

MINUTES BOOKTOWN OF COEYMANS**
September 27, 2018 – Town Board Meeting – 7:00pm

A Town Board Meeting was held Thursday, September 27, 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
Daniel Contento, Acting Chief of Police
John Kerr, Chief Waste Water Treatment Plant Operator

Audience (3)

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

Presentations

Richard Touchette, County Legislator and Starr Ross, of the Coeymans Landing Neighborhood Association presented the Town with a plaque from the New York State Office of Parks, Recreation and Historic Preservation in recognition of the creation of the Coeymans Landing Historic District and its inclusion on the State Register of Historic Places on September 1, 2017 and the National Register of Historic Places on March 26, 2018. Mr. Touchette stated that this inclusion will allow the residents there to get a 20% tax credit to help them improve their houses. He asked that anyone who is interested contact him for more information.

Mr. Touchette also announced that another round of grant awards had been made by the Albany County Legislature and that the Ravena Dog Park had been awarded \$3,000. He also mentioned that he sits on the Elder Care Committee and that they had just approved two contracts with the Senior Projects of Ravena. The Senior Projects are one of only three places in the County that provide both home delivered meals and congregant meals. For 2019 they were given a contract to provide 14,000 home delivered meals and 21,600 congregant meals in different locations. He congratulated the Senior Projects and thanked them for the work that they do. Councilman Dolan mentioned that they deliver Meals on Wheels outside of our area as well. Mr. Touchette said their zone goes up to Albany and includes parts of Bethlehem.

Public Comment Period

Supervisor Crandall opened the floor for Public Comment. As there were no comments he moved on in the agenda.

Public Announcements

Annual Haunted Hayride - The Annual Haunted Hayride at Joralemon Park will be on October 27th from 5-9pm. The rain date is November 3rd. This year it will be hosted by the Coeymans Hollow Fire Volunteer Fire Department. Admission is \$8, children 5 and under are free.

E-ZPass – Town Clerk Rowzee announced that E-ZPass tags were now available at the Town Clerk’s Office for purchase. The tags are \$25 and Town Clerk Rowzee explained how the program works. If anyone needs the Velcro strips for the windshield they are available free of charge at the office as well. Supervisor Crandall thanked Town Clerk Rowzee for providing this service and for finding another revenue source for the Town.

Councilman Youmans brought up the fact that in Massachusetts if you don’t have E-ZPass they take a picture of your license plate and send a bill to you in the mail. He also mentioned that they charge you less if you have an E-ZPass. Town Clerk Rowzee brought up that New York was

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also moving in that direction and that they have already converted the bridges down near New York City to E-ZPass only.

Approval of Minutes

Motion to Approve Minutes

Councilman Dolan made a motion to accept the minutes as presented from the September 13, 2018 Town Board Meeting, seconded by Councilman Youmans.

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

Supervisor Report

August 2018 Supervisor's Report read by Supervisor Crandall

Motion to Accept Reports

Councilman Dolan made a motion to accept the report as read, seconded by Councilman Baker.

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

Department Reports

Town Clerk Report – August 2018 Report read by Town Clerk Rowzee.

Motion to Accept Report

Councilman Baker made a motion to accept the report as read, seconded by Councilman Burns.

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

Police Department Report – August 2018 Report read by Daniel Contento, Acting Police Chief.

Acting Chief Contento also mentioned that he had kept speed details on Rt. 144 and most vehicles were well within the speed limit. They had two cars doing 68 mph and no trucks or tractor trailers doing anything above the speed limit. Councilman Youmans asked him to stay on it. Acting Chief Contento said that they will.

Councilman Baker asked about the larcenies in cars. Acting Chief Contento said that it was still an active investigation but that theft has dropped off. They are still working on it.

Motion to Accept Report

Councilman Dolan made a motion to accept the report as read, seconded by Councilman Baker.

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

Sewer Department Report – August 2018 Report read by John Kerr, Chief WWTP Operator

Motion to Accept Report

Councilman Youmans made a motion to accept the report as read, seconded by Councilman Burns.

