

**MINUTES BOOK\*\*TOWN OF COEYMANS**  
**March 12, 2020 – Town Board Meeting – 7:00pm**

**A Town Board Meeting was held Thursday, March 12<sup>th</sup>, 2020 at 7:00pm at Town Hall, 18 Russell Avenue, Ravena, New York**

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

**ALSO PRESENT:** Cindy L. Rowzee, Town Clerk  
James Peluso, Attorney to the Town  
Dawn DeRose, Assessor  
Allison Dooley, Assessor's Clerk  
Nicole Ambrosio, Grant Writer

Audience (10+), Media (1)

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Supervisor McHugh opened the meeting at 7pm after the Public Hearing on the Coeymans Post Office was closed. He took a moment to recognize the passing of Ed Gladney and to give his condolences to the Gladney Family.

**Public Announcements**

**2019 Annual Financial Report (AFR)** - Supervisor McHugh stated that the 2019 AFR had been completed earlier that week. It was available in the Town Clerk's Office and on the website. He added that the Town had asked for an extension but it was not needed.

**Townwide Assessment Revaluation Project Update** – Supervisor McHugh stated that in November of 2018 the Town Board had started the process of a revaluation and that this is not an easy undertaking. He mentioned that he had been at Town Hall until six one evening watching the meetings to see the process. He stated that people are coming prepared and are being listened to and are leaving more informed. He stated that this is not easy for anyone. He feels at the end of this we will have a good product. He then thanked the Assessor for sticking it out.

Dawn DeRose, the Assessor spoke and stated that they are taking appointments until April 9<sup>th</sup>. People can call and schedule an appointment. She also stated that the Tentative Roll will be done and available on May 1<sup>st</sup>. Grievance Day will be on May 26<sup>th</sup>.

Councilman Baker stated that the last time this was done was 2007 and that a person from the state had recommended that this be done every four years. He then asked the Assessor if she would like to see this done again in four years. She stated that she would.

Supervisor McHugh stated that people could come in to meet with the consultant and go over comparable properties. They would then be sent a notice if the number changes. There will then be another opportunity to talk to the Assessor in May. The next step is the Board of Assessment

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**MINUTES BOOK\*\*TOWN OF COEYMANS**  
**March 12, 2020 – Town Board Meeting – 7:00pm**

Review for Grievance Day on May 26<sup>th</sup>. After that point, if you still do not agree, then you file small claims as a resident or a certiorari for commercial. He stated that we want to be fair and we want people to leave here saying it is fair.

Councilman Baker asked how many of the original letters the Assessor's Office had gotten back.

The Assessor stated that they had sent out 3,047 inventory sheets and about 50% had come back.

Councilman Burns stated that values on everything, including cars and properties, has gone up since 2007. He stated that hopefully the businesses will offset some of our taxes. Supervisor McHugh stated that an increase in assessment does not necessarily mean an increase in taxes.

**Emergency Management Committee** – Mr. William Bruno stated that he had attended a meeting in New Scotland for those involved in emergency and health services throughout the County. At that point there were two confirmed cases of the Coronavirus in Albany County with 5 people under mandatory quarantine and 2,500 in voluntary quarantine. He went over the importance of washing with warm, soapy water and to use hand sanitizer as backup. He stated that representatives from Albany Medical Center will be placing an off the building tent to use in order to introduce people into the medical center if the coronavirus is suspected. He stated that the best things we can do to minimize the spread are hand washing, sneezing in your arm, and if you are ill to stay home. This is of the biggest concern for the elderly and those with underlying issues, who should stay as isolated as possible. Mr. Bruno then stated that things in China are starting to level off after a little over two months.

Councilman Baker asked Mr. Bruno what Sabic was saying. Mr. Bruno stated that they are formulating plans for employees, they are doing shift to shift cleaning and are prepared with their own emergency response. He stated that industries are concerned about their employees and how something as simple as sharing a pen can be an issue. He encouraged people to stay 6 feet away from each other and how it is perfectly acceptable right now to not shake someone's hand.

Councilman Baker stated that executives at his facility are very nervous about this.

Mr. Bruno stated that they are sending people home to work from home when possible. He stated that the Emergency Management Committee will be meeting in the next few days. There were discussions about precautions that were being taken to not infect whole fire and police departments.

