

MINUTES BOOKTOWN OF COEYMANS
April 25, 2011 – TOWN BOARD MEETING – 7:00PM**

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A Town Board Meeting was held April 25, 2011, at 7:00PM at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: James C. Youmans, Supervisor
Dawn Rogers, Councilwoman
Thomas A. Boehm, Councilman
Richard N. Touchette, Councilman
Thomas E. Dolan, Councilman

ALSO PRESENT: Diane L. Millious, Town Clerk
David Wukitsch, Attorney for the Town
Greg Darlington, Chief of Police
Albert Deering, Highway Superintendent

Supervisor Youmans opened the Meeting and led the Pledge of Allegiance.

OPENING COMMENT

Supervisor Youmans stated that the record should reflect the presence of a full Town Board in addition to Deputy Town Clerk Vatalaro, Attorney for the Town Wukitsch, Chief Darlington and Highway Superintendent Deering.

AGENDA

- Public Comment
- Approval of Minutes
 - Town Board Meeting, April 11, 2011
 - Town Board Workshop, April 19, 2011
- Supervisor's Report – March 2011
- Department Reports
 - Building, March 2011
 - Police, March 2011
 - Sewer, March 2011
 - Town Clerk, March 2011
- Old Business
 - Housing Choice Voucher Program
- New Business
 - Spending Freeze
 - Highway Superintendent's Request to Attend Highway School
 - Highway Department Surplus Equipment
- Resolutions
 - Budget Amendment (Insurance Recovery)
 - Budget Amendment (Highway Garage Well)
 - Budget Amendment (Refuse & Garbage)
 - Transfer of Funds
 - Approval of April Abstract
- Town Board Workshops/Meetings
 - Town Board Meeting, May 9, 2011, 7:00pm
 - Town Board Workshop, May 17, 2011, 6:00pm
 - Town Board Meeting, May 23, 2011, 7:00pm

PUBLIC COMMENT

Supervisor Youmans stated that the Public Comment period is not a time for debate and the Town Board will not take questions during that time and they may or may not choose to respond to any comments made. He continued by inviting the public to comment at this time, hearing none he moved to the next item on the agenda.

APPROVAL OF MINUTES

Supervisor Youmans stated that there were two sets of minutes for Town Board approval, a Town Board Meeting on April 11th, and a Town Board Workshop on April 19th, and continued by asking for a motion to approve them.

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Dolan, the Town Board Minutes were approved as presented and read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Councilman Touchette interjected that his vote would be with a stipulation that he was not in attendance for the Workshop on April 19th.

SUPERVISOR’S REPORT

March 2011

FUND	BAL. FWD.	RECEIPTS	DISBURSEMENTS	BALANCE
GENERAL	\$408,330.76	\$1,054,825.11	\$1,174,872.32	\$288,283.55
PART-TOWN	\$308,191.14	\$ 31,197.97	\$ 219,235.36	\$120,153.75
HIGHWAY	\$121,846.67	\$ 200,450.56	\$ 124,761.67	\$197,535.56
BRIDGE CONST.	\$ 4,290.92	\$ 22.54	-0-	\$ 4,313.46
SEWER	\$115,319.39	\$ 50,275.83	\$ 63,412.19	\$102,183.03
SPEC. WATER	\$ 46,688.97	\$ 30,382.11	-0-	\$ 77,071.08
POLICE FOR.	\$ 11,564.81	\$ 2.94	-0-	\$ 11,567.75
TRUST & AGENCY	\$ 18,980.51	\$ 306,563.01	\$ 305,289.38	\$ 20,254.14
H-FUND CAP. Proj.	\$299,390.52	\$ 62.21	\$ 167,385.75	\$132,403.23
SECTION 8 78 Units	\$125,390.52	\$ 40,519.60	\$ 42,328.47	\$123,581.65
			Tot. Rec. Balance	\$1,077,347.20

