

**MINUTES BOOK\*\*TOWN OF COEYMANS  
February 22, 2024 – Town Board Meeting – 6:00pm**

**A Town Board Meeting was held Thursday February 22, 2023 at 6:00pm at Town Hall, 18 Russell Avenue, Ravena, New York**

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

**Absent:** Stephen J. Schmitt, Council Member

**ALSO PRESENT:** Sherle Slingerland, Deputy Town Clerk  
Daniel D. Baker, Superintendent of Highways  
Jason Chmielewski, Building Inspector/ Code Enforcement Officer  
Marc Tryon, Chief of Police

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Supervisor Donnelly called the meeting to order and asked Mr. Bill Tryon to lead the audience in the Pledge of Allegiance. Supervisor Donnelly asked that the record reflect that all members were present with the exception of Council member Schmitt.

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**Announcements:**

Evening on the Green 2024 Concert Series: Planning for this Summer's Evening on the Green 2024 concert series is underway. Dates have been set for Wednesday, May 29<sup>th</sup> – Wednesday, September 25<sup>th</sup> from 6:00pm-8:00pm. Performances will be every Wednesday evening from May – September with a rain day on Thursday. We still have two band performance spots available. If anyone is interested or knows of anyone interested in performing, please reach out to the Supervisor's office at 518-756-6006 to reserve a spot.

Pie (Pi) Day Fundraises: Support the Congregational Christian Church located at 175 Main Street, Ravena, NY, by purchasing a pie for (Pi) Day. Pies come in a variety of flavors and prices, ranging from \$7.00 - \$15.00. Please call Sue Williams at 518-441-5239 for a list of pie flavors and to pre-order by March 7<sup>th</sup>. Pies can be picked up at the church on Thursday, March 14<sup>th</sup> from 3-6pm. All proceeds support the church.

**Approval of Minutes:** The following minutes were approved:

- February 8, 2024 – Town Board Meeting

Council member Stott made a motion to accept the minutes for February 8, 2024 Town Board Meeting and Council member Hotaling seconded the motion.

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

Discussion: Supervisor Donnelly made a point of stating Council members Schmitt's breakdown of the Supervisor's budget line (A1220.1) on February 8, 2024 was incorrect. Supervisor Donnelly stated the line consists of 2 floaters budgeted for \$24,824.80, the Confidential Secretary to the Supervisor's salary of \$42,188 and the Supervisor Salary of 45,000. This leaves no room for the

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stipend allotted for the Deputy Supervisor or Budget Officer of the town which is why an inter-fund transfer is necessary.

**Supervisor Report**

Supervisor Donnelly read the January 2024 Supervisor's Report.

**Motion to Accept Report**

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

**Department Reports**

**Town Clerk Report** – January 2024 Report read by Deputy Town Clerk Sherle Slingerland

**Motion to Accept Report**

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

**Highway Department Report-** January 2024 Highway Department Report was read by Dan Baker

**Motion to Accept Report**

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

Discussion: The Joralemon bathrooms are scheduled to be finished April 15, 2024. Coeymans Landing bathroom plumbing is complete and once the weather shifts, they will pour the floor. Porta Johns will be ordered for Coeymans Landing for the time being.

**Police Department Report** – January 2024 Report read by Chief Marc Tryon

**Motion to Accept Report**

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

Discussion: Union contract negotiations have begun between the union and Town liaison Hotaling. Council member Hotaling is satisfied with the direction talks are going in.

**Building Department** – January 2024 Report read by Jason Chmielewski

**Motion to Accept Report**

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

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**Sewer Department Report** – January 2024 Sewer Department Report was read by Keith Geraldson

**Motion to Accept Report**

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

**Liaison Reports –**

Highway: Council member Stott on behalf of Council member Schmitt, asked Dan Baker to speak on the need for new plow trucks. Mr. Baker stated funds have been set aside for a new 450 and is in the works. He would like to replace our “hill truck”. The truck is a 2007 and is getting harder to maintain. He discussed the bond options and how it is up to the board how to handle this. There are 2 debt services coming off soon and Mr. Baker said this should soften the blow to the budget. The truck would take over a year to build so decisions need to be made sooner rather than later. His intentions are to keep the older trucks as back up but will get an auction estimate as well for the board to see.

