

MINUTES BOOKTOWN OF COEYMANS
January 11, 2024 – Town Board Meeting – 6:00pm**

A Town Board Meeting was held Thursday, January 11, 2024 at 6:00pm at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Stephen Donnelly, Supervisor
Linda S. Bruno, Council Member
Stephen J. Schmitt, Council Member
Ronald Hotaling, Council Member
Michael J. Stott, Council Member

Absent:

ALSO PRESENT: Candace McHugh, Town Clerk
Richard C. Reilly, Town Attorney

Supervisor Donnelly called the meeting to order and led the audience in the Pledge of Allegiance. Supervisor Donnelly asked that the record reflect that all members were present.

Announcements: RCS will host a staff basketball game Vs. the Albany County Sheriff's on January 27, 2024 at 5pm. All proceeds will go towards the Senior Prom and trip.

Approval of Minutes: The following minutes were approved:

- December 28, 2023 – Town Board Meeting
- December 28, 2023 – Public Hearing Minutes
- January 1, 2024 – Organizational Meeting

Council member Stott made a motion to accept the minutes for December 28, 2023 Town Board Meeting and Council member Hotaling seconded the motion.

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

Council member Hotaling made a motion to accept the minutes for December 28, 2023 Public Hearing and Council member Donnelly seconded the motion.

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

Council member Schmitt made a motion to accept the minutes for January 11, 2024 Town Board Meeting and Council member Bruno seconded the motion.

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

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Old Business:

A Motion was made by Council member Hotaling to amend resolution 003-24 to reflect the Memorial Day Holiday will be observed on May 27th, 2024 and Council member Hotaling seconded the motion.

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

A motion was made by Council member Stott made to amend Resolution 027-24 to reflect that Brian Dunican is no longer a representative on the Emergency management Committee as the Rescue Squad Delegate and will be replaced by Travis Whitbeck and Council member Hotaling seconded the motion.

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

A motion was made by Council member Bruno to amend Resolution 010-24 to reflect that the News Herald will be the official paper for the Town of Coeymans to be used for all postings and publications and Council member Stott seconded the motion.

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

Supervisor Donnelly requested to table item 5.2 on the agenda pertaining to amending Resolution #161-23. He stated his reasoning to be there were no funds appropriated for this. Council Member Hotaling stated for the record that he would like the proceed with the motion. Council member Schmitt stated a motion was made to extend the contract for the social worker during the organizational meeting on January 1, 2024 which was approved unanimously and he doesn't see a reason to table this at this time. Supervisor Donnelly stated the language "amend the resolution" was confusing to the board, Council member Bruno stated it is not confusing to the whole board. She explained the resolution was worked on during the day by the chief and Town Attorney Richard Reilly. Mr. Reilly explained the process at this point and the boards options.

A motion was made by Council member Schmitt to proceed with the appointing of the social worker as depicted in resolution #161-23 which was seconded by Council member Bruno.

APPROVED – VOTE – AYES 4 – NAYS 1 (Donnelly) – ABSENT 0 – ABSTAIN - SO MOVED

New Business: None at this time

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Resolution #038-24 Appoint Department Liaisons

	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
Stephen Donnelly	<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"/>
Stephen J. Schmitt	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ronald J. Hotaling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael J. Stott	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Total</i>					

I, Council member Stott offer the following Resolution and move its adoption:

WHEREAS, the Town Supervisor is desirous of appointing departmental liaisons in order to provide further support to each department; and to provide Council members with the opportunity to interact more closely with the various Town departments, learn about each department, and assist in the long-term planning of the departments to achieve their respective goals; and

WHEREAS, the Town Supervisor, in consultation with the Deputy Town Supervisor and Council members, has developed a list of liaison assignments satisfactory to the Town Board;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby acknowledge and accept the following liaison appointments for calendar year 2024:

Liaison Appointments

- Sewer – Supervisor Stephen Donnelly
- Fire – Supervisor Stephen Donnelly
- Rescue– Supervisor Stephen Donnelly
- Police – Council Member Ronald J Hotaling
- Justice Court – Council Member Linda S. Bruno
- Assessor – Council Member Linda S. Bruno
- Building – Council Member Ronald J. Hotaling
- Planning/Zoning – Council Member Michael J. Stott

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Highway – Council Member Stephen J. Schmitt

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

Resolution # 039-24 Appoint Ethics Committee Member

	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
Stephen Donnelly	<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"/>
Stephen J. Schmitt	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ronald J. Hotaling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael J. Stott	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Total</i>					

I, Council member Hotaling offer the following Resolution and move its adoption:

WHEREAS, the Town Board wishes to continue the work of the Ethics Committee and is desirous to appoint a third member;

NOW, THEREFORE, BE IT RESOLVED, the Town Board appoints Heather Collins to the Ethics Committee with a term to expire December 31, 2024.

