

**DRAFT**

**TOWN BOARD  
OF THE  
TOWN OF COEYMANS**

**August 24, 2023**

**Town Board Meeting 6:00 p.m.**

**(PLEASE SILENCE CELL PHONES WHILE MEETING IS IN PROGRESS)**

- 1. Call to Order – Pledge of Allegiance**
- 2. Blessing**
- 3. Members Present and Overview of Agenda Topics**
- 4. Public Announcements**
  - 4.1. Village of Ravena 39<sup>th</sup> Annual Friendship Festival
  - 4.2. Evening on the Green – August 30<sup>th</sup>, 6-8 pm @ Coeymans Landing
  - 4.3. RCS Varsity Football – September 2<sup>nd</sup>
  - 4.4. 350<sup>th</sup> Anniversary Celebration Golf Outing/Family Fest – September 30<sup>th</sup> @ Sycamore Country club
- 5. Presentations**
  - 5.1. Carver Companies – 350<sup>th</sup> Celebration Sponsor
  - 5.2. Offshore Wind Update – Port of Coeymans
- 6. Approval of Minutes**
  - 6.1. July 27, 2023 Town Board Meeting
- 7. Supervisor Report**
  - 7.1. Supervisor Report for July 2023
- 8. Department Reports**
  - 8.1. Town Clerk Report for July 2023
  - 8.2. Police Department Report for July 2023
  - 8.3. Building Department Report for July 2023
  - 8.4. Sewer Department Report for July 2023
  - 8.5. Highway Department Report for July 2023
  - 8.6. Liaison Reports
- 9. New Business**
  - 9.1. PB/ZBA Vacancy/Appointment
  - 9.2. Operator Trainee WWTP/Appointment
  - 9.3. 16 Hillcrest Drive Property – Informal Public Hearing
  - 9.4. Article 7 Litigation – City of Albany Water Board

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**10. Old Business**

- 10.1. Summer Youth Programs
- 10.2. Joralemon Park Bathroom Construction Project Update
- 10.3. Coeymans Landing Park Bathroom Construction Project Bid Opening

**11. Resolutions**

- 11.1. Appoint Equipment Operator 1
- 11.2. Accept Resignation of Planning Board/Zoning Board of Appeals Member
- 11.3. Authorize Utilization of PropertyRoom.com
- 11.4. Approval of August 2023 Abstract
- 11.5. Accept Resignation of Confidential Secretary
- 11.6. Award Contract for Coeymans Landing Park Bathroom Construction Project
- 11.7. Adopt Local Law – Weight Restriction on Jarvis Road North and Jarvis Road South
- 11.8. Appoint Attorney for Article 7 Litigation – City of Albany Water Board

**12. Upcoming Meetings**

- 12.1. September 11, 2023 PB/ZBA Meeting
- 12.2. September 14, 2023 Informal Public Hearing – 16 Hillcrest Drive
- 12.3. September 14, 2023 Town Board Meeting
- 12.4. September 27, 2023 PB/ZBA Meeting
- 12.5. September 28, 2023 Town Board Meeting

**13. Public Comment**

**14. Adjourn**

**DRAFT**

At a Meeting of the Town Board of the Town of Coeymans, at Town Hall, 18 Russell Avenue, Ravena, New York, on August 24, 2023 there were:

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

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I, Council member \_\_\_\_\_ 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 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 Dean Shultis to the position of Equipment Operator 1, effective August 21, 2023, at an hourly rate commensurate with the CSEA union agreement currently in effect.

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

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Stephen J. Schmitt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Total</i>					

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

**WHEREAS**, on August 4<sup>th</sup>, 2023 an email notice of resignation was received by the Town of Coeymans from Planning Board/Zoning Board of Appeals member Melissa Stanton with an effective date of August 4<sup>th</sup>, 2023; and

**WHEREAS**, this email by received by Town Supervisor George McHugh and members of the Town Board;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby accept the resignation of Planning Board/Zoning Board of Appeals member Melissa Stanton effective August 4<sup>th</sup>, 2023, and the Town of Coeymans sincerely thanks Melissa Stanton for her dedication to the town.

