**A Town Board Meeting was held Thursday October 27, 2022 at 6:00pm at Town Hall, 18 Russell Avenue, Ravena, New York**

**PRESENT:** George D. McHugh, Supervisor

 Brandon L. LeFevre, Council Member

 Linda S. Bruno, Council Member

Marisa Tutay, Council Member

**Absent:** Stephen J. Schmitt, Council Member

**ALSO PRESENT:** Candace McHugh, Town Clerk

Marc Tryon, Chief of Police

Jason Chmielewski, Building Department

 Daniel Baker, Superintendent of Highways

 Keith Geraldsen, Chief Sewer Plant Operator

Supervisor McHugh called the meeting order and led the audience in the Pledge. Council member Bruno led the audience in prayer. Supervisor McHugh asked that the record reflect that all members were present with the exception of Council member Schmitt.

**Announcements:**

-Operation Recognition is a program that recognizes the devotion and sacrifice of all Veterans who left school early by presenting them with their High School Diploma. Please join the Unitas Memorial Veterans Association Post 9594, Post Auxiliary, and RCS School District on November 5, 2022 at 10am at the RCS High School to honor those who served as they receive their long overdue and well-deserved Diplomas. For more information, please contact Lisa Foronda Schmitt at 518-469-3562.

-Town Hall will be closed on Election Day, Tuesday November 8, 2022. Polls are open 6am-9pm. You can review the ballots, propositions, and find out where you vote by visiting
www.Albanycounty.com and find the Board of Elections under departments. You can also give Town Hall a call and the clerk’s office can help you locate the information as well. 518-756-6006 X3.
Early voting is also an option; the closest location to us is Bethlehem Lutheran Church 85 Elm Ave, Delmar, NY 12054

It begins October 29-November 6

Sat & Sun 9am-5pm
Mon & Wed 12pm-8pm
Tues, Thurs, Friday 9am-5pm

-Town Hall will be closed on Friday November 11, 2022 in Honor of Veterans Day. There will be a Veterans Day Celebration on November 11 at 11am located at Ravena Veterans Park which is on the corner of Main and Central. This celebration is brought to you by the Unitas Memorial
Veterans Association and supported by the RCS community.

-The Affordable Connectivity Program (ACP) is a U.S. government program run by the [Federal Communications Commission (FCC) program](https://www.fcc.gov/ACP) to help low-income households pay for internet service and connected devices like a laptop or tablet. For more information, please visit [www.affordableconnectivity.gov](http://www.affordableconnectivity.gov) or call 877-384-2575. Eligible households must both apply for the program and contact a participating provider to select a service plan.

Mark Evans from State Tel reported the Bushendorf & Starr Road fiber optic project is complete. Approximately 43% of the potential customers have already signed up. Supervisor McHugh stated that this project was a great example of public and private working together. The Coeymans Town Board used ARPA funds to pay for this project.

**Public Comment**:

Carver Laraway from the Port of Coeymans Spoke about the unity within the current Town Board and thanked them for their pro-business approach. He believes there are a lot of great opportunities here in town.

Cindy Rowzee of the Village of Ravena thanked the board for making internet a priority in Coeymans Hollow. Mrs. Rowzee stated she found a possible issue in the budget. She noticed no money was set aside for H-41 and she remembers the bond for this project being thirty years and this would change the amount owed by the Village. The Supervisor said he would check with Nita in regards to this. Later in the meeting it was clarified that the town had been issued a credit by EFC which is why there is no payment scheduled for H-41 in 2023.

Billy Biers thanked the board for a great working relationship. He enjoys seeing the town coming back to life and believes it’s because of this board. Supervisor McHugh stated that 2 of the top 3 shovel ready sites in the county are in Coeymans, the number one site belonging to Mr. Biers.. He thanked Mr. Biers for his investment in the town.

Barbara Tanner of the Village of Ravena thanked Mr. Laraway for all his effort in cleaning up the Hamlet area.