**George Langdon, Albany County Legislator** – Mr. Langdon spoke about recent events and that he had done some reading and feels that it is a real issue. He stated that there are things we have to be conscious of but we have had a lot worse issues. He stated that we should use some precautions. He stated that the deaths are happening to those who are older or have pre-existing conditions. He said that there has not been one death in China under the age of 50 years old.

He then congratulated the Town on receiving the properties on Route 143 and stated that there is more clean-up to do.

**MINUTES BOOK\*\*TOWN OF COEYMANS**  
**March 12, 2020 – Town Board Meeting – 7:00pm**

Mr. Langdon spoke of the annual grants that are available for Not-for-profits from the Albany County Legislature, in the \$2,000 range. He was thinking that it could help a not-for-profit organization like the senior center. He stated that the applications were available and he had given a copy to the Supervisor.

Mr. Landgon then went on to speak about a Clean Air Law that is in front of the County Legislature. He stated that the County Attorneys had looked at one that was similar to the Town of Coeymans but they decided they did not have the tools, manpower or knowledge to enforce it. They came out with this revision that will ban burning waste of any kind. In response to a question from Supervisor McHugh regarding how they define waste, he stated that it is very broad and could actually include people using waste oil furnaces. He said it was possible it could go back to existing ones but it will definitely ban new ones. He stated that Tire Derived Fuel (TDF) was not taken out of it and that things were added to it. He stated that it may even be illegal to use vegetable oil in your diesel engines. He went on to speak about the benefits of TDF and its use in cement kilns. He stated that with the proposed County law that any official would be able to issue citations and that the penalties could include fines or imprisonment. This law says it doesn't matter what is coming out of the stack, just what is going in. Mr. Langdon stated that we have to stop trying to have the government be so cut and dry about things but look at the best way to deal with a situation. He stated that the proposed County Clean Air Law would be before the legislature on March 24<sup>th</sup> at 7:15 up in Court House in the Legislative chambers and asked those who have a vested interest in it to be there.

Councilman Baker stated that he had gone up when they were proposing a similar Clean Air law before and that there was him and one other against it and about two dozen for it.

**Public Comment**

**Ms. Barbara Tanner of Ravena** stood and asked if our law is not valid can it be taken off the books.

Supervisor McHugh stated that the law is valid, just not enforceable. He stated that you can change laws but taking it off the books is not on their agenda right now. He stated that they may look at it down the road. He stated that they need to look into how unenforceable it is. The Code Enforcement Officer has told him that it is not enforceable and hearing that the county attorney's feel the same way, he believes it is unenforceable.

Councilman Baker stated that how it is written they can currently burn up to 25 tons of tires a day right now as long as they meet those emissions standards.

**Mr. Daniel Boomer of Coeymans** stood and spoke in favor of tire burning and Lafarge. He then asked if the county law would affect wood burning or clippings.

Mr. Langdon stated that was unknown at this point but didn't think it would as wood is not considered waste.

**MINUTES BOOK\*\*TOWN OF COEYMANS**  
**March 12, 2020 – Town Board Meeting – 7:00pm**

Mr. Boomer then asked how things had gone with the tires that had appeared on the Krzykowski property.

Supervisor McHugh stated that there had been a lot of activity at the property to remove the tires. He stated that the person had asked the police officer if he could have two weeks to remove them but he was not really sure what the state was.

Councilman Baker stated that Lafarge had obtained a permit to burn tires and that permit is now dormant. The permit can be reinstated if Lafarge can prove they can meet the standards and they currently feel that they can.

**Approval of Minutes**

**Motion to Approve Minutes**

Councilman Baker made a motion to accept the minutes as presented from the February 13, 2020 Town Board Meeting, February 20, 2020 Town Board Audit Meeting, February 20, 2020 Town Board Workshop, February 25, 2020 Special Town Board Meeting, February 27, 2020 Public Hearings, and the February 27, 2020 Town Board Meeting, seconded by Councilman LeFevre.  
APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT – SO MOVED

**Old Business**

**Gedney Hill Tower** – Councilman Baker stated that this was getting closer. He reported that the container is in the fenced in area and that the power is hooked up and the meter installed. He stated that Pittsfield Communications was shooting for March 20<sup>th</sup> to hook up the repeater and that by the next meeting everything should be up and running. Supervisor McHugh stated that it was much neater and a more secure set-up now.

