

**MINUTES BOOK\*\*TOWN OF COEYMANS**  
**February 23, 2023 – Town Board Meeting – 6:00pm**

**A Town Board Meeting was held Thursday February 23, 2023 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  
 Daniel D. Baker, Superintendent of Highways  
 Marc Tryon, Chief of Police  
 Keith Geraldson, Chief Waste water Treatment Operator  
 Jason Chmielewski, Building Inspector/ Code Enforcement Officer

Supervisor McHugh called the meeting order and led the audience in the Pledge of Allegiance. Pastor Engelhardt from the Abounding Love Christian Fellowship Church led the audience in prayer. Supervisor McHugh asked the record reflect that all board members were present with the exception of Council member Schmitt.

Pastor Engelhardt spoke on behalf of the Abounding Love Christian fellowship. This organization runs the Helping Harvest Storefront which offers groceries to residents based upon income. Kindness for Kids is another program they offer which prepares and delivers free lunches in the summer to kids in the community.

Supervisor McHugh asked to go out of order to adopt resolution 50-23 when the Public Hearing was closed.

**Resolution # 050-23 Adoption of LL2 of 2023 Firefighter and Ambulance Volunteer Tax Exemption**

	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
George D. McHugh	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brandon L. LeFevre	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Linda S. Bruno	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marisa J. Tutay	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stephen J. Schmitt	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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*Total*            4                    1                    4

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**Resolution Adopting Local Law No. 2 of 2023, a Local Law to Provide Real Property Tax Exemptions for Volunteer Firefighters and Ambulance Workers Pursuant to NYS Real Property Tax Law Section 466-A**

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

**WHEREAS**, the Town Board has introduced Local Law No. 2 of 2023, entitled a “Local Law to Provide Real Property Tax Exemptions for Volunteer Firefighters and Ambulance Workers Pursuant to NYS Real Property Tax Law Section 466-A; and

**WHEREAS**, under the proposed local law eligible fire and ambulance volunteers may apply for a 10% property tax exemption subject to certain limitations set forth in said local law; and

**WHEREAS**, the Town Board duly noticed and held a public hearing on the proposed local law on February 23, 2023; and

**WHEREAS**, the enactment of this local law is a Type II action pursuant to the New York State Environmental Quality Review Act, 6, N.Y.C.R.R. 617.5 as it involves agency administration, management and legislative decision making that does not affect the environment or commit the Town to a future decision on a project, and therefore is exempt from environmental review; and

**WHEREAS**, the Board has duly considered the proposed local law and public comment thereon;

**NOW, THEREFORE BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby pass, approve and adopt Local Law No. 2 of 2023 in its entirety, a copy of which is attached hereto, and the Town Clerk is authorized to sign all documents and perform such actions necessary to effectuate the filing of the local law with the New York State Office of the Secretary of State.

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

Discussion: Supervisor McHugh thanked the volunteer firefighters and volunteer ambulance members for their services and commitment.

**Announcements:**

Light the Night Walk: The Class of 2025 will be holding a Light the Night Walk on March 4th from 6:00 pm-8:00 pm at Sycamore Country Club. You will have a choice of a ½ mile or full mile illuminated walk to the fire pit where you can toast s’mores and enjoy hot cocoa. The cost is \$5 per person or \$20 per family.

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Spaghetti Benefit Dinner: Halfway House Tavern is hosting a Spaghetti Dinner on March 5<sup>th</sup> from 4:00 pm-7:00 pm. Dinners are \$12 each and all proceeds go to retired Highway Superintendent, Scott Searles in his continuing fight against cancer. Pre-orders are strongly encouraged, please call 518-756-9720.

Cornhole Tournament: The RCS Class of 2024 and RCS Class of 2026 together are hosting a Cornhole Tournament at the CrossFit Spur in Glenmont, on March 12<sup>th</sup> at 11:15am. This event is open to the community and there will be a few contests throughout the day, with a chance to win a turn to play with Cameron D’Ambrosio, American Cornhole League Professional and an RCS Highschool Student! The cost is \$50 per beginner team and \$60 per intermediate team. Registration must be in by March 1<sup>st</sup>, to register, please go to <https://fb.me/e/2modLz26k>

**Motion to Approve Minutes**

Minutes were approved for the following meetings:

- February 9, 2023 Town Board Meeting Minutes
- February 11, 2023 Audit Meeting Minutes
- February 15, 2023 Special Town Board Meeting Minutes