Council member Bruno stated her family comes from western New York and when they visit, they have commented on how much better the town is looking due to his efforts.

**Motion to Approve Minutes**

Minutes were approved for the following Town Board meetings:

September 22, 2022 Town Board Meeting
October 1, 2022 Special Meeting
October 8, 2022 Budget Workshop

Council member Tutay made a motion to accept the minutes and Council member LeFevre seconded the motion
APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1– ABSTAIN 0- SO MOVED

**Supervisor Report**

Supervisor McHugh read the September 2022 Supervisor’s Report.

**Motion to Accept Report**

Council member leFevre made a motion to accept the report as read, seconded by Council member Bruno. APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

**Department Reports**

**Town Clerk Report** – September 2022 Report read by Candace McHugh

**Motion to Accept Report**

Council member Bruno made a motion to accept the report as read, seconded by Council member Tutay. APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

**Police Department Report** – August 2022 Report read by Chief Tryon

**Motion to Accept Report**

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

**Building Department –** September 2022 Report read by Jason Chmielewski

**Motion to Accept Report**

Council member McHugh made a motion to accept the report as read, seconded by Council member Bruno. APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

**Planning/Zoning Board Report -** September 2022 report

**Motion to Accept Report**

Council member McHugh made a motion to accept the report as read, seconded by Council member Tutay. APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

**Sewer Department Report** – September 2022, Report read by Keith Geraldsen

**Motion to Accept Report-**

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

**Highway Department Report –** October 2022 Report read by Daniel Baker

**Motion to Accept Report**

Council member McHugh made a motion to accept the report as read, seconded by Council member LeFevre.

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

**Old Business:**

 Holcim Alternate Truck Route: Robert McGehee is the environmental director for the Holicm plant and presented the plans for moving the exit/entry of the quarry. The proposed improvements will keep trucks off small rural roads and improve the overall quality of life. The new entry/exit will be on Route 101. Holcim is still waiting for approval from DEC but once approved the first step will be tree removal followed by core sampling to determine where and if blasting will be needed during excavation. Construction of the roadway will be up to highway standards. NYSDEC will eventually put out a public hearing period for this project. It is Holcim’s hope the public will comment positively on this project and express their thoughts and concerns. The area was once called Ten Eyck Hill. The existing entry will remain open for employees and small deliveries

CodeRed Update: Town Clerk Candace McHugh stated there has been a soft opening of the program on our website. Superintendent Baker explained some key people have been out of town delaying the start up. We will meet next week to plan the execution.

Route 9W Sidewalk Construction: The Supervisor and Highway Superintendent had a meeting with the Village of Ravena, NYSDOT, and MJ Engineering to discuss sidewalks along 9W. A strategy has been mapped out to install over 2,000 feet of sidewalk in phases. Supervisor McHugh has been in contact with Assemblyman Chris Tague to discuss ear marking funds next year for this. This will be a collaborative project between the Village of Ravena and the Town of Coeymans.

**New Business:**

Airborne Mold in Town Hall: Mold remediation estimates are coming in. In the meantime, we will need to develop a plan to move the departments affected until we have a better idea of the future of Town Hall. Council member Tutay asked if there was a possibility of finding more issues when we try to remediate, Supervisor McHugh said this was definitely a possibility.

Park Bathroom: The low bid was $779,000 from Flach Industries which is more than the town has to spend on this project. Municipalities have to pay prevailing wage which greatly effects the cost of construction. The engineers have given a few options and the board is leaning towards redesigning and putting back out to bid. Superintendent Baker said the construction being scheduled for winter effects costs as well.

