

MINUTES BOOKTOWN OF COEYMANS**
August 13, 2020 –Town Board Workshop – 7:00pm

A Town Board Workshop was held Thursday, August 13th, 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
Jaclyn Hakes, M.J. Engineering
Andrew Gillcrist, M.J. Engineering

Supervisor McHugh continued the workshop from the public hearing.

Public Announcements

Officer Dunn Tribute – Supervisor McHugh read a statement from the Coeymans Police Benevolent Association regarding the death of Officer Joseph Dunn.

On August 2nd 2020, Coeymans Police Officer, Joseph Dunn awoke to find his house fully engulfed in flames. Upon exiting the house Officer Dunn suffered 2nd degree burns to a majority of his body. He was transported to Albany Medical Center and then transferred to The Clark Burn Center in Syracuse, NY. His condition at that time was critical. On August 10th Officer Dunn succumbed to his injuries after several surgeries and a week-long fight. On August 11th Officer Dunn was transported with full police escort, from the Clark Burn Center to Rossi & Ditoro Funeral Home in Schenectady. Officer Dunn has served the Coeymans community for over 25 years and has been instrumental in fundraising and community events. The viewing for Officer Dunn will be held Friday, August 14th, 2020 from 4 pm to 7 pm at the Rossi & Ditoro Funeral Home, located at 501 Union Street in Schenectady. The funeral will be held on Saturday, August 15th, 2020 at 12 noon at the St. Luke's Catholic Church located at 1247 State Street in Schenectady, NY.

Supervisor McHugh stated that Officer Dunn was a great guy and everybody liked him and that he would be greatly missed by the community.

RiverFest 2020 – Supervisor McHugh read information for River Fest 2020 that is being planned for September 11th & 12th. This would consist of a growing list of vendors, a parade from Mosher Park to the riverfront, fireworks and more. He thanked Lafarge-Holcim, Carver Companies and WM Biers for their donations. He then stated it is subject to change and that currently our COVID-19 numbers are way down but anything can happen between now and then. He stated that masks would be required and social distancing will be promoted.

MINUTES BOOKTOWN OF COEYMANS**
August 13, 2020 –Town Board Workshop – 7:00pm

Coeymans Hollow Fire Dept. “Horror in the Hollow” Cancellation – Supervisor McHugh stated that the Coeymans Hollow Fire Department is cancelling “Horror in the Hollow” this year. It came down to social distancing and there is no way to social distance in a wagon with the numbers that this event brings in.

Crystal Image Concert Cancellation – The Crystal Image Concert that was rescheduled for August 28th is being cancelled. One of the band members lives in Florida and with the current travel restrictions he cannot make it here.

Lafarge-Holcim Dusting Incident – Supervisor McHugh stated that there had been a malfunction at Lafarge this past Saturday and some lime dust had landed on vehicles and properties. He stated that DEC is on top of this and that Lafarge is visiting property owners and assessing damages. If you had any issues at your house please contact Aaron Kelsey at Lafarge.

Old Business

M.J. Engineering Comprehensive Plan Update – Jaclyn Hakes and Andrew Gillcrist were at the meeting to give more information on the Comprehensive Plan Update. The following items were discussed:

- 15 people had attended in 5 groups for the Stakeholder Meetings. MJ Engineering would follow up with those who could not make it. The groups were Infrastructure, Mobility and Transportation; Economic Growth, Land Development, Business; Open Space, Agriculture, Recreation and the Environment; Education, History and Culture; Health Community Services and Emergency Services. Some common themes were importance of coordination with the Village of Ravenna, the need for more marketing and branding for business development, infrastructure improvements, revitalizing the Hamlet areas, property maintenance issues and overall support for business and industry.
- A table had been set up at the Farmer’s Market for public engagement and the PlanCoeymans.com/survey is up and running with a link on the Town Facebook page. There have been about 40 surveys completed.
- The Draft Report Card exercise showed 60 of 111 recommendations from the 2006 Comprehensive Plan had not been completed. They reviewed some of these items to see if they were still relevant and if they should be included in a targeted update. They would continue working on this to refine it. The following topics were discussed:
 - Land Use and Zoning – Land use tools and regulations related to agricultural protection, vacant buildings, natural resource protection, historic buildings and encouraging mixed use development. There was discussion about Coeymans’ diverse zoning and the two zoning codes with the Town and Village. There was also talk about updating the zoning code.
 - Natural Resources – Protection and promotion of key resources, including agricultural lands, open space, scenic lands, cultural resources and water resources. There was discussion about large scale solar installations and scenic character.