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

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

**WHEREAS**, the Town of Coeymans Police Department has, as part of its official actions and responsibilities, accumulates a large amount of unclaimed, unwanted, surrendered, and abandoned property; and

**WHEREAS**, there is a need to efficiently dispose of said property through a third party which will provide monetary value back to the Town of Coeymans after auctioning of this property; and

**WHEREAS**, a third-party vendor PropertyRoom.com, which has been used successfully by many other local law enforcement agencies in the area;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby authorize the utilization of PropertyRoom.com, a private company versed in the disposition of unwanted or unclaimed properties from law enforcement agencies, and providing the monetary value back to the local agency after disposition.

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



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<i>Total</i>					

I, Council member \_\_\_\_\_ 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 August 2023, as follows:

**PRE-PAID VOUCHERS** –23-01181 to 23-01267 from the following funds:

<b>General</b>	<b>\$ 155,774.14</b>
<b>Part Town</b>	<b>\$ 33,162.75</b>
<b>Highway – Town Wide</b>	<b>\$ 19,011.21</b>
<b>Highway – Part Town</b>	<b>\$ 39,853.35</b>
<b>Sewer</b>	<b>\$ 18,342.35</b>
<b>Trust &amp; Agency</b>	<b>\$ 41,205.94</b>
<b>Payroll Deductions</b>	<b>\$ 0</b>

**VOUCHER NUMBERS** –23-01268 to 23-01352 from the following funds:

<b>General</b>	<b>\$ 74,976.63</b>
<b>Part Town</b>	<b>\$ 48.24</b>
<b>Highway -Town Wide</b>	<b>\$ 8,255.32</b>
<b>Highway – Part Town</b>	<b>\$ 10,065.03</b>
<b>Sewer</b>	<b>\$ 9,485.50</b>
<b>Trust &amp; Agency</b>	<b>\$ 2,310.00</b>
<b>H - Fund</b>	<b>\$ 28,505.00</b>

**TOTAL FOR ALL FUNDS – \$ 440,995.46**

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

Resolution # 112-23

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<i>Total</i>					

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

**WHEREAS**, a written letter of resignation was submitted by the Confidential Secretary to the Supervisor Carlie Travis on August 21, 2023 with an immediate effective date.

**NOW THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby accept the resignation of the Confidential Secretary to the Supervisor Carlie Travis effective August 21, 2023.

**BE IT FURTHER RESOLVED**, the Town Board of the Town of Coeymans Thanks Mrs. Carlie Travis for her dedication to the position of Confidential Secretary to the Supervisor and wishes her the best moving forward.

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

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**Resolution Adopting Local Law to Amend Chapter 156 to Establish Weight Limits on Certain Town Roads**

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

**WHEREAS** the Town Board of the Town of Coeymans has introduced a proposed Local Law to amend Chapter 156 of the Town Code of the Town of Coeymans to add a new Article VI entitled “Weight Restrictions” and a new Article VII entitled “Miscellaneous” for the purpose of establishing weight limits on certain town roads; and

**WHEREAS** the Town Board duly noticed and held a public hearing on the proposed local law on July 27, 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

**NOW THEREFORE BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby enact the proposed Local Law attached hereto and made a part hereof which shall be numbered Local Law No. 10 of the year 2023.

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



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

**WHEREAS**, the Town of Coeymans is desirous of retaining an attorney for New York Real Property Tax Law Article 7 tax certiorari petitions filed by the Albany County Water Board with the Town for the 2023 assessment roll consisting of four (4) parcels located in the Town known as the Alcove Reservoir and Watershed; and

**WHEREAS**, the Albany Law Firm of Goldman Attorneys PLLC has been recommended by the town's attorneys; and

**WHEREAS**, the law firm of Goldman Attorneys PLLC has provided the town board with information relative to its experience and expertise in representing municipalities, especially in this matter;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby appoint the law firm of Goldman Attorneys PLLC to serve as legal counsel to the Town in this matter; and

**BE IT FURTHER RESOLVED**, that Goldman Attorneys PLLC be compensated at the rate of \$325 (Paul J. Goldman)/\$290 (Goldman's associates) per hour (in addition to out-of-pocket expenses) for any special projects which require extensive legal research, communications, or written opinions; and

**BE IT FURTHER RESOLVED**, that the Town Supervisor is hereby authorized to execute a professional services agreement with the law firm of Goldman Attorneys PLLC, consistent with the terms of this resolution, and prior approval by the attorney for the town.

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