**Albany County Property Transfer to Town of Coeymans** – Supervisor McHugh stated that he has a copy of Albany County Resolution 116 which authorized the County Executive to transfer the two parcels on Route 143 formerly owned by Rodney Krzykowski to the Town of Coeymans. The Town has talked about cleaning up the property and getting it back on the tax rolls. Supervisor McHugh then thanked Albany County Legislator George Langdon and County Executive McCoy for their help.

Councilman Baker thanked Supervisor McHugh for bridging the gap in these relationships.

**Comprehensive Master Plan Update** – Supervisor McHugh stated that we had received the Comprehensive Plan Update Preparation Report back a couple of weeks earlier than expected. He then stated that this is step one to updating our Comprehensive Plan for the Town. He stated that a lot of things have changed in the Town since 2006, namely the Port of Coeymans and the Industrial Parks. He stated that our engineer, MJ Designs would be coming to our Workshop meeting on March 19<sup>th</sup> to talk about the next step in this process. He stated that we are looking at 10-12 months to complete the Comprehensive Plan update.

**MINUTES BOOK\*\*TOWN OF COEYMANS**  
**March 12, 2020 – Town Board Meeting – 7:00pm**

**New Business**

**Solar Law Moratorium** – Supervisor McHugh stated that the Town has no solar laws on the books and that it is becoming more and more popular. There have been requests for solar farms in Town but there is nothing on the books to give Zoning and Planning steps on how they should proceed. They don't have the tools they need. Supervisor McHugh then stated that he thinks that it is important to produce a solar law for the Town of Coeymans to give them the guidance they need. He is proposing a six month moratorium on solar projects in order to give the Town time to create the law. He is not sure if it will take that long.

Councilman Collins stated that he had attended classes in New York City and it talked about towns that had jumped into solar agreements way too soon. Since this is a long term agreement we should make sure that we have everything on the books and that we know what we are getting into before we sign up for it.

Supervisor McHugh stated that he has represented clients in regards to solar farms. He said that these are 25-30 year leases and decommissioning plans. Without laws in place solar farms can take advantage and we need to be prepared. He stated that the Town does not intend to stop solar farms but wants to make sure that we are prepared and have guidance.

Councilman LeFevre asked if this would just be for farms. Supervisor McHugh stated that it would be for quarter acre and above and would not be for someone who wants to put solar on their house.

**Resolutions**

**Resolution #069-20 – Authorize Supervisor to Execute Lease Agreement**

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

**WHEREAS**, the Town of Coeymans current postage meter lease with Pitney Bowes is expiring, and the current meter is obsolete; and

**WHEREAS**, Metroland Business Machines has presented the Town of Coeymans with a lease for a Quaident IX3WP5 semi- automatic mail machine with a 5lb scale and sealer for a term of 63 months at a rate of \$58.90 per month including installation, training, and maintenance.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby authorize Supervisor McHugh to execute the product lease agreement with Metroland Business Machines.

Supervisor McHugh stated that this was to replace an outdated machine but would be at the same cost that we are currently paying.

**Resolution #070-20 – Appoint Seasonal Laborers – Kuchta, Falkner & Perry**

**MINUTES BOOK\*\*TOWN OF COEYMANS  
March 12, 2020 – Town Board Meeting – 7:00pm**

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

**WHEREAS**, the Community Beautification Department is need of additional seasonal labor assistance for spring and summer;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby appoint William Kuchta to a Part-time seasonal Laborer position effective March 30, 2020 through September 27, 2020 at the rate of \$16.00 per hour, contingent upon Albany County Civil Service approval.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the Town Board of the Town of Coeymans does hereby appoint Paul Falkner to a part-time seasonal Laborer position effective March 30, 2020 through September 27, 2020 at the rate of \$16.00 per hour, contingent upon Albany County Civil Service approval.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the Town Board of the Town of Coeymans does hereby appoint Nelson Perry to a part-time seasonal Laborer position effective March 30, 2020 through September 27, 2020 at the rate of \$20.00 per hour, contingent upon Albany County Civil Service approval.

Councilman Burns asked what the Civil Service approval was and asked if they have to take a test. Supervisor McHugh stated that they do not, it just needs to be approved.

