

**MINUTES BOOK\*\*TOWN OF COEYMANS  
September 13, 2018 – Town Board Meeting – 7:00pm**

**A Town Board Meeting was held Thursday, September 13, 2018 at 7:00pm at Town Hall, 18 Russell Avenue, Ravena, New York**

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

**ALSO PRESENT:** Cindy L. Rowzee, Town Clerk  
Paul Pastore, Attorney to the Town

Audience (9)

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Supervisor Crandall opened the meeting and led the Pledge of Allegiance. He stated that a full Board was present.

**Public Announcements**

**Lafarge** – A representative from Lafarge/Holcim stood and read a statement from Dave Fletcher, the Plant Manager, regarding the proposed Local Law #2 of 2018. The statement said that at Lafarge they were committed to working alongside all levels of government and that they have built a new state-of-the-art facility in order to make their plant more environmentally friendly. They stated that they had “met with local board members and submitted recommendations for a few clarifications to the proposed law that more accurately reflect current technologies and environmental factors.” They feel that these changes would still allow the Board to achieve their goal while ensuring their ability to operate.

**Henry Traver, Village of Ravena DPW Foreman** – Councilman Dolan asked that Mr. Traver be allowed to speak at this point to give a brief overview. Mr. Traver gave an overview of the ongoing Hamlet water line replacement. He stated they were at the final stage of the project and would be capping off the old line the next day. He knew that it had been a big inconvenience and would bring numbers to the next Town Board meeting on how many times the water had to be turned off, both planned and emergency. He stated that there were at least four water breaks where the water had to be shut off. When they cleared clay from the 4” main there was already a hole and it was just the clay holding it. There were four or five where they did not know that there was a service line and there were a couple with multiple service lines going to the house. When they hit these unknown lines they had to shut down the water to make the repair. In the area across from the Town Beautification building there was an issue with a box culvert that took extra time to lay the lines. Mr. Traver said he knew it was an inconvenience but with the new line they would have better water quality and the water would flow better in the new 6” lines. This would also be better for the fire protection. There should be good pressure in the fire hydrants.

Councilman Baker spoke regarding the tie-in that had just happened for Willis Ave. on Main St. and asked if in the future something like that could be done later in the evening. Mr. Traver stated that it was 8 pm before they shut it down and they wanted to be able to complete it before it was too late so that they did not disturb the neighborhood with the jackhammers. They tried to wait until past dinner time and hopefully children’s showers. They put the information regarding it on Facebook and on the Village website.

Supervisor Crandall mentioned that he had heard from two or three people who were elderly and didn’t have computers. He stated that there needed to be a way to notify them. Discussion ensued about various ways that notification had been given in the past. Councilman Dolan stated that he had spoken with the Mayor and that in the future the Supervisor’s Office would be informed when water is shut down so that they could answer any calls from the public. Mr. Traver stated that they also tell Albany County and the Police Department when they have to shut down the water and in the future he will call and leave a message with the Supervisor’s Office when there are water main breaks so that they will know.

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Mr. Traver stated that he knew that it had been frustrating but that there was 1600 new feet of water main that was replaced and that there will be less disruptions later. He spoke about how much past water breaks have cost the taxpayers.

**Public Comment Period**

Supervisor Crandall opened the floor for Public Comment.

**Elise Kunz**, from S. Main St. in Coeymans, stood and stated that she was glad she came tonight because Mr. Traver had addressed many of her concerns. She also went on to say that she had received a bill for water but had not had water for a good portion of the last 6-8 weeks. She realizes that the line needed to be replaced but that the lack of communication with the homeowners and the unanticipated disruptions have gotten to the point where it is intolerable. She does not feel like she needs to pay this money because she hasn't had water for a large part of the time. There has not been great communication about the road construction or the water line replacement and she has had trouble getting in and out of her driveway and getting to her house. She asked that there would be more consideration for the homeowner's going forward. She mentioned that speeding is an issue and that people are kicking up dirt and that speeding would continue to be an issue when it is newly paved. She asked the Town Board to please find a way to start communicating with people.

**Mary K. Pape** from Main St. in the Hamlet of Coeymans stood and commented regarding the same issues. She agreed with a lot of what Elise said. She had heard that the vibrations in the road were causing pipes to break. She also agrees that the trucks are still flying at night when there is no construction. She wanted to bring up how the Town Board can help in the future to make sure that there is a system for communication in place so that they can get a heads up. This way they could plan for a shower or laundry when there will be water. She stated that right now they are feeling like the Town does not have their backs. She mentioned they rarely see a Police car down there.