**Resolutions**

**Resolution # 162-22 Budget Amendment**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[ ] [x] [ ] [ ] [ ]
| *Total* | 4 | 1 | 4 | 0 | 0 |

I, Council member Tutay offer the following resolution and move its adoption:

**WHEREAS,** the Cemetery Department has purchased a new lawn mower for the maintenance of said cemeteries; and

**WHEREAS,** the new lawn mower was purchased from Menands Hardware, Inc. for the purchase price of $9,944.00; and

**WHEREAS,** the Town’s Coeymans Hollow Cemetery Savings Fund was established to maintain the Coeymans Hollow Cemetery; and

**WHEREAS,** this piece of equipment will be used for such purchase;

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby authorize Supervisor George D. McHugh to amend the 2022 budget as follows:

**GENERAL FUND (A)**
**Increase Appropriations**Cemeteries
(A)8810.2 Equipment $9,944.00
**Increase Revenue**(A)5031 Interfund Transfer from Coeymans Hollow Cemetery $9,944.00

**Coeymans Hollow Cemetery Fund
Increase Appropriations**(TEC)9901.9 Transfer to General Fund $9,944.00
**Increase Revenue**(TEC)0599 Appropriated Fund Balance $9,944.00

Seconded by Council member LeFevre, offered for discussion and duly put to a vote, the results of which appear above.

**Resolution # 163-22 Authorize Highway Superintendent to Apply for Grant Funds**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[ ] [x] [ ] [ ] [ ]
| *Total* | 4 | 1 | 4 | 0 | 0 |

I, Council member LeFevre offer the following resolution and move its adoption:

**WHEREAS,** funding is available from the Albany County Soil and Water Conservation District; and

**WHEREAS,** the Town of Coeymans Highway Superintendent is requesting authorization from the Town Board to apply for funding from the “2022 Municipality Conservation Assistance Program”; and

**WHEREAS,** the funding will be used for the “Streambank Restoration of 3 Roads Project” (Biechman Road, Bucks Ranch Road, Lindskoog Road) in the amount of $29,500; and

**WHEREAS,** the Stipulated completion date of the Project will be December 15, 2022

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby authorize the Highway Superintendent, Daniel D. Baker to apply for the funding.

Seconded by Council member McHugh, offered for discussion and duly put to a vote, the results of which appear above.

**Resolution # 164-22 Adopt Sewer Rent Procedures**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[ ] [x] [ ] [ ] [ ]
| *Total* | 4 | 1 | 4 | 0 | 0 |

I, Council member Bruno offer the following resolution and move its adoption:

**WHEREAS,** the Town Board of the Town of Coeymans is in need of adopting specific procedures to capture additional sewer rents throughout the year; and

**WHEREAS,** the Town of Coeymans is in need of specific definitions for Sewer Rent charges; and

**WHEREAS,** the Town Board members are in agreement with the Definitions and Procedures as presented below;

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby authorize the adoption of the following:

**DEFINITIONS**

**Residence-** private home consisting of single family or dual family-will be one unit per family.

**Commercial-** retail space or restaurant. Those classified as commercial will be charged 1.5 times the residential unit rate and the number of units will be calculated by the number of separate lavatories and kitchens. For example, a restaurant with 2 separate lavatories and a kitchen will be charged for 3 units at a rate that is 1.5 times that of the residential rate.

**Industrial-** properties lying within the industrial zone of the town (1, 1-2, C-IP, I-3P) will be charged 2 times that of the residential unit rate. Number of units will be determined by the number of lavatories in the building which should relate to the occupancy code.

**Apartments-** will remain billed at the residential rate with one apartment equaling one unit.

**Vacant Parcel-** will remain at the flat rate of $100 per year.

**PROCEDURES:**

**Building Department**

1. When a demolition permit is issued for a dwelling, the Building Department will notify the Assessor’s Office when the permit is closed out and the Building Department will also notify the Town Clerk’s Office so the unit or units may be deleted from the Sewer Roll.

2. When a new dwelling is issued a permit and when the Certificate of Occupancy is issued, the Building Department will notify the Assessor’s Office and the Town Clerk’s Office so the clerk may add the units to the Sewer Roll.