CERTIFICATES OF DEPOSITS

MATURITY DATE

NAT. BANK OF COX.	(A) General	30 Days	\$800,000.00	04-08-2011
BANK OF GREENE	(B) Part-Town	60 Days	\$200,000.00	04-08-2011
NAT. BANK OF COX.	(DB) Hgwy.	9 Months	\$ 85,000.00	10-07-2011

<u>SAVINGS ACCOUNTS</u>		<u>COLLATERAL COVERAGE</u>	<u>FDIC</u>	<u>COLLATERALIZED</u>
Unemployment	\$ 4,072.05	Bank of Greene	\$250,000.00	\$1,482,740.80
Grove Cemetery	\$40,842.13	National Bank	\$250,000.00	\$ 871,087.24
Coey. Hollow Cem.	\$14,337.44			
Sewer-Dedicated	<u>\$ 6,317.23</u>			
Total	\$65,568.85			

Supervisor Youmans asked for a motion to approve the report.

MOTION

On motion of Councilman Boehm, seconded by Councilwoman Rogers, the Supervisor's Report was accepted as presented and read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

DEPARTMENT REPORTS

Building Department – March

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

Councilwoman Rogers continued by giving the report.

Supervisor Youmans asked for a motion to approve the report.

MOTION

On motion of Councilman Dolan, seconded by Councilman Touchette, the report was accepted as presented and read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Police Department – March

Supervisor Youmans asked that Police Chief Darlington give the Police Department Monthly Report.

Chief Darlington continued by giving the report.

Supervisor Youmans asked for a motion to approve the report.

MOTION

On motion of Councilman Boehm, seconded by Councilwoman Rogers, the report was accepted as presented and read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Sewer – March

Supervisor Youmans asked the Councilman Touchette read the Sewer Department Monthly Report.

Councilman Touchette continued by giving the report.

Supervisor Youmans asked for a motion to approve the report.

MOTION

On motion of Councilman Dolan, seconded by Councilman Boehm, the report was accepted as presented and read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Town Clerk - March

Supervisor Youmans asked that Deputy Clerk Vatalaro give the Town Clerk Monthly Report.

Deputy Clerk Vatalaro continued by giving the report.

Supervisor Youmans asked for a motion to approve the report.

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Dolan, the report was accepted as presented and read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Supervisor Youmans stated that to be clear, the striper season will be as soon as the water warms up a little bit more and to fish striped bass in the Hudson River, you no longer need a license to do so.

Deputy Clerk Vatalaro stated that was correct.

Supervisor Youmans stated that he has received some inquiries from the fishing public as to when the docks will be installed and Parks & Maintenance Supervisor Perry has assured him that they are out and ready and as soon as the weather cooperates long enough to put them in, they will be put in. He added that he appreciates everyone's patience with this but the weather has not cooperated very well, as everyone is aware.

OLD BUSINESS

Housing Choice Voucher Program

Supervisor Youmans stated that at the last meeting they discussed a letter from Joseph Mastrianni, Inc., the Administrator for the Section 8 Housing Program and he was inquiring as to if the Town Board would be willing to lift the moratorium on new Section 8 housing units in Oakbrook Manor and in turn they had Code Enforcement Conrad check with Building Inspector Burns for the Village of Ravenna and he advised that there are four violations there. He added that he would recommend that they give it more time and let it continue to improve and with the Board's direction he will send a letter to Mr. Mastrianni stating that.

Collectively the Town Board agreed.

Councilman Boehm stated that he had another Old Business topic, which is the parking issue and added that he along with Chief Darlington and Attorney for the Town Wukitsch had discussed it prior to the meeting. He added that they will be preparing a resolution that will not require a Local Law and it will basically be a resolution that they work out at a Workshop to move at their next Town Board Meeting. He added that it will prohibit repairs being made in the parking lot and require that all vehicles must be registered with no allowance for storage of trailers, ATV's, boats and personal items.

Supervisor Youmans thanked Councilman Boehm and added that for clarification Councilman Boehm is referencing the Town parking lots located throughout the Town and they are not talking about street parking at this point.