Councilman Baker asked Mr. Traver what we could do to communicate to the people when there was a water main break. He stated that he would be looking into ideas. Councilman Youmans stated that things were different when there was a planned shutdown vs. when there is a break and that there is no way to foresee a break. He said that he would personally look into Reverse 911. Mrs. Pape stated that a robo-call would work great for planned shutdowns and that she felt that they would also work for emergencies. She would rather get a phone call in the middle of the night than get up to find she had no water.

Mr. Traver stated that for a water main break they contact the Mayor and will contact the Supervisor's Office now. They also contact his liaison on the Village Board, the Police and Albany County Dispatch and they also put it on Facebook which has been a huge help. Mr. Traver thought that they could look into Reverse 911 but he thought that it may not work because of the 756 exchange being through StateTel and the phones in Albany are through Verizon.

Ms. Kunz asked if there was concern about paving over the existing sewer and gas lines that had been damaged during the work. Mr. Traver stated that the sewer line was only from the 70s which is not old for a sewer line. He wished that they had been able to increase the size but any time they had come across the sewer main it was in good shape. Councilman Dolan mentioned that any repairs on the sewer lines can be done from man hole to man hole without having to dig up the road. Mr. Traver believes that the water line that is being replaced is from the 1880s and 1890s. He restated that at the next Board Meeting he will have numbers of shutdowns and will have pictures of the pipes that were replaced and the new pipe.

Mrs. Pape mentioned that there was never a boil water advisory. Mr. Traver stated that they were allowed up to 5 hours to get water flowing again. They had only gone over the time limit once and had an advisory for a 24 hour period. There also had been an advisory for the James Dr. residents but for that they went door to door.

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There was some discussion about ways to achieve better communication. Councilman Youmans said that he would work on it.

Mrs. Pape wanted to state that the State worker came to her house at the beginning of the project and told her the plan and that they have been very nice to her. She has no complaints about the construction workers. She stated that she was one of the ones who had her sewer line nicked and her gas line. She is not happy about the increase to the water bill since they have not had service. Councilman Youmans stated that in the end this is a huge first step to the revitalization of the area down there.

**George McHugh, President of RCS Business Association**, stood and announced some upcoming events for the Business Association. The first was that they are setting up an Advisory Committee for Economic Development. He was there to invite the Town Board to designate a member or someone they would like to serve on that committee as a volunteer. They are going to come up with some ideas for revitalizing Main St. in Coeymans, Main St. in Ravena and the Town and Village in general. He also announced the following dates – Sept. 22, 1st Annual Golf Outing at Sycamore Country Club, Sept. 27th a Breakfast Meeting at Coeymans Landing Marina, and Oct. 18th a social at Lawson Lake Lodge.

**Approval of Minutes**

**Motion to Approve Minutes**

Councilman Dolan made a motion to accept the minutes as presented from the August 23, 2018 Town Board Meeting, seconded by Councilman Youmans.

APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT – SO MOVED

**Motion to Approve Minutes**

Councilman Dolan made a motion to accept the minutes as presented from the August 23, 2018 Public Hearing, seconded by Councilman Youmans.

APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT – SO MOVED

**Old Business**

**Records Management Grant Application** – Supervisor Crandall asked Town Clerk Rowzee to speak about this topic. Town Clerk Rowzee stated that she had been told that the Village was declining to participate in the Shared Services Grant Application at this time. In speaking with our representative from the State Archives, she feels that we have a good chance to get this grant even if we do it on our own. We will need to prove our need for doing this and she said that the reasons we have for doing this show that our need is great. Councilman Dolan asked what would prove that need. Town Clerk Rowzee mentioned things such as no backup for vital records and that increasing the ease of access to records that are in the Records Storage Room.

Town Clerk Rowzee also mentioned that Councilman Dolan had brought an opportunity to her attention to enter into a Shared Services agreement with the County for Document Management. Maria McCashion from the State Archives helped look into this and found that the County was in the early stages of doing this. Their intended platform will be a software product called Laserfiche. The Town currently uses Docuware but Ms. McCashion said that the grant could be used to convert our records to Laserfiche. This would make it so that in the future it would be easy to switch to a Shared Services program with the County if that is what the Town wanted to do. Ms. McCashion seems very hopeful that we would get the grant. Town Clerk Rowzee would like to move forward with it on our own.