3. When a building is being rehabbed and apartments are being established the Building Department will notify the Assessor’s Office and the Town Clerk’s Office when a Certificate of Occupancy is issued with the number of units being added.

**Assessor Department**

When merging properties in the sewer district, the Assessor will notify the Town Clerk’s Office of the following:

1. Property Tax Map numbers of the parcels being merged

2. The new tax map number for the merged parcel

3. Proper number of units to be charged for the new tax map number.

Seconded by Council member Tutay, offered for discussion and duly put to a vote, the results of which appear above.

**Resolution # 165-22 Abstract for October 2022**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[ ] [x] [ ] [ ] [ ]
| *Total* | 4 | 1 | 4 | 0 | 0 |

I, Council member McHugh offer the following resolution and move its adoption:

**BE IT RESOLVED,** that the Town Board has approved the payment of bills as presented in the Abstract for October 2022, as follows:

**PRE-PAID VOUCHERS** –22-01482 to 22-01551, 2201556 to 22-01579 and P22-063 to P22-072 from the following funds:

|  |  |
| --- | --- |
| **General**  | **$ 90,754.19** |
| **Part Town**  | **$ 221,345.02** |
| **Highway – Town Wide** | **$ 0** |
| **Highway – Part Town** | **$ 29,202.09** |
| **Sewer**  | **$ 21,821.52** |
| **Trust & Agency** | **$ 41,156.67** |
| **H-39** | **$ 609,900.00** |
| **Payroll Deductions** | **$ 4,204.10** |
|  |  |

**VOUCHER NUMBERS –**22-01580 to 22-01640 and 22-21642 to 22-01477 from the following funds:

|  |  |
| --- | --- |
| **General**  | **$ 41,251.75** |
| **Part Town**  | **$ 333.60**  |
| **Highway -Town Wide** | **$ 4193.81** |
| **Highway – Part Town** | **$ 19,102.20** |
| **Sewer**  | **$ 29,800.71** |

**TOTAL FOR ALL FUNDS – $ 1,113,065.66**

Seconded by Council member Bruno, offered for discussion and duly put to a vote, the results of which appear above.

**Resolution # 166-22 Authorize Open Development Area**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Steven Schmidt |[ ] [x] [ ] [ ] [ ]
| *Total* | 4 | 1 | 4 | 0 | 0 |

I, Council member Tutay offer the following resolution and move its adoption:

**Resolution Approving Open Development Area for Lands of**

**Fagan/DiPierro - 65 Fox Street (S.B.L. 145.-2-36.1)**

**WHEREAS,** Kevin Fagan and Christina DiPierro (hereinafter “Applicants”) are owners of property located at 65 Fox Street (S.B.L. 145.-2-36.1), approximately thirty-four (34) acres in size; and

**WHEREAS**, the Applicants have applied to the Coeymans Planning Board (hereinafter “Planning Board”) for subdivision approval to create three new residential lots for new home construction, with each new lot approximately three (3) acres in size; and

**WHEREAS**, access to the proposed lots is by means of a shared private driveway that will extend from Fox Street, an existing improved Town highway, over and across the Applicant’s existing driveway and extended to the location of the three new residential lots; and

**WHEREAS**, as a consequence of this proposed layout, the three new residential lots will not have direct fee-owned frontage on an improved public highway, but will have an easement over the shared private driveway to access Fox Street; and

 **WHEREAS**, in such circumstances, New York Town Law Section 280-a requires the establishment of an open development area through resolution the Town Board; and

**WHEREAS**, the Applicants submitted a written request to the Town of Coeymans Town Board by correspondence dated February 2, 2022, for the establishment of an open development area for this proposed subdivision; and

**WHEREAS**, the Town Board entertained such request at its meeting held February 24, 2022, and in compliance with applicable legal requirements, referred the request to the Planning Board for recommendation; and

**WHEREAS**, the Applicants thereafter presented the request for establishment of an open development area to the Planning Board at its meetings held March 14 and April 11, 2022; and