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– SO MOVED

**Supervisor Report**

Supervisor McHugh read the January 2023 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** – January 2023 Report read by Town Clerk Candace McHugh

**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 – ABSENT 1– SO MOVED

**Police Department Report** – January 2023 Report read by Chief Tryon

**Motion to Accept Report**

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Council member Tutay 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** – January 2023 Report read by Jason Chmielewski

**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 01 – SO MOVED

**PB/ZBA Report** – January 2023 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

**Sewer Department Report** –January 2023 Sewer Department Report read by Keith Geraldson

**Motion to Accept Report**

Council member McHugh made a motion to accept the report December 2022 as read, seconded by Council member LeFevre.  
APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

**Highway Department Report-** January 2023 Highway Department Report

**Motion to Accept Report**

Council member McHugh made a motion to accept the report January 2023 as read, seconded by Council member Bruno  
APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

**Liaison Reports-** Council member Bruno checked in on the court, they stated everything is good. Council member Tutay met with the building department to discuss some concerning properties. Council member LeFevre visited the waste water treatment plant and has a new appreciation for what they do.

**New Business:**

Town of Coeymans Ethics Code: Supervisor McHugh said the current ethics code dates back to 1970. He researched some nearby towns and submitted to the board a revamped version to be considered. Council members Bruno and Tutay felt it was a very thorough document.

Multi-agency Training Facility: The Town was approached the Albany County Sheriff and the FBI in regards to using our gun range. A meeting was held with all agencies and some simple improvements have been made thanks to the Highway Department making it safer for use.

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**Old Business:**

350<sup>th</sup> Celebration: Council member Tutay brought the board up to date on our upcoming activities. The beverage trail kicks off March 17th.

Park Bathroom Project: MJ engineering has sent us a revised floor plan for the park bathrooms. It is estimated that the Joralemon Park bathroom should go out to bid in March.

Town Hall Mold Remediation: The Assessor and Building Departments was relocated to 54 Mountain Road extension. A proposal was submitted by MJ Engineering in regards to the Mold remediation.

**A motion was made** by Supervisor McHugh to authorize the execution of the Proposal for Architectural and Engineering Services for mold remediation and water filtration mitigation to Town Hall as presented by MJ Engineering, seconded by Council member Tutay, and all were in favor.

**Resolutions**

**Resolution # 051-23 2022 Budget Transfers**

	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
George D. McHugh	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brandon L. LeFevre	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Linda S. Bruno	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marisa J. Tutay	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stephen J. Schmitt	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Total</i>	<u>4</u>	<u>1</u>	<u>4</u>		

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

**WHEREAS**, the Chief Fiscal Officer has determined that in order to maintain proper balances within various accounts several inter-fund transfers are necessary;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby authorize Supervisor George D. McHugh to transfer the funds as depicted below for the Budget Year 2022:

**General Fund**

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<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$ 783.91 Equipment	(A)1110.1 Justice Court-Personal Services	(A)1110.2 Justice Court-
\$ 333.69 Contractual	(A)1110.1 Justice Court-Personal Services	(A)1110.4 Justice Court-
\$10,234.30 Services	(A)1990.4 Contingency	(A)1220.1 Supervisor Personal
\$ 304.00 Contractual	(A)1410.1 Town Clerk Personal Services	(A)1410.4 Town Clerk
\$ 5,548.34	(A)1990.4 Contingency	(A)1420.4 Attorney Contractual
\$ 1,330.67 Contractual	(A)1430.1 Human Resources Personal Services	(A)1430.4 Human Resources
\$ 9,509.52 Contractual	(A)1990.4 Contingency	(A)1620.4 Town Hall
\$ 7,208.94 Communications	(A)1990.4 Contingency	(A)1650.4 Central Contractual
\$ 3,693.51 Mailing	(A)1990.4 Contingency	(A)1670.4 Central Printing &
\$ 168.00 Contractual	(A)1990.4 Contingency	(A)3010.4 Public Safety
\$22,808.11 Contractual	(A)3120.10 Law Enforcement Personal Services	(A)3120.4 Law Enforcement
\$ 36.04 Personal Service	(A)3120.10 Law Enforcement Personal Services	(A)3510.1 Dog Control
\$ 160.45 Contractual	(A)3120.10 Law Enforcement Personal Services	(A)3510.4 Dog Control
\$ 8,035.69	(A)3120.10 Law Enforcement Personal Services Superintendent	(A)5010.1 Highway Personal Services
\$ 1,045.85	(A)3120.10 Law Enforcement Personal Services Superintendent	(A)5010.4 Highway Contractual
\$ 1,612.09	(A)1990.4 Contingency	(A)5132.4 Garage Contractual
\$ 147.84	(A)1990.4 Contingency	(A)6410.4 Publicity Contractual
\$ 2,129.30	(A)1990.4 Contingency Insurance	(A)9050.8 Unemployment