Councilman Youmans asked who at the Village said that they did not want to participate. Town Clerk Rowzee stated that she had been told by Susie that the Village Board decided that they did not want to at this time.

**Tighe & Bond Park Restroom Project Plans** – Supervisor Crandall stated that the Council member's folders contained plans for the restrooms at Coeymans Landing and Joralemon Park. He also stated that they could move forward more quickly with the plans at Coeymans Landing but not at Joralemon. It is possible that in the spring there will be grant funding available for that

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one. He asked that the Council members look over the packets before the next meeting where they will discuss it.

**New Business**

Supervisor Crandall stated that we need a motion to waive the fee for the Haunted Hayride at Joralemon Park that would be hosted by the Coeymans Hollow Volunteer Fire Department on October 27, 2018.

**Motion to Waive Fee**

Councilman Youmans made a motion to waive the use fee for the Haunted Hayride at Joralemon Park that would be hosted by the Coeymans Hollow Volunteer Fire Department, seconded by Councilman Burns.

APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT – SO MOVED

**Resolutions**

**Resolution #109-18 – Appoint Part-Time Police Corporal**

On motion of Councilman Dolan, seconded by Councilman Youmans, the following resolution was:

APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT – SO MOVED

**WHEREAS**, the Town of Coeymans Police Department has a need to fill part-time positions as Corporal in the Police Department; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby appoint Jonathan Meyers to the promoted position of Part-Time Corporal at the rate of \$30.32 effective August 27, 2018.

**Resolution #110-18 – Appoint Part-Time Police Corporal**

On motion of Councilman Burns, seconded by Councilman Baker, the following resolution was:

APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT – SO MOVED

**WHEREAS**, the Town of Coeymans Police Department has a need to fill part-time positions as Corporal in the Police Department; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby appoint Joseph Dunn to the promoted position of Part-Time Corporal at the rate of \$30.32 effective August 27, 2018.

**Resolution #111-18 – Authorize Coeymans Hollow Fire To Use Landfill**

On motion of Councilman Baker, seconded by Councilman Youmans, the following resolution was:

APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT – SO MOVED

**WHEREAS**, the Coeymans Hollow Fire Department is desirous of permission to use the Land Fill to conduct training drills; and

**WHEREAS**, the training will take place on a weekly basis primarily on a Tuesday.

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board of the Town of Coeymans does hereby authorize the use of the Land Fill to the Coeymans Hollow Fire Department for training drills.

**Resolution #112-18 – Authorize John Kerr to Attend Training**

On motion of Councilman Youmans, seconded by Councilman Dolan, the following resolution was:

APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT – SO MOVED

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**WHEREAS**, John Kerr, Sewer Treatment Plant Operator, has requested to attend the NYS Conference of Mayors and Municipal Officials from Monday October 15 through Wednesday October 17, 2018, in Lake Placid NY; and

**WHEREAS**, Mr. Kerr will use his personal vehicle and requests mileage reimbursement for 160 miles total, to and from the fairgrounds, for \$54.5 per mile, with a final estimated total of \$168.95 ; and

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board of the Town of Coeymans does hereby authorize payment for John Kerr to attend the NYS Conference of Mayors and Municipal Officials Training from October 15-17th, 2018 in the amount of \$495.00, as well as a reimbursement in the dollar amount of \$292.00 for hotel costs, and \$168.95 for mileage costs.

**Resolution #112-18 – Appoint Marriage Officer**

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

**WHEREAS**, the Town of Coeymans would like to appoint a Marriage Officer;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby appoint **Thomas A. Boehm** as additional Marriage Officer for the Town of Coeymans with the responsibilities as determined by Town Law. This appointment expires December 31, 2018.

Supervisor Crandall mentioned that this was at no cost to the Town and that it expands our Marriage Officer by one so that we now have two of them. They serve at no salary.

**Upcoming Workshops and Meetings**

Zoning Board of Appeals – September 26<sup>th</sup> at 7pm

Town Board Meeting – September 27<sup>th</sup> at 7pm

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**Motion to Adjourn**

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

APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT – SO MOVED

Time – 7:46pm

*Respectfully Submitted,*

**APPROVED – AS PRESENTED ON 9/27/2018**

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*Cindy L. Rowzee, Town Clerk*