**Resolution #071-20 – Appoint Acting Director for Community Beautification - Searles**

On motion of Supervisor McHugh, seconded by Councilman Collins, after the discussion below the following resolution was: APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT – SO MOVED

**WHEREAS**, the Town Board of the Town of Coeymans desires to appoint Scott Searles as acting director of the Community Beautification Department, Parks Department, Town Hall maintenance, and Cemeteries maintenance;

**NOW, THEREFORE BE IT RESOLVED**, the Town Board of the Town of Coeymans does hereby appoint Scott Searles as acting director of the Community Beautification Department, Parks Department, Town Hall maintenance, and Cemeteries maintenance with an annual compensation of \$10,000.00, effective March 30, 2020.

Supervisor McHugh stated that they had done away with the position of the Director of Community Beautification and moved one laborer to the Sewer Department. The other laborer is still doing work for Community Beautification. The current Town Board moved the command and control of that department to the Highway Superintendent.

Councilman Baker stated that he had received numerous phone calls about the cemetery conditions and that it was an ongoing thing and something had to be done.

**MINUTES BOOK\*\*TOWN OF COEYMANS**  
**March 12, 2020 – Town Board Meeting – 7:00pm**

Supervisor McHugh stated that the seasonal workers would be under the Community Beautification Department not the Highway Department. The duties being given to Mr. Searles were outside of his duties as the Highway Superintendent and that it is no different than if they were appointing him to the Planning Board. The intent is to give him a separate and distinct stipend to cover these duties and still save the taxpayers over \$76,000.

After some discussion with Attorney to the Town Peluso the resolution was revised and presented as above and voted on.

**Resolution #072-20 – Grant Permission to Capital Region PRISM**

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

**WHEREAS**, the Capital Region Partnership for Regional Invasive Species Management (PRISM) is desirous of conducting educational activities, including voluntary watercraft inspection for boaters, at the Coeymans Landing DEC Boat Launch in an effort to slow and prevent the spread of aquatic invasive species; and

**WHEREAS**, the Town Board is desirous of PRISM conducting educational activities, including voluntary watercraft inspection for boaters, at the Coeymans Landing DEC Boat Launch in an effort to slow and prevent the spread of aquatic invasive species;

**NOW, THEREFORE BE IT RESOLVED**, The Town Board of the Town of Coeymans does hereby grant permission to the Capital Region Partnership for Regional Invasive Species Management to conduct educational activities and place a boat steward at the Coeymans Landing Launch starting May 22, 2020 through September 7, 2020 during varying daylight hours.

There was discussion about this project and how the information was obtained. Supervisor McHugh stated that it would be completely voluntary as they take boats out of the water and check them for invasive species. He stated that they would be educating boaters at the same time.

Councilman LeFevre stated that it was not a problem if you were taking your boat out of the Hudson and putting it back in the Hudson but if you were taking it out of the Hudson and bringing it elsewhere it could be an issue.

**Resolution #073-20 – Appoint Grant Writer - Ambrosio**

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

**WHEREAS**, the Town of Coeymans is desirous of hiring a Grant Writer to help facilitate the Grant writing process;

**THEREFORE, BE IT RESOLVED**, that the Town of Coeymans Town Board does hereby appoint Nicole Ambrosio as Grant Writer for the Town of Coeymans at a yearly rate of \$10,500.00, effective March 16, 2020.

**MINUTES BOOK\*\*TOWN OF COEYMANS**  
**March 12, 2020 – Town Board Meeting – 7:00pm**

Councilman Baker stated that we have been looking for a grant writer. When asked, the Village of Ravena suggested a big corporation. He then tried the Town of Westerlo and they put him in touch with Ms. Ambrosio who has done some wonderful things for Westerlo and Greeneville. He stated that we are proud and blessed to have her here.

Ms. Ambrosio asked if she could speak. Ms. Ambrosio stood and stated that it was a pleasure coming to the meetings and to see how much the community enjoys each other. She stated that she is going to consider this her Town. She went over some of her background working in education and working for Greeneville and stated that she has already started the process here for Route 144. She stated that she would consider it an accomplishment if we were able to get a trucks only exit for the Thruway. Supervisor McHugh stated that Capital District Transportation Authority is interested in talking to us about an exit into the Industrial Park. Ms. Ambrosio stated that she will be at the meetings and will give a monthly report at the meetings. She asked everyone to let her know if they have any ideas and gave her e-mail address: [nicolea.coeymans@gmail.com](mailto:nicolea.coeymans@gmail.com). She stated that she looks forward to working for the Town.

