

**MINUTES BOOK\*\*TOWN OF COEYMANS  
December 17, 2020 –Town Board Workshop – 7:00pm**

**A Town Board Workshop was held Thursday, December 17, 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

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Supervisor McHugh continued the Town Board Workshop from the Public Hearing at 6:36pm.

**Public Announcements**

**Town Hall** – Supervisor McHugh stated that due to the local COVID numbers Town Hall business would be conducted by appointment only. He asked that people call the Supervisor’s Office to make appointments. They would be allowing two appointments per hour and Thursday’s would be limited to court. He asked that people use the drop box outside of the main entrance of Town Hall when possible. This was being done for the safety of the public and the employees.

**COVID-19 Update** – Supervisor McHugh gave an update on the COVID-19 numbers in the area. He stated that Albany County had a record of 222 cases overnight and this was the main reason why Town Hall was going to appointments only.

**Santa to Coeymans Hollow and the Hamlet of Coeymans** – Supervisor McHugh announced that Santa would be coming to Coeymans Hollow on Saturday, December 19<sup>th</sup> and the hamlet of Coeymans on Sunday the 20<sup>th</sup>.

**Town Hall Closed December 24<sup>th</sup>-25<sup>th</sup>** – Supervisor McHugh stated that Town Hall would be closed on December 24<sup>th</sup> and 25<sup>th</sup> for the Holiday season.

**Old Business**

**RK Property** – Supervisor McHugh stated that the Town Board was accepting proposals for the purchase of the RK property. He then read the Request for Proposals and stated that it could be found on the Town website. Supervisor McHugh stated that he believes it was in the News Herald.

Town Clerk Rowzee stated that she had never been asked to put it in the newspaper and that it had only been on the website.

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It was stated that there was a packet available by e-mail from Mr. Cashin in the Building Department for any who were interested.

**Town Hall Feasibility Study Update** – Supervisor McHugh stated that all department heads had met with the engineers about their needs and wants for a Town Hall. The engineers had been at Town Hall for the better part of a day and took considerable notes.

**New Business**

**Organizational Meeting** - Supervisor McHugh made the following motion regarding the 2021 Organizational Meeting.

**Motion to Set Date for Organizational Meeting**

Supervisor McHugh made a motion to set the Organizational Meeting for January 1, 2021 at 9am and authorized the Town Clerk to advertise it, seconded by Councilman Collins.

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

**Resolutions**

**Resolution #180-20 – Adopt 2020 Sewer Rates**

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 is required to establish Sewer Rates for 2021; and

**WHEREAS**, a Public Hearing was duly advertised in the official newspaper of the Town of Coeymans and held on December 17<sup>th</sup>, 2020 at 6:30p.m. at 18 Russell Avenue Ravena, N.Y.; and

**WHEREAS**, all parties in attendance were granted the opportunity to speak on behalf of and/or in opposition to the proposed 2020 Sewer Rates: and

**WHEREAS**, the Town of Coeymans determines the number of units to calculate the billing for operation, maintenance, and capital projects; and

**WHEREAS**, each use is hereby charged as follows:

**Per unit, per year**- Four hundred sixty one dollars and twenty nine cents (\$461.29)

**January-June Payment**- Two hundred thirty dollars and sixty five cents (\$230.65)

**July-December Payment**- Two hundred thirty dollars and sixty four cents (\$230.64)

**Commercial-One** (1) unit per use

**Apartments-One** (1) unit per apartment

**Out of District**- Users per unit, per year

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Vacant Parcel- Flat rate of one hundred dollars (\$100.00) per year

Village of Ravena- Thirty six thousand four hundred eighty dollars and thirteen cents (\$36,480.13)

**WHEREAS**, the Town Board of the Town of Coeymans has established a late payment of ten percent (10%) to be imposed on all balances (30) days from due date of billing.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby authorize the Town Clerk to collect sewer rents for 2021, pursuant to the above established rates.

**Resolution #181-20 – Adopt 2020 Stone House Hill Sewer Rates**

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 required to established the Stonehouse Hill Road Extension sewer rates for 2021; and

**WHEREAS**, a Public Hearing was duly advertised in the official newspaper of the Town of Coeymans and held on December 17<sup>th</sup>, 2020 at 6:30p.m. at 18 Russell Avenue Ravena, N.Y.; and

**WHEREAS**, all parties in attendance were granted the opportunity to speak on behalf of and/or in opposition to the proposed 2020 Sewer Rates: and

**WHEREAS**, the Town of Coeymans determines the number of units to calculate the billing for the operation, maintenance, and capital projects; and

**WHEREAS**, each use is hereby charged as follows:

**Per unit, per year**- Four hundred fifty eight dollars and fifteen cents (\$458.15)

January-June Payment- Two Hundred twenty nine dollars and eight cents (\$229.08)

July-December Payment- Two Hundred twenty nine dollars and seven cents (\$229.07)

Commercial-One (1) unit per use

Apartments-One (1) unit per apartment

Out of District- Users per unit, per year

Vacant Parcel- Flat rate of one hundred dollars (\$100.00) per year

**WHEREAS**, the Town Board of the Town of Coeymans has established a late payment of ten percent (10%) to be imposed on all balances (30) days from due date of billing.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby authorize the Town Clerk to collect sewer rents for 2021, pursuant to the above established rates.

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**Upcoming Meetings**

Town Board Meeting – December 21, 2020 at 7pm

Planning Board/Zoning Board of Appeals Meeting – December 22 or 23, 2020 at 7pm

**Additional Comments**

Town Clerk Rowzee spoke about the upcoming tax season. She stated that the bills would be going out soon and would include a return envelope this year. She stated this is the first year that residents will be able to pay in person at The Bank of Greene County on 9W in Ravena. She reminded everyone that Town Hall is by appointment only.

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**Motion to Adjourn to Executive Session**

On motion of Supervisor McHugh, seconded by Councilman LeFevre, the Town Board meeting was adjourned to Executive Session to consult with the attorney.

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

Time – 6:57pm

**Motion to Adjourn**

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

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

Time – 7:45pm

*Respectfully Submitted,*



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*Cindy L. Rowzee, Town Clerk*