

A Town Board Meeting was held Monday, March 10, 2008 at 7:00pm at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling, Jr., Supervisor
Dawn Rogers, Councilwoman
Thomas A. Boehm, Councilman
James C. Youmans, Councilman

ABSENT: Richard Touchette, Councilman

ALSO PRESENT: Diane L. Millious, Town Clerk
Greg Darlington, Chief of Police
Albert Deering, Highway Superintendent

Supervisor Hotaling opened the meeting and led the Pledge of Allegiance.

OPENING COMMENTS

Supervisor Hotaling stated that the record should reflect the absence of Councilman Touchette in addition to Town Clerk Millious, Chief Darlington and Highway Superintendent Deering present.

AGENDA

- Public Comment
- Approval of Minutes
 - Town Board Meeting, February 11, 2008
- Old Business
 - Update on Martin's Hill Water
 - Update on Police Communications Move
 - Update on Small Cities Grant
- New Business Topics for Discussion and/or Action
 - Reimbursement for Cell Phone Use by Code Enforcement Officer
 - Request to attend Town Clerk Association Luncheon meeting
 - SEQR Lead Agency Coordination Request –NYSDEC
- Resolutions
- Correspondence
- Town Board Workshops / Meetings
 - Town Board Workshop, March 18, 2008, 6:00PM
 - Town Board Meeting, March 24, 2008, 7:00PM

PUBLIC COMMENT

Supervisor Hotaling invited members of the public to comment at this time, hearing none he moved to the next item on the agenda.

APPROVAL OF MINUTES

Supervisor Hotaling stated that there was one set of minutes for approval, a Town Board Meeting on February 11, 2008 and continued by asking for a motion to approve the minutes.

MOTION

On motion of Councilman Youmans, seconded by Councilman Boehm, the minutes were approved as read.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Touchette) – SO MOVED

OLD BUSINESS

Update on Martin’s Hill Water

Supervisor Hotaling stated that he wanted to let the public know that documents were received from the Village two week ago and added that they communicated back to Attorney Biscone on a couple of items within the Agreement. He continued by saying that the language is satisfactory to all of the members of the Town Board and went on by saying that the only issues that remain are clarification on the payment for Attorney Biscone’s services, which is and should be a Village expense, which was communicated back to Mr. Biscone as well as some alterations made to the District map that was originally under consideration. He added by saying that with the Board’s permission he has forwarded back another District map, which represents the boundaries of the District that they would like to call the Water District as well as asking the Village if this is the District that they are willing to supply water to and added that if the answer is yes and they clarify Mr. Biscone’s payment issue he sees it being moved to a map plan and petition amendment that would modify the boundaries and in turn start the process for Board review and ultimately the State Comptrollers review. He concluded by asking if there were any additional questions or comments, hearing none he moved to the next item on the agenda.

Update on Police Communications Move

Supervisor Hotaling asked that Chief Darlington give an update on the Police and Communications move.

Chief Darlington stated that they were hoping to have been switched over by now and added that unfortunately Albany County’s technical people had some technical difficulty with communicating with Voorheesville through that phone system and in turn it was delayed. He continued by saying that they did have it up and running earlier in the day and half of the dispatchers are currently being trained and the other half will be trained the following day. He added that the communication glitch that they had, put a stop on everyone and continued by saying that they are now in the process of rescheduling everyone for the final move. He concluded by saying that they hope that on either Monday or Wednesday they will have everything and everyone fully in Town Hall and switched on here and switched off at the Village and added that they are hoping to have one console moved over this week and in turn testing the system prior to moving over the final one.

Supervisor Hotaling stated that they had discussion earlier in the day about a back up situation where they would have a period of time where they would have one telecommunicator in Town Hall and one at the Village in order to ensure that the transition is smooth.

Chief Darlington stated that it would not be for 24 hours that they would do that and added that currently for certain shifts they have two dispatchers on and during that time one would be at the Town building using the equipment making sure it is up and running and the other would be at the Village location.