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

Old Business

Tighe & Bond Park Restroom Project Plans – Supervisor Crandall asked if all Board Members had had a chance to look over the plans. He asked if the plans seemed okay or if anyone had objections to following through with them. He stated that they hoped to have the project started in the spring and finished before summer and it would be at little or no cost to the Town. Councilman Burns asked about the level of the floors and Councilman Dolan informed him that it would be elevated some to allow for access to the plumbing. He also stated that it would be out of the flood plain. Supervisor Crandall asked if the Board approved it and everyone said yes.

New Business

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Signs for Historic Districts – Councilman Dolan said that there is an opportunity to get a grant to purchase signs for the two historic districts in Town, Coeymans Landing and Alcove. This would be at no cost to the Town and would only mean filling out a grant online. There is a philanthropic organization that pays for these signs.

Motion to Apply for Grant for Historic District Signs

Supervisor Crandall made a motion to follow through on applying for the Historic District Sign grant application, seconded by Councilman Youmans.

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

Special Town Board Meeting –

Motion to Hold Special Town Board Meeting

Councilman Dolan made a motion to hold a Special Town Board Meeting on October 4th at 6pm for the Town Clerk to present the Tentative Budget, seconded by Supervisor Crandall.

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

Special Town Board Budget Workshops – There was discussion about the days and times for the Budget Workshops and voted upon as follows.

Motion to Hold Special Town Board Budget Workshops

Councilman Dolan made a motion to hold a Special Town Budget Workshops on October 6th & 13th from 9am-12pm for the department heads to come before the Board, seconded by Supervisor Crandall.

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

Motion to Authorize and Direct Town Clerk to Post Meetings

Councilman Dolan made a motion to authorize and direct the Town Clerk to post said meetings, seconded by Supervisor Crandall.

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

Resolutions

Supervisor Crandall asked Acting Chief Contento if he had anything to say regarding the first couple of resolutions. Acting Chief Contento stated that one of the Officers was leaving to become Chief of Police elsewhere and the other felt he was too busy to give the time needed to the department. When asked if he had prospects to replace these officers by Supervisor Crandall, he said a couple.

Resolution #114-18 – Accept Resignation of Lacosse

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

WHEREAS, Francis Lacosse has submitted his letter of resignation as Part Time Police Officer to the Supervisor, effective September 4, 2018;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby accept the resignation of Francis Lacosse, effective September 4, 2018.

Councilman Dolan continued by reading the letter of resignation.

Resolution #115-18 – Accept Resignation of Cotter

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

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

WHEREAS, Eric Cotter has submitted his letter of resignation as Part Time Police Officer to the Supervisor, effective September 18, 2018;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby accept the resignation of Eric Cotter, effective September 18, 2018.

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Councilman Burns continued by reading the letter of resignation.

Resolution #116-18 – Adopt Records Management Procedural Manual

On motion of Councilman Baker, seconded by Councilman Dolan for discussion, the following resolution was:

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

WHEREAS, the Town desires to establish policies and procedures for Records Management; and

WHEREAS, The Town Clerk has prepared a policy and procedure manual for record storage which includes a description of the town's record management program, employee responsibilities, record retention responsibilities, disposition and preparation of records for storage;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of The Town of Coeymans hereby adopts the attached Records Management Procedural Manual Program.

Councilman Dolan asked Town Clerk Rowzee if there was anything she wanted to say about this. Town Clerk Rowzee stated that she wanted to get the Town records into good order and that this is the first step in doing so. She also wanted to get something down on paper about digital records storage and that this is included in the Records Management Plan.

Resolution #117-18 – Appoint Part-time Police Officer

On motion of Councilman Youmans, seconded by Councilman Burns, 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 Police Officer in the Police Department; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Nicole M. Loomis to the position of Probationary Part-Time Police Officer effective October 1, 2018. Appointment is contingent upon said candidate signing a personal services contract with the Town of Coeymans and paperwork being filed with the Human Resource Clerk. The officer will be compensated at the rate designated in the current Collective Bargaining Agreement.