Council member Bruno stated she has been in contact with the court and everything is fine.

Mr. Geraldson offered to give a tour to any of the board members of the Sewer plant.

New Business: N/A

Old Business: N/A

**Resolution # 046-24 Authorize Budget Amendment**

	<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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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>	<u>4</u>	<u>1</u>	<u>4</u>		

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

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**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 Supervisor’s annual salary; and

**WHEREAS**, \$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 Donnelly, offered for discussion and duly put to a vote, the results of which appear above.

**Resolution # 047-24 Approval February 2024 Abstract**

	<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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ronald J. Hotaling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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>	<u>4</u>	<u>1</u>	<u>4</u>		

I, Council member Hotaling 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:

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

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

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

**TOTAL FOR ALL FUNDS – \$ 2,068,395.31**

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

**Resolution # 048-24 Authorize Clerk to Post for Special Audit Meeting**

	<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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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>	<u>4</u>	<u>1</u>	<u>4</u>		

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

**Resolution # 049-24 Authorize Deputy Clerk to Attend Training**

	<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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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>	<u>4</u>	<u>1</u>	<u>4</u>		

I, Council member Bruno 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;

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**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 Donnelly, offered for discussion and duly put to a vote, the results of which appear above.

**Public Comment:**

William Stewart: Mr. Stewart asked if the board had come to a decision on the official paper for the town. He showed a copy of the New Herald and feels this is the best way to communicate with the local community. Supervisor Donnelly stated no decisions has been made at this time.

Bill Tryon: Mr. Tryon also brought a copy of the News Herald as this is the way he found out about the possibility of a Conservation Advisory Council. He feels that there is such a thing as too much government which he mentioned at the last meeting as well. Mr. Tryon stated our town is the best kept secret in our county.

Barbara Tanner: Mrs. Tanner asked for Supervisor Donnelly to explain why he feels we need a conservation advisory committee. He feels they would be able to give environmental data to the boards more specifically about our area than a state agency. She agrees with Mr. Tryon and feels we don't need more government. Supervisor Donnelly said their roll would not be to govern but to gather data. Mrs. Tanner disagrees.

Ken Burns: Mr. Burns was a council member during the existence of the last Conservation Advisory Council. He felt the committee didn't bring a positive experience to the board but created a lot of pressure. Mr. Burns believes companies such as Carver Companies have made a lot of positive changes for the community. Mr. Burns feels the previous advisory committee held some information back during a time it was needed to be heard in order to make decisions.

George Langdon: Mr. Langdon served on the board at the same time Mr. Burns did and he feels the same way. He feels the previous committee did not cooperate with progress. Mr. Langdon stated we have a responsibility to take care of our land and have the right to. He believes people can beautify the earth more so than mother nature at times. He cautioned the board about creating such a committee.

Earl Wallace is the Pastor at Liberty Christian fellowship Church: Mr. Wallace feels the premise for this is flawed. He worked for the State Department of Labor Veterans Programs Administrators. He watched the garment industry collapse due to the chemicals in the factory being hazardous. These chemicals came from the ground. He feels non-government organizations have a tendency to hurt the community and only look out for themselves.

Joe Vitollo: Mr. Vitollo brought up "Agenda 21" which would allow agencies to enter private property and catalog resources. He feels as though people need to understand the times in which

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we live. Mr. Vitollo said the founding fathers did not believe in taxing land and considered us stewards of the land. He doesn't feel anyone has the right to enter his property to track a resource that could be beneficial to the community if he is the one paying the taxes on that land.

Barbara Heinzen: Mrs. Heinzen was a nonvoting member of the previous council. She stated the intention of the committee was to get an understanding of the natural resources in the town. A natural resource inventory was created with the help of the Hudson River Estuaries program. She feels as though their mission was not to be anti-business but to find where was the best place to have business and do the least damage to our resources would be. She feels the council will work with the local businesses to promote their growth and protect our current resources.

Supervisor Donnelly stated he was very happy to see so many community members contribute and give the board so much to consider.

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**Motion to Adjourn** was made by Council member Bruno and Seconded by Council member Stott-  
APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED 7:18p.m.

*Respectfully Submitted,*

  
*Candace McHugh, Town Clerk*