police Officer.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby appoint Karin Patel and E.J. Seney, has successfully completed their training at the Police Academy, to the position of Probationary Part-Time Police Officers, effective April 3, 2017. Appointment is contingent upon said candidates signing a Personal Services Contract with the Town of Coeymans. These Officers will be compensated at the rate designated in the current Collective Bargaining Agreement.

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Supervisor Crandall asked Chief McKenna if he had anything to add.

Chief McKenna stated that he wanted to thank them for the opportunity to put the Officers in the next phase, they have successfully graduated from Zone 14 Academy, they started with 14 or 15 Officers and finished with 10, and it was a stringent program. He added that he would like to continue and alter their positions from recruit to Probationary Police Officer, which would include infiltrating with the Officers that he currently has so they will have a pool of Officers trained to be available to work the shifts necessary while keeping the cost down by having a larger pool of part-time employees available.

Councilman Dolan interjected that there is no additional expenditure to the Town by having these additional Officers and actually it saves them because it eliminates the likelihood of overtime.

Chief McKenna stated that having a larger pool of employees to draw from as part-time Officers does several things, first as Councilman Dolan said, it precludes overtime and reduces it dramatically because there are a large number of people to reach out to when shifts are filled, part-time Officers who are scheduled and don't come to work are not paid and the incremental raises that come with hours worked here moves slower when you have a larger pool to work with. He added that he is glad to have the opportunity to have a larger contingency to draw from; all are very qualified and talented and will serve to the best of their ability.

Ms. Tanner from the audience asked how many full-time and part-time Officers there are.

Chief McKenna stated that full-time is 4 and there are 17 part-time and they have a staggered time-frames where it isn't the traditional days, evenings and midnights so they can cover more time with a range of shifts. He continued by saying that there are always two Officers out there for a minimum of 22 hours a day and that doesn't include having an Investigator on or the SRO's time.

Supervisor Crandall stated that most of the part-time Officers are experienced Officers in other Departments in the area and it is a big plus for them to have experience.

Chief McKenna stated that one of the Officers that they just took on, E.J. Seney is a Retired Deputy Chief from the Albany Fire Department and Level I paramedic, he is already jumping in with both feet looking at things that they can do for training with the Officers, he can train as a Train the Trainer for using Narcan, a defibulator and other things like that, which will work out very well.

Councilman Youmans stated that he will be a good guy to have around.

**RES. #70-17 AMEND 2016 SEWER BUDGET FOR SETTLEMENT**

On motion of Councilman Dolan, seconded by Councilman Burns, the following resolution was APPROVED – AYES 4 – NAYS 0 – ABSENT 1 (Langdon) – SO MOVED

**WHEREAS**, the Town of Coeymans passed resolution #108-16 on July 28, 2016 reducing the yearly billing for the Village of Ravena; and

**WHEREAS**, the Town of Coeymans and the Village of Ravena have worked together on the sewer fund settlement for 2016; and

**WHEREAS**, the Town of Coeymans and the Village of Ravena have agreed on a settlement payment of \$23,258.55 from the Village of Ravena to the Town of Coeymans; and

**WHEREAS**, the Town of Coeymans has to account for the settlement money for 2016.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby authorize Supervisor Philip A. Crandall to amend the 2016 sewer fund budget as follows:

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**Increase Revenue**

SS2374 Sewer Services Other Government \$23,258.55

**Decrease Revenue**

SS8130.4 Contractual – Joint \$23,258.55

Councilman Dolan stated that he wanted to thank Nita for working with the Village, particularly Bill Bailey to identify parts in their billing that the Village didn't pay but should have paid and because of the hard work and the Village willing to work with them on it, they are getting an extra \$23,000.00.

**RES. #71-17 AMEND 2016 SEWER BUDGET**

On motion of Councilman Burns, seconded by Councilman Youmans, the following resolution was APPROVED – AYES 4 – NAYS 0 – ABSENT 1 (Langdon) – SO MOVED

**WHEREAS**, the following Sewer Fund accounts have been depleted due to unforeseen expenditures; and

**WHEREAS**, the Town of Coeymans Accountant has recommended that the accounts be made whole for the completion of the Annual Financial Report.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby authorize Supervisor Philip A. Crandall to amend the 2016 Sewer Fund (SS) Budget as follows:

**Sewer Fund (SS)**

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$ 54.83	SS1910.4 Insurance	SS8120.1 Sewer Collection Personal Services
\$ 13.95	SS1910.4 Insurance	SS9045.8 Life Insurance
\$ 34.08	SS1910.4 Insurance	SS9055.8 Disability Insurance
\$ 72.56	SS1910.4 Insurance	SS9070.8 Dental Insurance
\$ 149.42	SS1910.4 Insurance	SS9720.6 Principal H-37
\$ 147.67	SS1910.4 Insurance	SS9710.6 Principal H-36
\$ 49.47	SS8130.2 Equipment	SS9710.6 Principal H-36
\$ 798.00	SS8130.2 Equipment	SS9010.8 NYS Retirement
\$ 675.00	SS8130.2 Equipment	SS9730.62 Principal H-39
\$ 3,092.85	SS8130.2 Equipment	SS9730.74 Interest H-41
\$43,639.68	SS8130.2 Equipment	SS8130.4 Sewage Treatment Contractual
\$18,606.62	SS8120.4 Sewage Cont.	SS8130.4 Sewage Treatment Contractual