Resolution #118-18 – Adopt County-wide Hazard Mitigation Plan

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

WHEREAS, the Albany County Legislature has adopted a County-wide, multi-jurisdiction Hazard Mitigation Plan; and

WHEREAS, the plan is a joint project between the Albany County Department of Public Works, which has the responsibility for Hazard Mitigation, the Albany County Sheriff's Department Emergency Management Office, and all 19 municipalities in Albany County in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, through the adoption of the plan, the County and participating municipalities will become eligible for hazard mitigation project grants once the plan is approved by the NYS Emergency Management Office and the Federal Emergency Management Agency;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans hereby adopts the county-wide, multi-jurisdiction Hazard Mitigation Plan.

Resolution #119-18 – Waive Water Late Fee for 6 Martins Hill Rd

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

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

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WHEREAS, the Town of Coeymans collects water rents from residents on behalf of the Village of Ravena; and

WHEREAS, Mrs. Adams newly obtained property in the Town and reported the change of billing address prior to the March billing; and

WHEREAS, the said March bill was sent to the wrong address and Mrs. Adams never received the March water bill;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans hereby waive the late fee of \$33.78 for property address 6 Martins Hill Road.

Resolution #120-18 – Approve Settlement with Albany Water Board

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

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

WHEREAS, the Albany Water Board has commenced tax certiorari proceedings against the Town of Coeymans; and

WHEREAS, the Albany Water Board is seeking a reduction on the 2017 assessment of 3 parcels of real property located at 216 CR 111 (165.-2-36.1), 156 CR 111 (153.-3-1.1), and Waterboard Rd. (155.-3-1).; and

WHEREAS, the Albany Water Board and the Town of Coeymans desire to settle this dispute without the need for further litigation;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans hereby approves a settlement of the tax certiorari challenging the 2017 assessment of the subject properties. The 2017 Final Assessment Roll shall be revised as follows: On the property located at 216 CR 111(165.2-2-36.1) lower the assessment from \$5,134,600 to \$3,945,557; on 156 CR 111 (153.3-3-1.1) lower the assessment from \$22,291,500 to \$17,216,400; and on Waterboard Rd (155.-3-1) lower the assessment from \$6,782,300 to \$903,600. The Assessor's office will keep the 2018 aggregate assessment of \$22,000,000 unchanged for 2018-2022. As part of the settlement, the Town will pay 50 percent of the excess taxes paid as a result of this reduction, in the amount of \$9,886.26, with the City waiving statutory interest.

BE IT FURTHER RESOLVED, that the provisions of Real Property Tax Law Section 727 shall be applicable to this settlement.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans hereby approves the settlement agreement.

Supervisor Crandall stated that the Town had lost approximately \$16,000,000 in assessment for the next year and we have to pay back money that was not budgeted for. It is a hit to the Town. There was discussion about the assessment amount. This is for the reservoir, the dam and all of the reservoir property and some extra land they owned. Councilman Baker asked what the dollar amount was that was lost. Supervisor Crandall stated we had to pay back the \$9,886.

Resolution #121-18 – Authorize John Cashin to Attend Conference

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

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

WHEREAS, John Cashin, Code Enforcement Officer, has requested to attend The Capital District Conference on Tuesday October 16th 2018 at the Red Lion Hotel, 205 Wolf Road Albany, NY.; and

WHEREAS, Mr. Cashin will acquire credits toward his annually required 24 credits; and

WHEREAS, the cost for this course will be \$125.00;

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NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Coeymans does hereby authorize payment for John Cashin to attend The Capital District Conference on October 16th, 2018 in the amount of \$125.

Resolution #122-18 – Audit of Claims – September 2018

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

BE IT RESOLVED, that the Town Board has approved the payment of bills as presented in the Abstract for September 2018, as follows:

PRE-PAID VOUCHERS –177075 – 177181, for a total of \$ **580,251.25**

VOUCHER NUMBERS –177182 – 177248 for a total of \$**47,129.68**

TOTAL FOR ALL FUNDS – \$627,380.93

Upcoming Workshops and Meetings

Planning Board – October 1st at 7pm

Conservation Advisory Council – October 10th at 6pm

Town Board Meeting – October 11th at 7pm

Motion to Adjourn

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

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

Time – 7:42pm

Respectfully Submitted,

APPROVED – AS PRESENTED ON 10/11/2018

Cindy L. Rowzee, Town Clerk