Supervisor Hotaling interjected that the single midnight shift would be at the Village location and added that they do not anticipate any loss of service in terms of communications. He continued by saying that he had a brief discussion earlier in the day with one of the telecommunicators earlier in the day who had stated that he was very

impressed with the equipment and added that they have elevated their equipment to a point where they are now state of the art.

Chief Darlington stated that they have mirrored what the County has as far as capability.

Supervisor Hotaling asked if there were any additional questions or comments, hearing none he moved to the next item on the agenda.

Update on Small Cities Grant

Supervisor Hotaling stated that at the last Town Board Meeting there was a presentation from Mr. Kirk who talked about a Request for Proposal and in turn Mr. Kirk sent a draft copy. He continued by saying that he had some discussion with Councilman Boehm and added that he made some modifications to it as well as adding names to whom they are going to send it to perform the administrative services in conjunction with the CDBG Small Cities Grant, DBS Planning, Avalon Associates, Shelter Planning and Development, Laberge Group and C.T. Male Associates. He concluded by saying that he is hopeful that they are going to get a number of proposals to review and added that he believes that the deadline is April 4th and then asked Town Clerk Millious if that was correct.

Town Clerk Millious stated that it is April 4th by 3:00pm.

Supervisor Hotaling asked that Town Clerk Millious read into the record the Notice.

Town Clerk Millious continued by reading the following:

Public Notice

The Town of Coeymans has recently been awarded a Community Development Block Grant from the New York State Office for Small Cities to undertake a project that will assist a local business in developing and expanding the Port of Coeymans. As a result of this grant, the Town of Coeymans will require the services of a qualified individual or firm to assist in the implementation of this program. If you are interested in submitting a proposal for the Town's consideration, you may receive a request for proposal package by contacting the following address:

Town of Coeymans
Diane L. Millious, Town Clerk
18 Russell Avenue
Ravena, NY 12143
Telephone (518) 756-2100
Fax (518) 756-6844

All proposals submitted to the Town must be received by 3:00 pm on Friday, April 4, 2008. Any proposals received after this date will not be accepted or considered.

By Order of the Town Board
of the Town of Coeymans
Diane L. Millious
Town Clerk

Supervisor Hotaling stated that it will be in the paper this week and reiterated that they have until April 4th to submit the Request for Proposals. He added that in the mean time they will be discussing the frame work of some documentation for the loan at the next Workshop Meeting.

Councilman Boehm interjected that Ms. Pempraze; the Attorney representing the Town will be at the Workshop and added that everyone should have gotten a copy of the Loan Agreement. He continued by asking that each Town Board member take a look at the Agreement prior to the meeting and went on by saying that any questions that they may have will be answered. He added that a Chamber of Commerce Loan Officer as well as

Judy Eisgruber from Albany County Rural Alliance will be present and then asked if the Chamber of Commerce and Ms. Eisgruber should have been sent a Request for Proposal.

Supervisor Hotaling stated that he would be happy to add them to the list and send them out and continued by saying that there would be 7 proposals that the Town is going to send out to invite them to participate as well as anyone else that is conjured up as a result of the advertisement. He concluded by asking if there were any additional Old Topics for discussion, hearing none he moved to the next item on the agenda.

NEW BUSINESS

Reimbursement for Cell Phone Use by Code Enforcement Officer

Supervisor Hotaling stated that we are living in a world of cell phones and fewer pagers and continued by saying that Code Enforcement Officer Conrad had a pager that was seldom used. He added that they had discussed it a while ago and in turn he offered up an opportunity for him to request approval from the Town Board to be reimbursed for 50% of the payment for his personal cell phone because most of the calls that he has are related to the Code Enforcement job that he does for the Town. He continued by saying that he had done a memorandum to the Town Board, which stated that his plan is \$39.00 and half of that would be \$20.00 a month as well as covering long distance calls and added that he has been told by telecommunicators that it is easier to reach him by cell phone rather than by pager.

