

MINUTES BOOKTOWN OF COEYMANS
January 20, 2015 – Town Board Workshop – 6:00pm**

A Town Board Workshop was held Tuesday, January 20, 2015, at 6:00pm at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Stephen D. Flach, Supervisor
Thomas E Dolan, Councilman
Peter E. Masti, Councilman
Kenneth A. Burns, Councilman
George E. Langdon, IV, Councilman

ALSO PRESENT: Diane L. Millious, Town Clerk
Larry Conrad, Building Inspector/CEO, Sewer Administrator

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

OPENING COMMENT

Supervisor Flach stated that the record should reflect the presence of a full Town Board.

AGENDA

- Presentation
 - Eastern Managed Print Network
- Discussions
 - Zoning Map Amendment
 - Local Laws, 109-138-136
 - Sewer Permit Fees
 - Communications Transfer to Albany County
 - Hannacroix Creek Restoration
- Resolutions
 - Accept Name Change of Roadway

PRESENTATION

Eastern Managed Print Network

Supervisor Flach stated that there was supposed to be a presentation from a representative of Eastern Managed Print Network but they were not there so he would move to the next item on the agenda.

DISCUSSIONS

Zoning Map Amendment

Supervisor Flach stated that they talked about a Zoning Map Amendment before and then asked Building Inspector/CEO Conrad to discuss the topic.

Building Inspector/CEO Conrad continued by discussing the Zoning Map Amendment, highlights were as follows:

- Previously submitted a proposal from C.T. Male to redo the Zoning Map going back to December 18th and he asked that it be considered again so they can get it done.

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- The base price for the update is \$1,616.00 and an additional \$768.00, which will allow it to be placed on multiple computers throughout the Town as well as being published on the Town's website.
- This is something that they haven't had the ability to do and he is hoping that he can get the new GIS technology installed.
- He needs authorization from the Supervisor to sign the Change Order.

Discussion ensued amongst the Town Board and Building Inspector-CEO Conrad; collectively they decided to authorize the Change Order.

MOTION

On motion of Councilman Langdon, seconded by Councilman Burns, authorizing Supervisor Flach to sign the Change Order with C.T. Male for the Zoning Map Update.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Local Laws 109-138-136

Building Inspector/CEO Conrad stated that they previously discussed over the past couple of years, amendments to the Local Laws, Chapter 109, which is currently the Landfill Law, Chapter 138 and revision of the Site Plan 136, key points of the discussion were:

- The Planning Board is currently discussing revisions to Chapter 136 – Site Plan and hopefully at their next meeting they will have something to forward to the Board.
- For Chapter 109, they had looked at the original law going back to years past and found that it was inconsistent so they proposed a revision to that Landfill Law but the problem was that when they originally tried to revise it back in 1995, Albany County was looking to bring a landfill to the Town of Coeymans.
- The City of Albany has sold the land to DEC, the threat of a landfill has gone away and he is hopeful that they can amend the law now to be more consistent.
- The law banned the importation of solid waste, it didn't really stop landfills.
- They would like to amend Chapter 109 to specifically prohibit landfills.
- He had distributed the laws a couple of months ago to each Board Member and asked that they look them over and share their thoughts and he hadn't heard anything back at this point in time. He is hoping that they could move forward and possibly put them on the agenda and establish Public Hearings and go through the process to at least review the laws.

Supervisor Flach suggested that he gives copies again and at the next Board Meeting they can set a date for a Public Hearing.

Councilman Conrad continued by adding the Facilities Law to the agenda, which deals with junkyards and storage of junk. He continued by outlining the following:

- It is currently Chapter 105, it is outdated and out of place.
- As it is now, Motor Vehicle Repair Shops would be exempt, if someone opens a Repair Shop, they can put a junkyard in.
- It was a proposed law in 2014 and dropped again, it dealt with collection, recycling and disposal.
- They have a Facilities Law and Landfill Law, which would replace junk storage in Chapter 105.
- The Landfill Law will repeal Article 2 of Section 138 and Article 1 of 138 requires recycling to a landfill that has been closed since 1995.