**WHEREAS**, the Planning Board made the following recommendation on the request for the establishment of the open development area at its meeting held April 11, 2022: “refer open development plan back to the Town Board with our recommendation that we [have] no objection with the condition that the engineer’s report is reviewed by the Fire department and they have no objections”; and

**WHEREAS**, the Town Board has duly considered the request for an open development area and proposed private roadway, including presentation by the Applicants and their counsel at multiple public meetings of the Town Board; review and consideration of the application materials, the Planning Board recommendation, and the emergency vehicle access and road specifications; consultation with the Town’s building department, highway department, fire department and engineering consultants; and review of the draft private road maintenance agreement for this subdivision, a copy of which is attached to this Resolution; and

**WHEREAS**, the Town Board finds the project site to be unique given the existing parcel size in relation to the existing house and barn location on the parcel; the available location for a road to access the proposed subdivided lots from Fox Street; the proposed location of the subdivided lots on the existing parcel; and the size of such proposed subdivided lots; and further finds that its determination on this request for an open development area on this parcel will be limited to its particular facts and shall not be deemed to have any precedential effect;

**NOW, THEREFORE, BE IT RESOLVED** by the Town Board of the Town of Coeymans that the application for an open development area for the Fagan/DiPierro subdivision located at 65 Fox Street (S.B.L. 145.-2-36.1) is hereby approved, subject to the following conditions:

1. The private road design specifications shall conform with the plan drawings and notes on the Applicants’ Proposed Layout Plan and Emergency Vehicle Access Plan dated April 11, 2022;
2. The final private road design specification shall be subject to approval by the Town building department;
3. The construction of the private road shall be subject to inspection and approval, including final inspection and approval, by the Town building department;
4. The attached private road maintenance agreement shall be a condition of the open development area and subdivision approval and shall be recorded in the Office of the Albany County Clerk to run with the land and be a part of the title to each of the lots within the subdivision; and
5. The subdivision application shall remain subject to review by the Coeymans Planning Board in compliance with all applicable subdivision review standards and requirements.

Seconded by Council member LeFevre, offered for discussion and duly put to a vote, the results of which appear above.

Discussion: Town Attorney James Peluso stated he had made an edit to the attached contract and asks that the board clarify the edits and adopt with the edits. Supervisor McHugh asked if there was indemnification language within the agreement. He also asked if there wasn’t what was there to keep the town from being sued. Mr. Peluso advised the applicants attorney answer that. Mr. Gihlcrest stated this would be administered and processed like all building permits within the town. The Planning Board will need to review all plans along with the building department. Mr. Gihlcrest read the edit for paragraph 3: “The parties acknowledge that the private roadway hereto for described is not a public road and the Town of Coeymans has no responsibility for any improvement, maintenance, repair, or snowplowing of said roadway or for the enforcement of any provisions of this agreement.” Mr. Gihlcrest stated it is very clear this is a private road. Council member LeFevre added the board has discussed this for hours, this has not been an easy decision for the board to come to an agreement on. Supervisor McHugh added his vote was yes based on discussions tonight.

 **Resolution # 167-22 ARPA Amendment**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[ ] [x] [ ] [ ] [ ]
| *Total* | 4 | 1 | 4 | 0 | 0 |

I, Council member LeFevre offer the following resolution and move its adoption:

**WHEREAS,** the Town of Coeymans has received money from the American Rescue Plan Act; and

**WHEREAS,** the Town of Coeymans is desirous of utilizing $219,383.35 of said American Rescue Plan Act money; and

**WHEREAS,** the Chief Fiscal Officer has determined that in order to maintain proper balances within various accounts a budget amendment is necessary;

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby authorize George D. McHugh to make the following amendments to the 2022 Budget;

**THEREFORE, FURTHER BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby authorize Supervisor George D. McHugh to establish a Capital Project as follows:

**Capital Project Fund**

**Increase**
Capital Projects HN-49
HN-7110.2 Park Bathrooms $219,383.35
HN-5031 Interfund Transfer to Capital Projects Fund $219,383.35

**General Fund**

**Increase**(A)9901.0 Interfund Transfer from General Fund $219,383.35
(A)4089 Federal Aid-American Rescue Aid $219,383.35

Seconded by Council member McHugh, offered for discussion and duly put to a vote, the results of which appear above.