Chief Darlington stated that was true and added that one of the problems with pagers is that they don't always actually make the page. He continued by saying that with a cell phone you have verification that you reached the person as well as being able to leave a voice mail message.

Supervisor Hotaling added that they have the same arrangement with Chief Darlington.

Councilman Youmans stated that for \$20.00 a month he believes that it is a bargain and continued by asking if they are going to discontinue the pager.

Supervisor Hotaling stated that they already had discontinued it and turned it in and added that the charge for that was \$4.99 per month.

Chief Darlington stated that he kept his pager because when you get towards Coeymans Hollow the cell service is not that great.

Supervisor Hotaling stated that with a motion they can authorize the arrangement to take place.

MOTION

On motion of Councilman Boehm, seconded by Councilwoman Rogers, authorizing reimbursement to Laverne Conrad, Building Inspector for 50% of his personal cell phone bill for \$20.00 per month.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Touchette) – SO MOVED

Request to attend Town Clerk Association Luncheon meeting

Supervisor Hotaling stated that he was in receipt of a request from Town Clerk Millious dated March 7th for her attendance at the Town Clerk Association luncheon and continued then asked Town Clerk Millious about the request.

Town Clerk Millious stated that she is asking to be approved for reimbursement for mileage and lunch to attend the Albany Schenectady County Town Clerk's Luncheon on March 28th and continued by saying that there are four luncheons a year. She added that

there will be a SARA Workshop along with the regular meeting and went on by saying that she is Vice-President of the Association and likes to make the meetings.

Supervisor Hotaling stated that it is appropriate attendance in representing not only the Town but also as an officer of the Association she is representing the Town well.

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Boehm, authorizing reimbursement for mileage and lunch to attend the Town Clerk's Association luncheon.
VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Touchette) – SO MOVED

Town Clerk Millious thanked the Town Board.

Supervisor Hotaling inquired as to if she is going to use her own vehicle.

Town Clerk Millious stated that she was.

Supervisor Hotaling stated that it would be for mileage as well as the cost for the lunch.

SEQR Lead Agency Coordination Request – NYSDEC

Supervisor Hotaling stated that he was in receipt of a correspondence dated March 5th from Angelo Marcuccio, Environmental Analyst from the New York State Department of Environmental Conservation and continued by saying that he provided a couple of applications submitted by Carver Laraway representing the Port of Coeymans. He went on by saying that the interest that DEC has is that they want to be the Lead Agency on the applications but have to notify the Town first and in turn tell them whether or not the Town would like to be Lead Agency as well as the Town telling them of any issues that they see in the application process that concerns them and wants DEC to deal with during the SEQR Review. He added that each Town Board member has a copy of the letter along with two applications and continued by saying that he has a larger document that he will make available to each of them and went on by saying that they have 30 days to request being the Lead Agency or to submit issues of concern. He continued by asking that the Town Board bring any issue of concern to him and asked that they take the time to write them down in addition to sending it to the Building Department as well as the Planning Board and Zoning Board of Appeals for their review and to weigh in on whether or not they want to be declared Lead Agency. He concluded by saying that as Lead Agency it is nice to be in control but it also has a heavy responsibility in the SEQR process and added that DEC is better equipped to do it as long as they understand that they leave a door open for the Town to express their concerns.

Supervisor Hotaling asked if there were any additional New Business topics to bring before the Town Board.

Councilman Boehm inquired as to whether or not Supervisor Hotaling wanted to mention that he was going to have a meeting with Mr. Laraway on the SEQR issue.

Supervisor Hotaling stated that in reviewing some of the applications there are some concerns that he has initially and added that he does not want to raise them with DEC without giving Mr. Laraway the opportunity to respond. He continued by saying that if the Town Board sees fit he will be raising them with Mr. Laraway the following day to get his response before they reach out to DEC.