MINUTES BOOKTOWN OF COEYMANS**
August 13, 2020 –Town Board Workshop – 7:00pm

- Economic Development – Branding, marketing and support of business. Incentivize redevelopment and reinvestment. Develop tourism resources. There was discussion regarding emerging entrepreneurial spirit, the need for business growth on Main St. Supervisor McHugh stated that this Town Board is very business friendly, is open to PILOTs and has worked with local industries for job training.
- Housing – Senior housing development. First-time home buyer assistance. Housing rehabilitation. There was discussion about older housing stock, low inventory on the market, and the time involved in purchasing a foreclosed property.
- Historical and Cultural Resources – Redevelopment and reinvestment of historic structures. Resources/funding for historic preservation efforts. Identification of historic resources. Exploration of regulatory tools to protect historic areas. There was discussion about the Town’s rich historical resources, the Historical Society and the Ravena News Herald.
- Municipal and Community Resources – Capital Improvements Program. Need for senior/community center. Waste management solutions. Things such as infrastructure, funding challenges for fire and police, retention for police officers and recruitment challenges for the fire stations were discussed at the Stakeholder meetings.
- Recreational Resources – Plan for future parks and recreational resources. Identify parks and recreational needs. Trails planning and identification of linkages to other recreational resources. There was discussion about installing permanent lavatory facilities in the parks and possibly adding or fixing up trails.
- Transportation – Establishment of a Traffic Safety Committee. Traffic safety improvements. Transportation related design standards. Traffic calming. Bicycle/Pedestrian improvements. Transportation services for seniors. Truck traffic along key corridors and pedestrian improvements were mentioned.
- Government Administration and Policies – Incorporate “smart growth” principles into land use regulations. Tools to offset cost of infrastructure due to development. Program to enhance Town’s aesthetics. Adopt a local Right-to-Farm Law. There was discussion about having laws to protect the Town and the need to give law enforcement and the Building Department the laws they need to be business friendly and protect investments. There was also discussion about coordination with the Village.
- There was discussion about future Stakeholder meetings. Ms. Hakes and Mr. Gillcrist would not be returning until October and at that point they should have a pretty clear direction for the update.
- It was suggested that MJ Engineering bring laptops to RiverFest so that people could do the survey right there.

New Business

Chickens and Livestock in the Hamlet – Supervisor McHugh stated that he has a draft of a law regarding chickens and livestock in the Hamlet modeled after the City of Albany and Cohoes,

MINUTES BOOKTOWN OF COEYMANS**
August 13, 2020 –Town Board Workshop – 7:00pm

however, he likes the information from Bethlehem and so he would like to work on this for a couple of more weeks.

Trinity United Methodist Church – Park Fee Waiver – Trinity United Methodist Church is requesting that the Town Board waive the fee for the use of Joralemon Park on August 30, 2020. Every year they have a service and a picnic out at Joralemon Park. This year it is just going to be a service and no food. They estimate about 25 people and have submitted their insurance.

Motion to Approve Fee Waiver

Supervisor McHugh made a motion to approve the fee waiver request by the Trinity United Methodist Church for their use of the park on August 30th, seconded by Councilman LeFevre. APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT – SO MOVED

Young Explosives Contract – RiverFest 2020 – Supervisor McHugh stated that there is a contract under RiverFest. A deposit has been put down for this from funds that have been donated.

Lawn Mower Purchase – Cemeteries – Supervisor McHugh stated that a prior Town Attorney approved the use of Cemetery Funds for maintenance of the cemeteries. The Cemetery is in need of a lawn mower and purchased a stand-on mower which is easier to maneuver around the headstones.

Motion to Authorize Purchase of Mower

Supervisor McHugh made a motion to ratify the purchase of a new Ferris SRS Z3X Commercial Grade stand-on mower for state contract amount of \$10,199 for use at the Town cemeteries through Max Wood in Coxsackie, seconded by Councilman Baker. APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT – SO MOVED

There was discussion about the current number of lawn mowers. Supervisor McHugh stated that we currently have 3 or 4. It was reiterated that this would be used for the cemeteries.

