

MINUTES BOOKTOWN OF COEYMANS**
February 27, 2020 – Town Board Meeting – 7:00pm

A Town Board Meeting was held Thursday, February 27th, 2020 at 7:00pm at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: George D. McHugh, Supervisor
Kenneth C. Burns, Councilman
Zachary S. Collins, Councilman
Brandon L. LeFevre, Councilman

ABSENT: Daniel D. Baker, Councilman

ALSO PRESENT: Cindy L. Rowzee, Town Clerk
Scott Searles, Highway Superintendent
James Peluso, Attorney to the Town
John Cashin, Code Enforcement Officer
Daniel Contento, Officer in Charge
Keith Geraldson, Chief WWTP Operator
Victoria Vadney, RCS Student Representative
Nashaviyah Steward, RCS Student Representative

Supervisor McHugh opened the meeting at 7:00 after the Public Hearings on a Town Curfew.

Presentation

First Lego League – Supervisor McHugh stated that tonight the Town Board has the privilege of honoring six RCS Students who participated in the First Lego League Robotic Tournament last month as SUNY Poly Colleges of Nanoscale Science and Engineering. Their challenge was to identify a problem with a public building or space within their community, design a solution and share their solution with others. These students presented a solution that reduces noise pollution from trains to improve the quality of life in our community. They also had to build and program a robot capable of completing various missions. They took first place in robot performance and were declared the overall champions as well. Councilman LeFevre attended their event and was impressed with their creativity, team work, public speaking skills and professionalism. Supervisor McHugh then stated that we are proud to have these young people represent our community and will honor them tonight and present them with a certificate of achievement.

Councilman LeFevre added that they took the win at the tournament but they also advanced to a competition on February 8th where they won first place for their innovative solution and were the Global Innovation Award nominee. Now, they will submit their project details and if they are one of the twenty teams picked from the world they will present at Epcot in Walt Disney World in June. Councilman LeFevre then asked Rick Robertson if he would like to come up and share about First Lego League.

Mr. Rick Robertson stood and stated that six years ago they had started a First Lego League team with their older children as a great chance for the children to play with Legos and learn about

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robotics, engineering, computer programming and to give them a chance to work with their friends. The RCS School started the First Tech Challenge and there are 9 students heading to Clarkson for that competition. From the First Lego League the students can graduate to that level. He again thanked Councilman LeFevre for his time and for giving great feedback to the children and spending the day with them.

Councilman LeFevre presented the following children with a Certificate of Achievement and a Stewart's gift certificate: Parker Deyo, Louisa Englehardt, Ryan Keiffer, Alivia Ortiz, John Robertson, and Samuel Robertson.

Councilman LeFevre thanked all of the parents for going the extra mile and getting their children involved in this great organization.

Supervisor McHugh then introduced Ms. Victoria Vadney and Ms. Nash Steward who are seniors in the government class at the High School.

Public Comment

Ms. Barbara Tanner of Ravena stood and let everyone know that Mary Driscoll was out of the hospital and back home.

Hearing no other comments Supervisor McHugh moved on to the Approval of Minutes.

Approval of Minutes

Motion to Approve Minutes

Councilman Collins made a motion to accept the minutes as presented from the January 23, 2020 Public Hearing, seconded by Councilman LeFevre.

APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

Motion to Approve Minutes

Councilman Burns made a motion to accept the minutes as presented from the January 23, 2020 Town Board Meeting, seconded by Councilman Collins.

APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

Motion to Approve Minutes

Supervisor McHugh made a motion to accept the minutes as presented with the addition of the word approximately before \$16,000 from the February 13, 2020 Public Hearing, seconded by Councilman Burns.

APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

Supervisor Report

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Supervisor McHugh read the balances from the January 2020 Supervisor’s Report and stated that the report was available in the back of the room. He also stated that anyone could stop by Town Hall and get one.

Motion to Accept Report

Councilman Collins made a motion to accept the report, seconded by Councilman Burns.
APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

Department Reports

Town Clerk Report – Town Clerk Rowzee stated that her office had finished converting some digital records from an older system called Docuware to Laserfiche, the new program that was purchased last year. She and her deputy, Bonnie Keyer, were able to save the Town over \$3,000 by doing this work themselves. She wanted to let the Board know that this was finally accomplished and that they are really starting to move forward and scanning in new records now.

Town Clerk Rowzee then reminded everyone that the 2020 Census would be taking place soon. The actual census date is April 1st but residents should look for it to be delivered starting from March 12th. She stated that everyone can reply by internet, mail or phone and that if you needed any help the RCS Community Library would be able to help. She stated how important an accurate count is to our community and how much the schools and municipalities rely on the census count for funding.

January 2020 Report read by Town Clerk Rowzee

Motion to Accept Report

Councilman LeFevre made a motion to accept the report as read, seconded by Councilman Burns. APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

Councilman Burns thanked the Town Clerk Office for all they do. Supervisor McHugh stated that since January 1st there have been nine public meetings and the Town Clerk has to take minutes. He stated that the Town Clerk got through January and is caught up on the minutes and that is quite a feat. He then mentioned the Deputy Town Clerk Bonnie Keyer and Town Clerk Rowzee stated that she could not have done it without her.

Police Department Report – January 2020 Report read by Officer in Charge Contento

Motion to Accept Report

Councilman Collins made a motion to accept the report as read, seconded by Councilman LeFevre. APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

Building Department Report – January 2020 Report with year totals read by John Cashin

Motion to Accept Report

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Councilman LeFevre made a motion to accept the report as read, seconded by Councilman Burns. APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

Sewer Department Report – January 2020 Report read by Keith Geraldson

Mr. Geraldson also stated that a new Honeywell chart recorder had been installed. They cleaned up the impound yard, have been painting the facility and are trying to get the place looking nice. He stated that there is some work to be done out at the Leachate Facility. DEC wants them to install some alarms and floats and he will be looking into this in April and May. He stated that he would like an electronic gate for the Sewer Plant and that he has some quotes coming in.

Supervisor McHugh stated that it is a liability issue and that only Town employees should be going through the gate. No one should be going through there unless they are a Town employee or accompanied by one.

Mr. Geraldson mentioned that they would need to hire an electrician to do the work. He also mentioned that they would need to run a conduit to the building in order to install a button and he is getting quotes on that.

Motion to Accept Report

Councilman Burns made a motion to accept the report as read, seconded by Councilman Collins. APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

Old Business

Gedney Hill Tower – Supervisor McHugh stated that he knows that electricity has been hooked up and asked Scott Searles, Highway Superintendent if the meter was hooked up at Gedney Hill. Mr. Searles said that it would hopefully happen this week and then Pittsfield Communication would come in the next week or two. Supervisor McHugh stated that it should be up and running by the end of the month.

Resolutions

Resolution #063-20 – Appoint Sergeant and Patrolman – Matos-Myers

On motion of Supervisor McHugh, seconded by Councilman Collins, the following resolution was: APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Ron Matos to the position of Sergeant for the Town of Coeymans Police Department at the rate of \$33.10 which is designated in the current Collective Bargaining Agreement.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Jonathan Myers to the position of Patrolman for the Town of Coeymans Police Department at the rate of \$25.01 which is designated in the current Collective Bargaining Agreement.

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Supervisor McHugh congratulated Sergeant Matos who was in the audience.

Resolution #064-20 – Appoint PT Clerk - Hamilton

On motion of Councilman Collins, seconded by Councilman Burns, the following resolution was: APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

WHEREAS, the Town board is desirous of appointing a Part-Time Clerk, to be utilized in all departments within the Town on an as needed basis;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Stephanie Hamilton as Part-Time Clerk, at an hourly rate of \$15.00 per hour, effective immediately.

Supervisor McHugh congratulated Ms. Hamilton and told her that we would see her tomorrow.

Resolution #065-20 – Audit Acceptance - Persico

On motion of Councilman Burns, seconded by Councilman LeFevre, the following resolution was: APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

WHEREAS, the Town Board must complete or have completed an audit, in accordance with Town Law 123 and Section 2019-a of the Uniform Justice Court Act, of all Town Justices and:

WHEREAS, the Town Board has adopted an audit procedure, based on the Local Management Guide, Fiscal Oversight Responsibilities, published by the State of New York Office of the State Comptroller, on May 14, 2007 to be applied to the records of each Town Justice and,

WHEREAS, the Town Board has completed the Audit on February 20, 2020.

NOW THEREFORE, BE IT RESOLVED, the records of the Town Justice Rocco Persico have been reviewed by the following reviewers and have concluded as follows:

<u>Board Member</u>	<u>Conclusion</u>
George D. McHugh	See attached checklist/comments
Kenneth A. Burns	See attached checklist/comments
Daniel D. Baker	See attached checklist/comments
Zachary S. Collins	See attached checklist/comments
Brandon L. LeFevre	See attached checklist/comments

Supervisor McHugh stated that the Town Board had to do an annual audit on all departments that collect money during the year and this resolution and the next one were to fulfill a requirement for the Justices to be sent to OCA for their review.

Resolution #066-20 – Audit Acceptance - Frese

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On motion of Supervisor McHugh, seconded by Councilman Baker, the following resolution was: APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

WHEREAS, the Town Board must complete or have completed an audit, in accordance with Town Law 123 and Section 2019-a of the Uniform Justice Court Act, of all Town Justices and:

WHEREAS, the Town Board has adopted an audit procedure, based on the Local Management Guide, Fiscal Oversight Responsibilities, published by the State of New York Office of the State Comptroller, on May 14, 2007 to be applied to the records of each Town Justice and,

WHEREAS, the Town Board has completed the Audit on February 20, 2020.

NOW THEREFORE, BE IT RESOLVED, the records of the Town Justice Thomas Frese have been reviewed by the following reviewers and have concluded as follows:

<u>Board Member</u>	<u>Conclusion</u>
George D. McHugh	See attached checklist/comments
Kenneth A. Burns	See attached checklist/comments
Daniel D. Baker	See attached checklist/comments
Zachary S. Collins	See attached checklist/comments
Brandon L. LeFevre	See attached checklist/comments

Resolution #067-20 – 2019 Budget Transfers

On motion of Supervisor McHugh, seconded by Councilman Collins, the following resolution was: APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

WHEREAS, it has been determined that the following accounts have been overdrawn for the budget year 2019 and

WHEREAS, the Chief Fiscal Officer is desirous of transferring funds to these accounts,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor George D. McHugh to transfer the following funds as follows:

General Fund (A)

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$.16	(A)1110.1 Justice Personal Services	(A) 1010.1 Town Board Personal Services
\$ 610.51	(A)1110.1 Justice Personal Services	(A)1355.4 Assessor Contractual
\$ 252.96	(A)1110.1 Justice Personal Services	(A)1410.1 Town Clerk Personal Services
\$ 315.91	(A)1110.1 Justice Personal Services	(A)1430.1 Human Resource Personal Services
\$ 782.08	(A)1110.1 Justice Personal Services	(A)1430.4 Human Resource Personal Services
\$ 375.00	(A)1110.1 Justice Personal Services	(A)1989.4 Other Government Support Contractual

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\$ 214.28	(A)1110.1 Justice Personal Services	(A)3120.4 Law Enforcement Contractual
\$ 658.00	(A)1110.1 Justice Personal Services	(A)3310.21 Vest Equipment
\$.04	(A)1110.1 Justice Personal Services	(A)7510.1 Historian Personal Services
\$ 341.77	(A)1110.1 Justice Personal Services	(A)8090.1 Leachate Facility Personal Services
\$1,488.00	(A)1110.1 Justice Personal Services	(A)8510.1 Community Beautification Personal Services
\$4,215.27	(A)1110.1 Justice Personal Services	(A) 9030.8 Social Security & Medicare Services

General Fund (A) Continued:

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$ 328.12	(A)1110.1 Justice Personal Services	(A)9055.8 Disability Insurance Services
\$10,101.26	(A)1310.1 Finance Personal Services	(A)1650.4 Central Communications Contractual
\$78,927.84	(A)1990.4 Contingency	(A)3120.1 Law Enforcement Personal Services
\$ 9,598.00	(A)7110.2 Parks Equipment	(A)3120.1 Law Enforcement Personal Services
\$ 3,244.25	(A)7110.4 Parks Contractual	(A)3120.1 Law Enforcement Personal Services

Part Town Fund (B)

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$ 2,500.00	(B)1420.4 Attorney Contractual	(B)5182.4 Street Lighting Contractual
\$ 2,272.47	(B)8140.4 Storm Water	(B)5182.4 Street Lighting Contractual
\$ 432.37	(B)1660.4 Central Store Contractual	(B)5182.4 Street Lighting Contractual
\$ 490.16	(B)9070.8 Dental Insurance	(B)9010.8 NYS Retirement
\$ 14.83	(B)9070.8 Dental Insurance	(B)9055.8 Disability Insurance

Highway Fund (DA)

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$ 336.25	(DA)5130.2 Machinery Equipment	(DA)5110.4 General Repair Contractual

Highway Fund (DB)

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$ 4,262.84	(DB)5112.4 Permanent Improvements	(DB)1640.4 Central Garage Contractual
\$ 7,261.03	(DB)5112.4 Permanent Improvements	(DB)9010.8 NYS Retirement
\$ 67.88	(DB)5112.4 Permanent Improvements	(DB)9055.8 Disability Insurance

Sewer Fund (SS)

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
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\$ 61.00 (SS)8130.4 Sewer Treatment Contractual (SS)1910.4 Unallocated Insurance
\$ 244.25 (SS)8130.4 Sewer Treatment Contractual (SS)9010.8 NYS Retirement

Supervisor McHugh stated that this was just adjusting the 2019 Budget to put excess money from certain line items to line items that were deficient.

Resolution #068-20 – February 2020 Audit of Claims

On motion of Councilman Collins, seconded by Councilman Burns, the following resolution was: APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

BE IT RESOLVED, that the Town Board has approved the payment of bills as presented in the Abstract for February 2020, as follows:

PRE-PAID VOUCHERS –180138 – 180237 & 2020-008 - 2020-018 for a total of
\$ 1,795,777.50

VOUCHER NUMBERS –180238– 180323 for a total of **\$ 232,760.34**

TOTAL FOR ALL FUNDS – \$ 2,028,537.84

Upcoming Meetings and Workshops

- Village Board Meeting – March 3rd, 2020 at 6pm
- Planning Board/ZBA Meeting – March 9th at 7pm
- Coeymans Post Office Hearing – March 12th, 2020 at 6:30pm – Supervisor McHugh spoke about the meeting he had at the Riverview Baptist Church earlier that week and stated that there were 35 people from the Hamlet in attendance. He said that there are some people for doing away with the Coeymans Post Office and there are others who are not. He stated that it is not our decision to make but we can urge the Post Office to go one way or the other. Councilman Burns asked if we can put it to a public vote to let the people decide. Supervisor McHugh stated that the Post Office can and it is his understanding that they did in the past.

Public Comment

Supervisor McHugh opened the floor for comments or questions.

Ms. Barbara Tanner of Ravena stood and asked if there was anything further on the new truck route.

Supervisor McHugh stated that he had not heard anything since he last reported and as far as he knows the plan is still to build the road coming out of the quarry onto 101 and believes that it is still going to happen. He then stated that it probably won't be finished until this time next year but it is still full speed ahead as far as he knows.

Motion to Adjourn

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On motion of Councilman Collins, seconded by Councilman LeFevre, the Town Board meeting was adjourned.

APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

Time – 7:43pm

Respectfully Submitted,



Cindy L. Rowzee, Town Clerk