**Resolution # 168-22 Appoint BAR Member (Kunz)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[ ] [x] [ ] [ ] [ ]
| *Total* | 4 | 1 | 4 | 0 | 0 |

I, Council member McHugh offer the following resolution and move its adoption:

**WHEREAS,** a vacancy has been created on Board of Assessment Review; and

**WHEREAS,** David Kunz has expressed interest in serving as member of the Board of Assessment Review; and

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby appoint David Kunz to the Board of Assessment Review for a period of five years to expire on September 30, 2027.

Seconded by Council member Bruno, offered for discussion and duly put to a vote, the results of which appear above.

**Resolution # 169-22 Employee Handbook Amendment**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[ ] [x] [ ] [ ] [ ]
| *Total* | 4 | 1 | 4 | 0 | 0 |

I, Council member Bruno offer the following resolution and move its adoption:

**WHEREAS,** the Town Board of the Town of Coeymans is desirous of clarifying the smoking policy within the Town of Coeymans Employee Handbook to remain consistent with Public Health Law Section 1399-0; and

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby amend and clarify the Employee Handbook with the following changes:

1. Smoking and Vaping is strictly prohibited in all Town buildings and on Town property.

2. Smoking and Vaping shall be strictly prohibited in any and all Town vehicles and equipment.

**BE IF FURTHER RESOLVED,** that the amendments to the Town of Coeymans Employee Handbook depicted above will take effect immediately.

Seconded by Council member Tutay, offered for discussion and duly put to a vote, the results of which appear above.

**Resolution # 170-22 Appoint Equipment Operator 1**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[ ] [x] [ ] [ ] [ ]
| *Total* | 4 | 1 | 4 | 0 | 0 |

I, Council member Tutay offer the following resolution and move its adoption:

**WHEREAS,** the Highway Superintendent is desirous of filling the vacant position of Equipment Operator 1 in his department; and

**WHEREAS,** the Albany County Civil Service Department has confirmed this job title as a non-competitive position requiring the chosen candidate to meet the minimum qualifications; and

**WHEREAS,** the position was posted and applications were received, evaluated and reviewed by the Superintendent of Highways; and

**WHEREAS**, the Superintendent of Highways has confirmed the candidate meets the minimum qualifications;

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby appoint Brian Pugsley to the position of Equipment Operator 1, effective November 7, 2022, at an hourly rate commensurate with the CSEA union agreement currently in effect.

Seconded by Council member LeFevre, offered for discussion and duly put to a vote, the results of which appear above.

**Resolution # 171-22 Police Budget Amendment**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[ ] [x] [ ] [ ] [ ]
| *Total* | 4 | 1 | 4 | 0 | 0 |

I, Council member LeFevre offer the following resolution and move its adoption:

**WHEREAS,** funding is available from CSX Transportation for the purchase of Police Equipment; and

**WHEREAS,** the Town of Coeymans Police Chief is requesting authorization from the Town Board to apply for such funding;

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby authorize the Chief of Police to apply for the funding; and

**FURTHERMORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby authorize Supervisor George D. McHugh to amend the 2022 budget as follows:

**General Fund**

**Increase Appropriations**(A)3120.2 Equipment $5,000.00

**Increase Revenue**(A)2705 Gifts & Donations $5,000.00

Seconded by Council member McHugh, offered for discussion and duly put to a vote, the results of which appear above.

**Motion to Adjourn** was made by Council member McHugh and Seconded by Council member Bruno**-** APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

Meeting Adjourned at approximately 7:43pm

***Respectfully Submitted*,**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Candace McHugh, Town Clerk***