

A Special Town Board Workshop was held May 5, 2011, at 6:00PM 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  
Greg Darlington, Chief of Police  
Albert Deering, Highway Superintendent  
Scott Searles, Deputy Highway Superintendent

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Supervisor Youmans opened the Special Town Board Workshop and led the Pledge of Allegiance.

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Supervisor Youmans asked that Town Clerk Millious read the Notice of Special Workshop.

Town Clerk Millious continued by reading the following:

**NOTICE**

**SPECIAL  
TOWN OF COEYMANS  
TOWN BOARD  
WORKSHOP**

Pursuant to Section 123 of Town Law, please take notice that the Town Board of the Town of Coeymans has scheduled Special Town Board Workshop for Thursday, May 5, 2011 at 6:00pm. The purpose of the Workshop will be to discuss the 2011 Budget and will be held Town of Coeymans Town Hall, 18 Russell Avenue, Ravena, New York.

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

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**AGENDA**

- **2011 BUDGET**

Supervisor Youmans stated that the purpose of the Workshop, as everyone is aware, is that there is shortfall in revenue for the year due to the census numbers and added that the Town did receive the first sales tax distribution from Albany County and it was short \$50,000.00 + that was projected, which puts them on track for roughly a \$212,000.00 shortfall for the year. He continued by saying that it is going to be important going forward that they make some adjustments to account for it and added that each of them have a list that has been prepared with some proposals and they represent a total of \$116,355.00, which is a little more than half of what they need. He then read the proposed changes line by line as follows:

**MINUTES BOOK\*\*TOWN OF COEYMANS  
May 5, 2011 – SPECIAL TOWN BOARD WORKSHOOP – 6:00PM**

**General (A)**

<b>Line Item</b>	<b>Description</b>	<b>Amount</b>
A1110.1	Justice PS	\$ 4,000.00
A1220.2	Sup. Equipment	\$ 826.73
A1220.4	Sup. Contractual	\$ 500.00
A1310.2	Finance Equipment	\$ 200.00
A1355.2	Assessor Equipment	\$ 500.00
A1410.2	Town Clerk Equipment	\$ 1,000.00
A1430.2	Human Resources Equip.	\$ 1,358.34
A3010.4	Public Safety (Signs)	\$ 3,000.00
A3640.4	Civil Defense	\$ 315.00
A7310.4	Youth Service	\$ 500.00
A7510.4	Historian	\$ 250.00
A8510.2	Comm. Beaut. Equip.	\$ 4,045.00
Longevity (5 people)	Med. Buy Back (3 people)	\$10,793.84
A1110.4	Justice	\$ 267.18
A1330.4	Tax Collections	\$ 273.41
A1410.4	Town Clerk	\$ 155.16
A1460.4	Records Management	\$ 147.01
A1620.4	Town Hall	\$ 1,098.86
A1660.4	Central Storeroom	\$ 613.29
A3020.4	Communications	\$ 1,187.02
A3120.4	Law Enforcement	\$ 907.15
A5010.4	Highway Administration	\$ 50.00
A5132.4	Highway Garage	\$ 1,028.69
A6410.4	Publicity	\$ 22.73
A7110.4	Parks	\$ 480.64
A8510.4	Community Beautification	\$ 386.93
	<b>Total</b>	<b>\$33,906.98</b>

**PART-TOWN (B)**

B1420.4	Legal Services 5%	\$ 750.00
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B1680.4	Shared Services – Cont.	\$ 500.00
B1990.4	Contingency	\$ 5,000.00
B3620.1	Safety Inspections – Per.	\$29,126.00
B3620.2	Building Depart. Equip.	\$ 1,000.00
B4020.4	Registrar of Vital Stat. 5%	\$ 10.00
B8020.2	Planning Board Equip.	\$ 1,500.00
B8020.4	Planning Board Cont. 5%	\$ 37.08

B1680.4 Take away \$500.00 and leave \$500 for supplies

B3620.1 Salary that John Cashin would have received plus 4 hours of Sante’s salary.

B9089.8 \$500.00 longevity pay.

**HIGHWAY (DB)**

DB1440.4	Engineer	\$ 5,000.00
DB5110.4	General Repairs 5%	\$ 2,855.19
DB5112.4	Special Improvement 5%	\$ 9,556.00
DB5130.2	Machinery – Truck	\$21,066.00
DB5130.4	Machinery 5%	\$ 2,691.41
DB5142.4	Snow Removal	\$ 857.13

The following are some suggestions I have received from several employees.

1. Uniforms – It has been suggested not to purchase uniforms for employees. Most of the employees that are suppose to wear them, do not.
2. Youth Program – We paid \$1,300.00 for the bus driver and approximately \$614.00 for diesel fuel. The fuel was figured at a per gal rate of \$3.546 and the usage was 173 gallons for 2010. The main bus driver is also in the retirement system and we paid \$186.59 towards her retirement.
3. Cleaning of Buildings – It has been suggested that the current cleaning service be discontinued and hire someone for 10 hours a week at \$15.00 per hour, just to vaccum and dust. Community Beautification men can empty the garbage when they come to open the building in the morning. Our current cleaning service makes \$12,455.00 per year. He has been paid for January and February, leaving 44 weeks left for a total of \$10,340.00.
4. Charge for Parking at Boat Launch – Put parking meters in the parking lot.
5. Land Owned by the Town – Sell land, such as; Mud Hill, parking lots in Coeymans.

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**ADJOURNMENT**

**MOTION**

On motion of Councilman Touchette, seconded by Councilwoman Rogers, the Town Board Workshop was adjourned.

**MINUTES BOOK\*\*TOWN OF COEYMANS  
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VOTE – AYES 5 – NAYS 0 – SO MOVED

*Respectfully Submitted,*

**APPROVED:**

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*Diane L. Millious, Town Clerk*