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

Discussion: Council Member Schmitt stated he is grateful Ms. Collins will continue on the Ethics Board.

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Resolution # 040-24 Authorize Spending Freeze – TABLED for further research.

	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
Stephen Donnelly	<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"/>
Stephen J. Schmitt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ronald J. Hotaling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael J. Stott	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Total</i>					

I, Council member _____ offer the following Resolution and move its adoption:

WHEREAS, The Town of Coeymans is desirous of increasing its available cash funds.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby execute a spending freeze, effective immediately, on all Town of Coeymans municipal departments and offices for three months. The spending freeze shall apply to all discretionary and/or new spending and should not impair payment of existing obligations.

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

Resolution # 041-24 Authorize Signor of HUD Accounts for National Bank of Scotia

	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
Stephen Donnelly	<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"/>
Stephen J. Schmitt	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ronald J. Hotaling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael J. Stott	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Total</i>					

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

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WHEREAS, the Town of Coeymans holds an account with the First National Bank of Scotia for the administration of the federally funded HUD Sponsored Housing Choice Voucher Program;

WHEREAS, the current authorized signers for said account are Phillip Crandall, Thomas Dolan, and Steven Fitch;

WHEREAS, there is a need to update the authorized signers to reflect the recent change in leadership with Stephen Donnelly being elected as the new Supervisor of the Town of Coeymans;

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Coeymans that the authorized signers for the First National Bank of Scotia account related to the HUD Sponsored Housing Choice Voucher Program be changed from Phillip Crandall, Thomas Dolan, and Steven Fitch to Stephen Donnelly, the newly elected Supervisor; and that Stephen Donnelly be authorized to sign any necessary paperwork to implement this change.

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

Motion made by Council member Stott to correct the names of the signors in resolution #041-24 to reflect that George D. McHugh is the current signor and was seconded by council member Hotaling.

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

Discussion: Council member Schmitt asked for clarification on this account. It was explained s a necessary step when a change of leadership occurs.

Resolution #042-24 CodeRED Authorized User

	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
Stephen Donnelly	<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"/>
Stephen J. Schmitt	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ronald J. Hotaling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael J. Stott	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Total</i>					

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

WHEREAS, The Town of Coeymans desires to enter an agreement with the Village of Ravena to use Onsolve for the use of a CodeRED system; and

WHEREAS, the Mayor of Ravena, Honorable William Misuraca wishes to act as Administrator of the CodeRED services which provide various ways to contact the community in the case of emergencies and special notices; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board does hereby authorize Mayor Misuraca to act as Administrator of the CodeRED system for the Village of Ravena.

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

Discussion: Council member Bruno asked if the Village was contributing to the cost of this. Council member Schmitt broke down the contract as signed and asked if the Village would be contributing to the cost as well. Supervisor Donnelly said that was not discussed. Supervisor Donnelly brought the idea to the Village as an act of good faith. Council member Bruno stated you cannot offer services that have an expense like that without proper discussion. Council member Stott suggested to table it. Council member Schmitt said he is not opposed to the idea and feels there should be a discussion about this decision. Council member Hotaling clarified that the program already encompasses the Village and no additional cost will not be incurred to add an additional administrator. Council member Hotaling suggested finishing out this contract and revisiting the cost when it is time to renew. Council member Stott agrees with Council members Hotaling' s suggestion as did everyone else.

Public Comment: Barbara Tanner asked for clarification on the grant writer. Supervisor Donnelly said she is still the Grant writer but her compensation hasn't been decided upon. She asked why Supervisor Donnelly voted no on the social worker. He said he was not opposed to it but wanted to research where the funds were coming from. Ms. Tanner asked for clarification if an additional user on CodeRED would increase the cost, it was clarified there is no additional cost to add an administrator. Mrs. Tanner reminded the board it is necessary to speak up for the audience.

Zachary Assael resides on Fox street. He asked the board for a moratorium on building in the industrial area near the Port of Coeymans.

Debbie Oatman asked what the legalities were to remove the appeal associated with Long Energy. She feels as it is a frivolous matter. Supervisor Donnelly asked Town Attorney Reilly if he cared to comment. Mr. Reilly stated they are still learning all the details regarding the appeal. He also stated his firm is not the attorney of record for this case.

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Motion to Adjourn was made by Council member Donnelly and Seconded by Council member Schmitt- APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT – SO MOVED 6:39 p.m.

Respectfully Submitted,



Candace McHugh, Town Clerk