Councilman Touchette stated that he believes that it is appropriate to clarify the areas of concern.

Supervisor Hotaling asked if there were any other New Business topics.

Councilwoman Rogers asked Highway Superintendent Deering as to if he wanted to obtain approval for the four hour training for salt use.

Highway Superintendent Deering stated that he did not get it in writing because his secretary was not in.

Supervisor Hotaling inquired as to what they were referring to.

Highway Superintendent Deering stated that he wanted to have the four hour training on the salt usage from the same person that did the snow plow training.

Supervisor Hotaling stated that Councilwoman Rogers had mentioned it to him and added that he saw Mr. Franchini at a DOT Regional Meeting and he had mentioned that the County was going through this training and added that it was for how to properly dispense the salt, which would reduce the amount that they put down. He continued by saying that this would save money and added that other than a barrel oil, salt is the most precious resource that they have at this time of the winter because everyone is out of it and no one can get any. He then asked Highway Superintendent Deering what the training consists of.

Highway Superintendent Deering stated that they learn how to use the salt and put it down on the road and added that he was given a price.

Supervisor Hotaling stated that this is something that Highway Superintendent Deering has trained his crew.

Highway Superintendent Deering stated that there are times that he has messed up and added that this is why he would like the training.

Supervisor Hotaling inquired about the cost for the snow plow training and added that they had set \$7,000 aside for it and continued by saying that they didn't come close to that amount.

Highway Superintendent Deering stated that it was approximately \$2,800.

Supervisor Hotaling stated that they were ready to spend \$7,000 for the plow training and added that it is well worth while for them to spend \$600.00 to get the training on the salt.

Councilman Youmans inquired as to if salt conservation is part of the training.

Highway Superintendent Deering stated that it is and added that he believes that it is a good thing. He continued by saying that he was trying to get his crew in on the County training but they already had a large group.

Supervisor Hotaling inquired as to how quickly they can get the training.

Highway Superintendent Deering stated that he would make a phone call and find out and continued by saying that he wanted to get the approval first.

Supervisor Hotaling stated that there is a general consensus that the Town Board is on board with it and added that given the fact that they were prepared to spend \$7,000 he does not believe that he does need authorization to do it and added that he would like a Purchase Order Request for it.

Highway Superintendent Deering stated that he will do that.

Supervisor Hotaling stated that there are no resolutions or correspondence and continued with the next item on the agenda.

TOWN BOARD WORKSHOPS / MEETINGS

- Town Board Workshop, March 18, 2008, 6pm
- Town Board Meeting, March 24, 2008, 7pm

ADDITIONAL COMMENTS

Supervisor Hotaling asked if there were any additional comments.

Chief Darlington stated that the insurance company should be releasing a check for the Durango and added that they are starting to strip the equipment that they can use. He continued by saying that two new cars have been ordered and one should be here toward the end of March and the other in June.

Supervisor Hotaling inquired as to if the SUV will be the first one.

Chief Darlington stated that it will be because it was ordered in early January.

Councilman Youmans inquired as to what vehicles have been ordered.

Chief Darlington stated that they ordered a 2008 Durango and 2008 Crown Victoria.

Supervisor Hotaling stated that both vehicles were contemplated in the 2008 budget for replacement and added that they didn't feel as though they had to replace the newest Durango and thought they would be replacing the oldest one.

Chief Darlington stated that at some point he would like to come up with a plan on how to use the insurance money.

Supervisor Hotaling stated that the insurance money is going to be approximately \$18,000.

Chief Darlington stated that it will be close to \$20,000.