**Resolution #074-20 – Accept Resignation - Zinzow**

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

**WHEREAS**, Nicholas Zinzow has submitted his letter of resignation effective March 27, 2020, as Laborer currently assigned to the sewer plant,;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby accept the resignation of Nicholas Zinzow, effective March 27, 2020.

Supervisor McHugh wished Nick the best of luck in his future endeavors.

**Resolution #075-20 – Propose Local Law 3 of 2020 – Moratorium on Solar**

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

**WHEREAS** the Town Board of the Town of Coeymans has introduced proposed Local Law No. 3 of the Year 2020 to authorize the establishment of a six (6) month moratorium to temporarily halt the processing and issuing of any applications, permits, certificates of occupancy, approvals, denials, determinations or interpretations for any land uses relating to solar energy, including but not limited to solar farms, and

**WHEREAS** the Town Board of the Town of Coeymans hereby declares itself Lead Agency pursuant the NYS Environmental Quality Review Act (SEQRA) to review for potential adverse environmental impacts that may result from adoption of such proposed local law, and

**WHEREAS** the proposed adoption of the moratorium is a Type II action pursuant to SEQRA 6 N.Y.R.R. § 617.5(c) (36) and therefore not subject to further review under SEQEA Part 617.



**MINUTES BOOK\*\*TOWN OF COEYMANS**  
**March 12, 2020 – Town Board Meeting – 7:00pm**

**NOW, THEREFORE BE IT RESOLVED** that the Town Board of the Town of Coeymans does hereby authorize the Town Supervisor to forward proposed Local Law No. 3 of the Year 2020 to the Albany County Planning Board for its review; and

**BE IT FURTHER RESOLVED** that a public hearing upon such proposed Local Law shall be held on March 26th, 2020, at 6:00 p.m. at Coeymans Town Hall, 18 Russell Ave., Ravena, NY 12143, and the Town Clerk shall publish Notice of the Public Hearing with a summary thereof in the official newspaper at least five (5) days in advance of the Public Hearing.

**Authorize Town Clerk to Attend Conference**

**Motion to Table Resolution**

Supervisor McHugh made a motion to table this resolution before it was presented, seconded by Councilman Baker.

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

**Resolution #076-20 – Authorize Supervisor to Sign Cleaning Services Contract**

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

**WHEREAS**, the Town of Coeymans Town Board is desirous of renewing the cleaning services agreement for the Town Hall,

**NOW, THEREFORE, BE IT RESOLVED**, that The Town of Coeymans Town Board authorizes Supervisor McHugh to execute the proposal and contract with the cleaning service effective April 1, 2020.

**Upcoming Meetings and Workshops**

- Village of Ravena Meeting – March 17<sup>th</sup> – 6pm
- Village of Ravena Election Day – March 18<sup>th</sup>, 12-9pm
- Town Board Workshop – March 19<sup>th</sup> – 7pm
- Planning/ZBA Meeting – March 25<sup>th</sup> – 7pm
- Public Hearing – Proposed Local Law 3 of 2020 – March 26<sup>th</sup> – 6pm
- Public Hearing – Chickens/Livestock and Abandoned/Unregistered Vehicles in the Hamlet – March 26<sup>th</sup> – 6:30pm
- Town Board Meeting – March 26<sup>th</sup> – 7pm

**Public Comment**

**Ms. Nicole Ambrosio** stood and stated that solar is very important and that she thinks a moratorium is a great idea. She stated that if we get the ag. and farmland protection grant we could infuse solar into it which would also mesh well with the comprehensive plan.

In response to an earlier comment Councilman LeFevre stated that the DEC ban on brush burning is March 16<sup>th</sup> – May 14<sup>th</sup>.

**MINUTES BOOK\*\*TOWN OF COEYMANS**  
**March 12, 2020 – Town Board Meeting – 7:00pm**

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**Motion to Adjourn**

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

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

Time – 8:10pm

*Respectfully Submitted,*



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*Cindy L. Rowzee, Town Clerk*