NEW BUSINESS

Spending Freeze

Supervisor Youmans stated that as everyone is aware, they were notified by Albany County that based on the Town's census number they would see a reduction in their Sales Tax Revenue that they share with the Town. He added that he was of the opinion that they should wait and see what the first check was and when the news came to them in the beginning of April; they knew that the first distribution would be mid April and in turn they would see where they stood with it. He continued by saying that the unfortunate truth is that the first distribution check is short by approximately \$50,000.00, which puts them at the expectation that they had that they would be missing roughly \$212,000.00 for the year, which could change and be a bigger loss than that because if gas prices continue to rise it is going to take a bite out of people's disposable income. He went on by saying that he is concerned that the \$212,000.00 is not the end and even if it is, it is not a good thing and it is a big chunk of the Town's revenue for the year and they are not going to be able to make up that much revenue within the budget by simple belt tightening. He added that this is going to require some hard work on the Board's part and some of what he is afraid will be difficult choices and before they can have a firm handle on where they stand at this stage, they need to get this month's Abstract in the books and in turn do some analysis to find out year to date expenditures as they relate to percentages of different accounts as well as requiring a line by line budget analysis by the Board. He concluded by saying that until it is done and they determine the path forward, he is recommending a hard spending freeze on all expenditures for all departments, which he does not see as a long term freeze but lasting until they see their way forward, which will be a matter of weeks until they have made decisions and know exactly what they are going to do with the budget to make up the \$212,000.00. He then offered a motion.

MOTION

On motion of Councilman Youmans, seconded by Councilman Touchette, issuing a spending freeze to all departments, effective immediately and until further notice.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Councilman Boehm reiterated that it will be effective immediately and then asked if all expenditures should go through the Supervisor's Office.

Supervisor Youmans stated that they should and added that he cannot emphasize how critical a point they are at.

Highway Superintendent's Request to Attend Highway School

Supervisor Youmans stated that they have a request from Highway Superintendent Deering to attend 2011 Highway School in Ithaca and continued by reading the following:

TO: Town Board
FROM: Highway Superintendent Deering

I am requesting authorization to attend the 2011 Highway School being held from June 6-8 at Ithaca College, Ithaca, NY.

Early registration fee of \$90.00 should be submitted to the Association of Towns by May 23, 2011.

Please see the attached registration form.

Councilwoman Rogers interjected that this is the one that Albert does every year.

Supervisor Youmans reiterated that it is the one that he does every year and there are credits and training requirements that he has to have.

Councilman Boehm interjected that they just authorized a spending freeze.

Supervisor Youmans stated that they did, which means there is no discretionary spending whatsoever and now they have before them a request to spend \$90.00 and Highway Superintendent Deering needs it for course credits. He then asked Highway Superintendent Deering to elaborate.

Highway Superintendent Deering stated that it will be \$90.00 for registration plus a room for three days.

Councilman Touchette asked if there was a motion on the floor.

MOTION

On motion of Councilwoman Rogers, with no second, to authorize Highway Superintendent Deering to go to Highway Training School from June 6-8 for a total cost of \$90.00

Attorney for the Town Wukitsch interjected that it would also be plus the hotel.

Councilman Boehm inquired as to if Highway Superintendent Deering knew how much the hotel would be.

Highway Superintendent Deering stated that off the top of his head he didn't and added that he thought it was on the registration form.

Collectively it was decided it was not on the form.

Councilman Boehm asked Highway Superintendent Deering what would happen if he doesn't get the credits.

Highway Superintendent Deering stated that it is a Certificate of Attendance for the number of years attending and added he is working on 15 years.

Councilman Boehm asked again what would happen if he didn't get the credit.

Highway Superintendent Deering stated that nothing would happen.

Councilman Boehm stated that given the situation of a hard spending freeze he will be voting no on it and added that it does not make sense at this point.

Supervisor Youmans interjected that the registration form says that payment must be received by May 23rd for the early registration discount and added that they have some time and he would move that they table it. He then asked if there was a motion on the floor.

Deputy Clerk Vatalaro stated that Councilwoman Rogers made a motion.

Attorney for the Town Wukitsch stated that they will lose the early registration fee.

Councilwoman Rogers interjected that it would then be \$125.00.

Councilman Dolan stated that they have until May 23rd and added that they can discuss it at the next meeting.

Supervisor Youmans reiterated that he is recommending that they table it.

Councilman Dolan asked if they can have the cost of the hotel at the next meeting.

Highway Superintendent Deering stated that he has to get the hotel reserved and it should be done tomorrow or the next day because it fills up and then you get bounced all over the place trying to find somewhere else.

Supervisor Youmans stated that in all fairness, they can't authorize a hotel that they don't have any information on and it does not say anything on the registration form and then asked if he was missing something. He added that they certainly have time to table it.

Collectively the Town Board agreed.

Councilman Boehm interjected that he will be voting no but for now they can table it.

Highway Superintendent Deering interjected that if the Town Board does not approve it he will have to pay for it by himself, which would make him not happy and added that he has been going to this school for years and it would be a spending freeze for \$300.00 - \$400.00.

Councilwoman Rogers stated that everyone else went for their training.

Councilman Boehm reiterated that they just voted for a hard spending freeze.

Highway Department Surplus Equipment

Supervisor Youmans stated that there is a request for authorization to put up the old box and spinner from truck C22, as is, for auction on Auction International and then asked Highway Superintendent Deering if the new box is installed.

Highway Superintendent Deering stated that it has been completed.

Supervisor Youmans asked the Board if they were alright with it and if there was a motion.

MOTION

On motion of Councilman Dolan, seconded by Councilman Touchette, authorizing Highway Superintendent Deering to place the box and spinner for auction on Auction International.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Highway Superintendent Deering stated that maybe he will get enough for that and the mowers to go to school.

RESOLUTIONS

RES. #50-11 AMEND BUDGET – INSURANCE RECOVERY

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

WHEREAS, the Town of Coeymans 2011 Adopted Budget did not provide a revenue line item for insurance recovery, and

WHEREAS, the Town of Coeymans has received insurance recovery monies for a Law Enforcement Vehicle, and

WHEREAS, the Town of Coeymans is desirous of establishing a revenue line item in the 2011 Adopted Budget,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby establish revenue line item A2680 – Insurance Recovery in the 2011 Adopted Budget, and

BE IT FURTHER RESOLVED, that the 2011 Budget be amended as follows:

Increase Revenue Line Item A2680 Insurance Recover \$3,596.11

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Increase Appropriation Line Item A3120.4 – Law Enforcement \$3,596.11
(Contractual)

RES. #51-11 AMEND BUDGET – HIGHWAY GARAGE WELL

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

WHEREAS, the Town of Coeymans has expended funds from A5132.4 to repair the Highway Garage well, and

WHEREAS, the Town of Coeymans has received insurance recovery monies from New York Municipal Insurance Reciprocal (NYMIR) for the repair of the Highway Garage well,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby amend the 2011 Budget as follows:

Increase Revenue		
A2680 Insurance Recovery		\$4,389.51
Increase Appropriation		
A5132.4 Highway Garage		\$4,389.51

RES. #52-11 AMEND BUDGET – REFUSE & GARBAGE

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

WHEREAS, the Town of Coeymans 2011 Adopted Budget did not provide for expenditures from Refuse and Garbage, and

WHEREAS, the Town of Coeymans has experienced unforeseen expenditures in this line item, and

WHEREAS, the Town of Coeymans is desirous of paying these expenditures,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby amend the 2001 Adopted Budget as follows:

Decrease		
Contingency	A1990.4 Contractual	\$2,655.00
Increase		
Refuse & Garbage	A8160.4 Contractual	\$2,655.00

RES. #53-11 AUTHORIZE TRANSFER OF FUNDS

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor James C. Youmans to transfer the following amounts to the respective accounts.

GENERAL FUND – A

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$ 642.83	A7110.4 Parks (Contractual)	A1010.4 Town Council (Contractual)