Resolutions

Resolution #144-20 – Authorize Auction of Equipment

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 Beautification department is desirous of placing the following surplus equipment up for auction:

1. John Deere GT242
2. John Deere LX280
3. Sabre 20Hp V twin

MINUTES BOOKTOWN OF COEYMANS**
August 13, 2020 –Town Board Workshop – 7:00pm

4. Wheel Horse 414-8

NOW, THEREFORE, BE IT RESOLVED, that the Town board of the Town of Coeymans does hereby Authorize Highway Superintendent, Scott Searles, to place the above referenced surplus equipment for sale on Auctions International for current blue book values.

Resolution #145-20 – Authorize Changes to Facility Use Requirements and Forms

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 of Coeymans is desirous of updating the Facility Use Requirements which outlines the necessary requirements for a commercial entity and/or an individual to rent a Town Facility; and

WHEREAS, the Town Board of the Town of Coeymans would like to make the following changes:

- A Separate Security deposit in the amount of \$50.00 in the form of a check will be required in addition to the \$25.00 fee to rent and returned once the facility is deemed in good order.
- No alcoholic beverages will be permitted at any Town Facility or premises.
- Individuals renting the premises will not be required to provide proof of insurance in order to rent.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize these changes to the Town of Coeymans Facility Use Requirements effective immediately.

Councilman Baker verified that no individual insurance was required and was concerned about the liability issue. Supervisor McHugh stated that anything would always come back on us since it is our property.

Resolution #146-20 – Waive Sewer Penalty

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

WHEREAS, Due to a clerical error in the Town Clerk’s Office, sewer account 191 did not receive the 2020 Sewer bill for the time frame of January 1, 2020 to June 30th, 2020; and

WHEREAS, the owner is new to the area and unaware of the billing cycles; and

WHEREAS, the owner is requesting the penalty of \$49.01 for the January 1, 2020 through June 30, 2020 sewer billing cycle be waived;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the town of Coeymans does hereby authorize the penalty of \$49.01 on sewer account 191 be waived this one time only.

MINUTES BOOKTOWN OF COEYMANS
August 13, 2020 –Town Board Workshop – 7:00pm**

During discussion it was stressed that this was one time only and was because the people were new to the area and didn't know the billing cycles.

Resolution #147-20 – Authorize Prepayment of RiverFest 2020 Expenditures

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 RiverFest 2020 has demonstrated a need to access the Celebration funds for deposits for attractions; and

WHEREAS, the utilization of the Town of Coeymans regular disbursement process system would not provide timely availability of funds;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize the prepayment for celebration expenditures associated with RiverFest 2020.

Supervisor McHugh stated that there are some deadlines involved with these payments and that is why he was asking for the ability to pre-pay them. He reiterated that these were not taxpayer dollars, but were from donations. He stated that the contracts were time sensitive.

Resolution #148-20 – Authorize Supervisor to Enter Contract with Staats Masonry

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 Sewer Department facility is in need of several areas of masonry repair and maintenance; and

WHEREAS, the Town of Coeymans Sewer Department has received an estimate from Staats Masonry in the amount of \$11,200.00 for certain repairs and maintenance items;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans Authorizes Supervisor, George D. McHugh, to enter into a contract with Staats Masonry to complete the necessary repairs at the Town of Coeymans Waste Water Plant.

There was discussion regarding the fact that no other quotes were attached. Supervisor McHugh stated that three companies came down to look at it but the others did not provide proposals.

Upcoming Meetings

Town Planning Board/Zoning Board of Appeals Meeting – August 26, 2020 at 7pm – MJ Engineering would be at that meeting for a Solar Farm review as well as to engage the ZBA for the Comprehensive plan update.

Town Board Public Hearing on Proposed Local Law – August 27, 2020 at 6:30pm

MINUTES BOOKTOWN OF COEYMANS**
August 13, 2020 –Town Board Workshop – 7:00pm

Town Board Meeting – August 27, 2020 at 7pm

Motion to Adjourn to Executive Session

On motion of Supervisor McHugh, seconded by Councilman Collins, the Town Board meeting was adjourned to Executive Session on an attorney/client matter.

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

Time – 8:21pm

Motion to Adjourn

On motion of Supervisor McHugh, seconded by Councilman Baker, the Town Board meeting was adjourned from Executive Session.

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

Time – 8:55pm

Respectfully Submitted,



Cindy L. Rowzee, Town Clerk