

**TOWN BOARD
OF THE
TOWN OF COEYMANS
February 22, 2024
Town Board Meeting 6:00 p.m.
*(PLEASE SILENCE CELL PHONES WHILE MEETING IS IN PROGRESS)***

1. Call to Order – Pledge of Allegiance

2. Members Present and Overview of Agenda Topics

3. Announcements

- 3.1. 2024 Evening on the Green – May 29, 2024-September 25, 2024 @ 6PM
- 3.2. Pie (Pi) Day Fundraiser – March 14, 2024 @ 3PM

4. Approval of Minutes

- 4.1. Approve February 8th, 2024 Town Board Meeting Minutes

5. Supervisor Report

- 5.1. Supervisor Report for January 2024

6. Department Reports

- 6.1. Town Clerk Report for January 2024
- 6.2. Police Department Report for January 2024
- 6.3. Building Department Report for January 2024
- 6.4. Sewer Department Report for January 2024
- 6.5. Highway Department Report for January 2024
- 6.6. Liaison Reports

7. New Business

8. Old Business

9. Resolutions

- 9.1. Authorize Budget Transfer
- 9.2. Approve February 2024 Abstract
- 9.3. Authorize Internal Annual Audit Review Date and Public Posting
- 9.4. Authorize Deputy Town Clerk to Attend NYSTCA Training

10. Upcoming Meetings

- 10.1. February 28, 2024 – PB/ZBA Meeting @ 7PM
- 10.2. March 11, 2024 – PB/ZBA Meeting @ 7PM
- 10.3. March 14, 2024 – Town Board Meeting @ 6PM
- 10.4. March 27, 2024 – PB/ZBA Meeting @ 7PM
- 10.5. March 28, 2024 – Town Board Meeting @ 6PM

11. Public Comment

12. Adjourn

At a Meeting of the Town Board of
the Town of Coeymans, at Town Hall,
18 Russell Avenue, Ravena, New York,
on February 22nd, 2024 there were:

	<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 Chief Fiscal officer has determined that in order to maintain a proper balance within an account an inter-fund transfer is necessary;

WHEREAS, \$15,000.00 is allocated to the Budget Officer’s position in the Supervisor’s Budget ; and \$3,500.00 is allocated to the Deputy Supervisor’s annual salary;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor Stephen Donnelly to transfer the funds as depicted below for the Budget Year 2024:

General Fund (A)

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$18,500.00	(A) 1990.4 Contingency	(A) 1220.1 Personal Services

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

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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:

BE IT RESOLVED, that the Town Board has approved the payment of bills as presented in the Abstract for February 2024, as follows:

PRE-PAID VOUCHERS –23-01991 to 23-01995; 23-02010 to 23-02015 and 24-00088 to 24-00163 from the following funds:

General	\$ 1,642,905.83
Part Town	\$ 29,661.44
Highway – Part Town	\$ 77,763.47
Sewer	\$ 50,873.85
H Fund	\$
Trust & Agency	\$ 47,773.53

VOUCHER NUMBERS –23-02016 to 23-02018 and 24-00164 to 24-00237 from the following funds:

General	\$ 54,977.31
Part Town	\$ 1,124.61
Highway	\$ 24,545.23
Highway-Part Town	\$ 6,590.57
Sewer	\$ 43,188.22
H-Fund	\$ 88,991.25

TOTAL FOR ALL FUNDS – \$ 2,068,395.31

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

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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 Board must complete or have completed an audit, in accordance with section 123 of Town Law, of all Town Officials that handle cash, and

WHEREAS, the Town Board has adopted an audit procedure, based on the Local Management Guide, Fiscal Oversight Responsibilities, published by the State of New York Office of the State Comptroller, on January 23, 2020, to be applied to the records of each Town Official that handles cash,

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Coeymans does hereby authorize the Town Clerk to publish appropriate Notice that, to audit the records of Town Officials that handle cash, the Town Board of the Town of Coeymans shall conduct a special meeting on February 29, 2024 at 5:30pm at Town Hall, 18 Russell Avenue, Ravena, New York 12143.

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:

WHEREAS, the New York State Town Clerk’s Association will hold a regional training on March 11, 2024 in Saratoga Springs, N.Y.

WHEREAS, the Town Clerk is desirous of sending Deputy Clerk Sherle Slingerland to attend regional training and receive the training opportunities this session offers; and

WHEREAS, the conference registration fee of \$40.00 must be paid no later than February 23, 2024;

NOW, THEREFORE, BE IT RESOLVED, that the Deputy Town Clerk is hereby authorized to attend the New York State Town Clerk’s Association Regional Training in Saratoga Springs, New York on March 11, 2023 and to submit a voucher for the registration fee and any other related expenses.

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