**Part Town Fund (B)**

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
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\$ 867.78	(B)3620.1 Safety Inspections-Personal Services Contractual	(B)3620.4 Safety Inspections
\$ 1,292.75	(B)9030.8 Social Security	(B)9010.8 NYS Retirement
\$ 19.50	(B)1660.4 Central Store Room Contractual	(B)9045.8 Life Insurance
\$ 7,560.00	(B)5410.4 Sidewalks Contractual Insurance	(B)9050.8 Unemployment
\$ 1,423.00	(B)9070.8 Dental	(B)9060.8 Health Insurance
\$ 2,440.00	(B)5410.4 Sidewalks Contractual	(B)9060.8 Health Insurance
\$ 2,830.20	(B)3620.1 Safety Inspections Personal Services	(B)9060.8 Health Insurance
\$ 4,834.51	(B)5182.4 Street Lighting	(B)9060.8 Health Insurance

**Highway Fund (DB)**

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$ 5,469.08	(DB)5110.1 General Repair Personal Services Contractual	(DB)1640.4 Central Garage
\$ 3,421.99	(DB)5110.1 General Repair Personal Services Contractual	(DB)5130.4 Machinery

**Sewer Fund (SS)**

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$ 245.09	(SS)8120.1 Collection System-Personal Services Personal	(SS)8120.4 Collection System Services
\$32,890.88	(SS)8130.2 Sewer Equipment	(SS)8130.4 Contractual
\$21,523.03	(SS)8130.1 Personal Services	(SS)8130.4 Contractual
\$ 342.15	(SS)9030.8 Social Security	(SS)9070.8 Dental Insurance

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

**Resolution # 052-23- February Abstract**

	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
George D. McHugh	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brandon L. LeFevre	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Linda S. Bruno	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marisa J. Tutay	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Stephen J. Schmitt                                                           

*Total*            4            1            4

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I, Council member LeFevre 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 February 2023, as follows:

**PRE-PAID VOUCHERS** – 22-02153 to 22-02160 and 23-00044 to 23-00149, from the following funds:

<b>General</b>	<b>\$ 1,519,027.19</b>
<b>Part Town</b>	<b>\$ 37,086.34</b>
<b>Highway - Part Town</b>	<b>\$ 97,539.08</b>
<b>Sewer</b>	<b>\$ 29,926.25</b>
<b>Trust &amp; Agency</b>	<b>\$ 109,439.02</b>
<b>Payroll Deductions</b>	<b>\$ 3687.20</b>

**VOUCHER NUMBERS** –22-02164 to 22-02172; 23-00150 to 23-00236 from the following funds:

<b>General</b>	<b>\$ 255,430.53</b>
<b>Part Town</b>	<b>\$ 2,027.46</b>
<b>Highway -Town Wide</b>	<b>\$ 43,007.67</b>
<b>Highway – Part Town</b>	<b>\$ 29,545.19</b>
<b>Sewer</b>	<b>\$ 25,987.31</b>

**TOTAL FOR ALL FUNDS – \$2,152,703.24**

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



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**Public Comment:**

Barbara Tanner asked for clarification as to which departments are in which building. Supervisor McHugh explained the Police, Courts and Town Clerk are still located at 18 Russell ave.

Council member LeFevre wish Ms. Louise Swarhout a happy 102<sup>nd</sup> birthday.

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**Motion to Adjourn to Executive Session** - was made by Supervisor McHugh and seconded by Council member LeFevre, all were in favor.

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

**Executive Session:** at approximately 8:00 p.m. Supervisor McHugh made a motion to Authorize the Town Attorney to enter a settlement agreement in the MJM NY, LLC Article 7 litigation. The motion was seconded by Council member Bruno, all were in favor.

A motion was made by Council member Bruno to adjourn executive session which was seconded by Council member McHugh, all were in favor. The meeting adjourned at approximately 8:20pm

*Respectfully Submitted,*

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*Candace McHugh, Town Clerk*