Supervisor Hotaling stated that they just recently had some Capital Accounts that they moved, which was for the landfill closure and work at Town Hall that they moved to the General Fund and added that they had to withdraw part of the resolution and create a Capital Account in the General Fund, which said in general that it could be used for such things as the purchase of equipment or vehicles. He continued by saying that there is approximately \$50,000 that is sitting in the newly created account and added that the insurance reimbursement will be added to it. He concluded by saying that Chief Darlington could talk to his Department's liaison and ultimately to the Town Board about a plan to buy a third new vehicle and combine some money with the Capital Account.

Chief Darlington stated that he heard rumor that there is going to be some new security equipment for the Court Office.

Supervisor Hotaling stated that a grant came in that talked about equipment including a metal detector, lighting and security cameras.

Chief Darlington stated that he does not know what involvement the Town Board has and added that if it is involving security in Town Hall, the Police Department should be involved. He continued by asking if there is a way to involve them in the planning or recommendations on the security in the building.

Supervisor Hotaling suggested that the Court liaison speak with the Court Office.

Councilwoman Rogers stated that she can ask them and continued by saying that it seems to her that the Police Department would be part of it.

Councilman Boehm interjected that it makes sense that the Police Department monitor the security cameras.

Chief Darlington stated that the County is contracted with the State to maintain the roads during snowstorms and continued by saying that anytime there is any storm involving any amount of snow Rte. 9W, Church Street and Rte. 144 are treacherous. He continued by saying during the last snowstorm they had to shut down all three highways and added

that with the help of Highway Superintendent Deering's crew they were able to open them back up. He went on by suggesting that they meet with someone to see what they can do to improve it and added that the Police Department is flooded with calls from vehicles that can't drive on the roads in addition to their 4-wheel drive having problems and continued by saying that they have spoken about this in the past.

Supervisor Hotaling agreed that they had discussed it in the past and added that at the Regional DOT Meeting, which was after the last storm, he had spoken to Mr. Franchini about several things with one being that. He continued by saying that he had expressed deep concern to a point where there was a bit of anger because the County gets money from the State of New York and has been contracted to perform their tasks but fail to deliver, which puts Town of Coeymans residents at risk. He added that Mr. Franchini had indicated that he knew that there were difficulties in the past but did not know about the recent storm and went on by saying that he had told him that if cannot deliver the service he will go to the State and tell them that he is not doing his job in addition to asking Highway Superintendent Deering if he is willing to accept the contract from the State of New York to do it himself. He continued by saying that the Town takes their vehicles and perform their responsibilities on Town roads that are adjacent to the main roads and added that they are on the road anyway they might as well put the plow down and get the money from the State that the County is getting. He concluded by saying that Mr. Franchini promised him that it won't happen again and indicated that there might be a change of leadership or additional supervision to be rendered on County Route 111 in the near future, which might be beneficial to getting the job done and then asked that Chief Darlington continue to monitor the roads routinely and report back to them if the problem happens again and in turn he will carry the word out to Mike Johnson with the Department of Transportation that the County is not delivering and then asked Highway Superintendent Deering if he agrees.

Highway Superintendent Deering stated that he agrees.

Supervisor Hotaling stated that the County has a limited number of trucks and added that they do not come down this way.

Councilwoman Rogers interjected that they were down on the number of trucks and added for the last storm she believes that there were only two trucks.

Chief Darlington stated that any time he has spoken with them and the most that he ever heard that the County had was two and added that there is a lot of Town road to be covered with just two trucks.

Supervisor Hotaling stated that there might not be a need for concern for the balance of this season and added that it is only like to happen again. He continued by saying that they will keep on it and went on to say that he would like Highway Superintendent Deering to go along with him if he has to go to Mr. Johnson at the Department of Transportation.

Highway Superintendent Deering stated that he would.

Supervisor Hotaling asked if there were any additional comments, hearing none he asked for a motion to adjourn the meeting.

ADJOURNMENT

On motion of Councilman Boehm seconded by Councilwoman Rogers, the Town Board Meeting was adjourned.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Touchette) – SO MOVED

Time 7:31pm

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk