**A Town Board Meeting was held Thursday September 14, 2023 at 6:00pm at Town Hall, 18 Russell Avenue, Ravena, New York**

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

 Brandon L. LeFevre, Council Member

Stephen J. Schmitt, Council Member

 Marisa Tutay, Council Member

 Linda S. Bruno, Council Member

**Absent:**

**ALSO PRESENT:** Candace McHugh, Town Clerk
 Dan Baker, Superintendent of Highways

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

**Announcements:**

Evening on the Green: The upcoming Evening on the Green performance will be held on September 20th with live music from In the Dust Band playing from 5-7pm.

M&R Snacks and Smokin Pig Deli will be cooking up some delicious food!

RC MS PTSO: Ravena Coeymans Middle School PTSO will be hosting a craft and vendor fair on September 24th from 10am.-3pm. Raffles start at 2pm. Come out and support our local crafters.

Family Fest: Sycamore Country Club is hosting Family Fest on September 30th from 1-5pm. Bring the family for a day of pumpkin decorating, face painting, and games. Dine-in or take-out dinner is available, preorders are preferred!

Brews, Bites, & Bands: The Village of Ravena and Rail to River Brewing is hosting Brews, Bites, & Bands festival at Mosher Park on October 7th. The event will be held from 2-8pm. Must be 21 years or older to enter the beer garden area. Enjoy a relaxing day of food, drinks, and great music.

**Motion to Approve Minutes**

Minutes were approved for the following Town Board meetings:

-August 24, 2023 Town Board Meeting

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

**New Business**:

N/A

**Old Business:**

N/A

**Resolutions**

**Resolution #117-23 Appoint Confidential Secretary**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *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] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS**, a vacancy exists within the Supervisor’s Office for the position of Confidential Secretary: and

**WHEREAS**, all qualified candidates have been interviewed by the Supervisor and his staff;

**NOW, THEREFORE BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby authorize the Town Supervisor to fill the vacancy of Confidential Secretary to the Supervisor, which currently exists in the Supervisor’s Office; and

**BE IT FURTHER RESOLVED,** that the Town Supervisor does hereby appoint Courtney Thompson as Confidential Secretary to the Supervisor, at an hourly rate of $22.18 per hour, effective September 5, 2023.

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

**Resolution # 118-23 Appoint Equipment Operator 2**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *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 Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the Highway Superintendent is desirous of filling the vacant position of Equipment Operator 2 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 Michael Pirrone to the position of Equipment Operator 2, effective September 11, 2023, at an hourly rate commensurate with the CSEA union agreement currently in effect.

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

**Resolution # 119-23 Appoint Operator Trainee**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *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 Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the Town of Coeymans is desirous of hiring a full-time Sewer Operator Trainee in the Waste Water Treatment Plant; and

**WHEREAS**, all interested candidates have been vetted by Supervisor George D. McHugh and Sewer Plant Operator Keith Geraldsen to find the best fit for the Town of Coeymans; and

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby authorize the hiring of Jeremy Putorti as a provisional Sewer Plant Operator Trainee effective October 9, 2023, at a rate of $22.59 per hour.

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

**Resolution # 120-23 Appoint Part Time Police Officer**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *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] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

***WHEREAS:*** The Town of Coeymans Police Department has an existing vacancy for a part-time Officer

***WHEREAS:*** A suitable candidate who possesses more than 14 years of police experience has been identified and a successful background investigation has been completed with positive results and recommendations made to the Chief of Police.

***NOW, THEREFORE, BE IT RESOLVED***, that the Town Board of Coeymans does hereby appoint MICHAEL VEEDER to the position of Part-Time Police Officer for the Town of Coeymans Police Department at a starting hourly rate of $32.80 per hour effective September 18th, 2023.

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

**Resolution # 121-23 Authorize Amendment to 2023 Budget**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *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] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS**, the Town Coeymans Police Department was awarded a grant in the amount of $10,000.00 from the New York State Department of Criminal Justice Services; and

**WHEREAS,** Resolution #072-23 was passed at a regular Town Board Meeting on April 27, 2023, authorizing the Police Department to utilize these funds to enter into a 5-year program for body-worn cameras; and

**WHEREAS,** the Chief Fiscal Officer has determined that in order to maintain proper accounting of the Grant money the following amendments must be made in the 2023 Budget;

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby authorize Supervisor George D. McHugh to make the following amendments to the 2023 Budget:

**GENERAL FUND (A)**

**INCREASE APPROPRIATIONS**

(A)3120.2 Equipment $10,000.00

**INCREASE REVENUE (A)**

(A)4389 Law Enforcement (Vests/Cameras) $10,000.00

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

**Resolution # 122-23 Authorize Amendment to Budget**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *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] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS**, the Town of Coeymans Highway Department was given an aid payment in the amount of $6,493.84 from Albany County Soil and Water; and (Recorded in 2022)

**WHEREAS,** the Chief Fiscal Officer has determined that in order to maintain proper accounting of the aid payment the following amendments must be made in the 2023 Budget;

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby authorize Supervisor George D. McHugh to make the following amendments to the 2023 Budget:

**GENERAL FUND (DB)**

**INCREASE APPROPRIATIONS**

(DB)5110.4 General Repairs Contractual $6,493.84

**INCREASE REVENUE (DB)**

(DB)3501 Appropriated Fund $6,493.84

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

**Resolution 123-23 Authorize Advertisement of Bid**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *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] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**RESOLUTION AUTHORIZING BID ADVERTISEMENT FOR NEW F350 DUMP TRUCK**

**WHEREAS,** the Town Board seeks to advertise and solicit bids pursuant to General Municipal Law § 103 for the purchase of a new F 350 4x4 dump with 8’6” stainless V plow by Fisher and Fisher polycaster 1.8 cubic yard sander.

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby authorize and direct the Town Clerk with the assistance of the Highway Superintendent to advertise and solicit requests for sealed bids for “F 350 4x4 dump with 8’6” stainless V plow by Fisher and Fisher polycaster 1.8 cubic yard sander.” pursuant to the attached bid documents and specifications, with a bid opening on October 5th, 2023 at 2:00 PM. at which time any responsive bids shall be publicly opened and read aloud. The Town reserves the right to waive any informalities in the bid and to reject, in whole or in part, any or all bids.

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

Discussion: Highway Superintendent Dan Baker stated we currently have a 2015 dump with over 100 thousand miles on it. He is asking to replace it with the same exact type of setup. Mr. Baker said in the future he will need to replace two large trucks which are 2007. He is currently talking to the dealership since the trucks take about two years to come in.

**Public Comments:**

Lois Rothaupt lives in Civill Senior Housing. She stated she has been in contact with the attorney general in regards to the conditions at 8 Civill Avenue. She and the other tenants do not want to have to move but need the repairs done.

Sara Pruiksma lives within the Hamlet. She spoke about the trials and hardships of those who served during 911. Her comments became a political statement which were shut down by Supervisor McHugh.

**Motion to Adjourn** was made by Council member McHugh and Seconded by Council member Bruno**-** APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT 0 – SO MOVED 7:23 pm

***Respectfully Submitted*,**

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

***Candace McHugh, Town Clerk***