**RES. #72-17 AMEND 2017 HIGHWAY BUDGET**

On motion of Councilman Youmans, seconded by Councilman Burns, the following resolution was APPROVED – AYES 4 – NAYS 0 – ABSENT 1 (Langdon) – SO MOVED

**WHEREAS**, the Town of Coeymans Highway Department has incurred body damages to one Sterling Dump Truck C-8; and

**WHEREAS**, the damages are covered by the Town of Coeymans Insurance Company; and

**WHEREAS**, the Town of Coeymans has received checks in the amount of \$11,002-14 from the Insurance Company for repairs for said vehicle; and

**WHEREAS**, the Highway Department is desirous of repairing the Sterling Dump Truck C-8.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby authorize Supervisor Philip A. Crandall to amend the Highway Department Fund (DB), 2017 Budget as follows:

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**Increase Revenue**

DB2680 Insurance Recovery \$11,002.14

**Decrease Revenue**

DB5130.4 Machinery \$11,002.14

Supervisor Crandall stated that this is for the truck that was damaged during the storm and they are very fortunate that insurance covered it all.

Highway Superintendent Searles stated that they can start working on it to get it back on the road.

Supervisor Crandall interjected that the best news is that no one got hurt.

Councilman Youmans stated that they are even more fortunate that no one got hurt and it is a thankless job.

Supervisor Crandall stated that those working out there do a great job.

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**UPCOMING WORKSHOPS/MEETINGS**

- Zoning Board of Appeals Meeting, April 26, 2017, 7:00pm
- Town Board Meeting, April 27, 2017, 7:00pm

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**ADDITIONAL COMMENTS**

Supervisor Crandall asked if there were any other comments.

Councilman Youmans stated that it was unfortunate the Mr. Baker left because he wanted to chat with him after the meeting and added that it is easy to make wise cracks and say things like you are elected, you figure it out. He continued by saying that the fact of the matter is that he has spoken with a lot of the residents that live out there and have for years and no one is happy with the eye sore that exists there but to say they have done nothing about it isn't fair. He concluded by saying that they have their County Legislator there tonight and he's assured them that he will do everything within his power to get it moving at the County level and when they got elected to an office, it doesn't mean that they have all the answers and when he asked if anyone had any ideas, it wasn't in jest, it was a serious question and if anyone has any suggestions on anything they can be doing better, he would love to hear them, especially on getting that mess cleaned up.

Councilman Burns stated that he doesn't think there is anything they can do, the Malphrus property cost the Town thousands of dollars and they never did get much headway with it.

Supervisor Crandall stated that he's not about to get the Town involved with something illegal when it comes to property rights, you have to be very careful, you could be sued and reiterated that you have to be very careful when it comes to people's property. He concluded by saying that he doesn't like the mess any more than anyone else does and they are working quietly behind the scenes to get it cleaned up, they are hitting some roadblocks but they will keep trying.

Councilman Youmans stated that Mr. Boomer was at the last meeting and every time you talk to him it is one of his issues and it is rightfully so.

Councilman Dolan stated that there were previous Board's that tried too and they tried to do what they could but if they start to infringe on people's rights by going on their property and taking away property, even if it viewed as garbage or debris, not only can they be sued or have other sanctions and people don't appreciate the Town or any government infringing on their private property.

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Supervisor Crandall stated that it is so frustrating and hard to get anything done on the property and he feels bad for all the people who live near because it decreases their property value, it is very frustrating and he understands. He then asked if there were any other comments.

Councilman Dolan stated that through his day job with Albany County Cooperative Extension in Faith Plaza, they coordinate with Albany County to hire summer employment youth, there is an income eligibility factor, which is 200% of the poverty level based on your household size. He added that last year they had 49 youth employed, many worked for the Town, Village, Senior Center, Pieter B. Coeymans, and Library, they are minimum wage jobs, 20 hours a week and if someone wants to pick up an application they are available in his office or you can call 756-8650 and he can walk you through the process.

Supervisor Crandall asked if there were any other comments.

Councilman Burns stated that he wanted to thank everyone, the Police Department is doing a great job, the Highway Department is doing awesome, in the Clerk's Office everyone is going to miss Cindy and hopefully Bonnie will step up and they will be able to replace Bonnie's position.

Supervisor Crandall asked if there were any other comments.

Town Clerk Millious stated that the Bid Opening for the Sewer Phase III Project is next Tuesday, April 25<sup>th</sup> at 2:00pm, she settled the Property Taxes with Albany County, balanced to the penny and she wanted to thank her help for another year of doing a great job. She concluded by saying that she is going to miss Cindy, she's not just her Deputy, she is her good friend.

Supervisor Crandall asked if there were any other comments.

Highway Superintendent Searles stated that he wishes Cindy the best in her retirement.

Supervisor Crandall asked if there were any other comments.

Councilman Dolan stated that the people who work in the front office do an awesome job.

Supervisor Crandall agreed.

Ms. Barbara Tanner conveyed that their voices are very soft are hard to hear and asked that they speak up.

Supervisor Crandall asked if there were any other comments, hearing none he asked for a motion to adjourn.

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**ADJOURNMENT**

**MOTION**

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

VOTE – AYES 5 – NAYS 0 – SO MOVED

Time – 8:23

*Respectfully Submitted -*

**APPROVED –**

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*Diane L. Millious, Town Clerk*