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Mr. Touchette from the audience asked if the revision will remove the prohibition of the importation of solid waste.

Discussion ensued amongst Mr. Touchette, Building Inspector/CEO Conrad and the Town Board relative to the revision and whether it would remove the prohibition of the importation of municipal solid waste, the definition of solid waste, the current law prohibiting bringing anything in, the Facilities Law, DEC rules and regulations, the intent to prohibit landfills, allowing recycling but not allowing demolition debris to be buried in town.

Councilman Dolan suggested that if the intent of the law is to stop waste from being buried but allow recycling, it should just simply say that.

Discussion ensued amongst the Town Board and Building Inspector/CEO Conrad relative to the wording and its intent to stop landfills.

Councilman Dolan stated that the City of Albany has not yet transferred the property to DEC and it is not a done deal and then asked if Building Inspector/CEO Conrad is aware of any proposals to import garbage for any purpose, whether it is for burning, recycling, transferring, or to take in on a barge to sort and send it on garbage trucks.

Discussion ensued amongst the Town Board and it was collectively decided that they are not aware of anything for garbage but there is recycling going on.

Councilman Dolan reiterated that his contention is that anything that is recyclable is not covered under the Town Law the way it is written but was superseded by State Law, which allows recycling and it seems as though it is being changed for a specific purpose that maybe they are not all aware of.

Building Inspector/CEO Conrad stated that he has been trying to change it for 5 years and he has not heard of anything coming up in the immediate future or in the past five years to do with any of that other than the issue that he alluded to of recycling, which has been his primary concern because it is not clear in the law.

Discussion ensued amongst Building Inspector/CEO Conrad and the Town Board relative to garbage coming in and being sorted for recycling and then sending the garbage out, Transfer Facility Permits from DEC, Transfer Station for the residents.

Building Inspector/CEO Conrad reiterated that he asked that it be put back on the agenda because he brought it in front of the Board last year and it was tabled and he would encourage the Board to look at the outdated laws because they can't be enforced.

Discussion ensued amongst Building Inspector/CEO Conrad and Councilman Dolan relative to wording for banning the importation of solid waste with the exception of it being intended for recycling, which is required by New York State.

Building Inspector/CEO Conrad stated that he wants to make the wording 100% clear for anyone who is on the Board, now and in the future and he will look at trying to revise the law in some way to implement the importation with the exception.

Supervisor Flach stated that they talked about having a Transfer Station at the Highway Garage and his biggest concern is that if it sits there for any length of time there will be smell and rats and the possibility of having a dumpster there on one day and taken the next day.

Councilman Dolan stated that the law should say what they want it to say and not leave big loop holes that could be exploited by someone else.

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Building Inspector/CEO Conrad interjected that everyone looks at things from a different perspective and he welcomes comments, which he has been waiting for but hadn't heard anything from anyone about specifically fixing any one thing and they have multiple laws dealing with basically the same things and he thinks they can be condensed and shaped up.

Mr. Touchette stated that they can't be the only town facing these issues and then asked if there might be a model law that they can look at so they don't have to constantly keep writing their own.

Building Inspector/CEO Conrad stated that theirs was designed around a landfill that closed in 1995 and it just needs a little updating, the law itself is pretty much alright, they just have to eliminate the sections that refer to the Town of Coeymans Landfill and Recycling Center and the operation thereof that is contained in it.

Supervisor Flach asked that Building Inspector/CEO Conrad get copies to the Town Board for review.

Sewer Permit Fees

Supervisor Flach asked that Building Inspector/CEO Conrad discuss the Sewer Permit Fees.

Sewer Administrator Conrad stated that the Sewer Law was amended in 1990, which included some language to the effect that it required a permit prior to connection with public sewer and several years ago they found that it was not being dealt with and it was pushed to the Building Department. He added that there was a set of fees that weren't being enforced and it was \$100.00 for residential and commercial but it didn't deal with a lot of the things that they deal with such as two classes of sewer plus industrial and as industrial there is supposed to be a permit issued every three years according to the way that the law is written, which they haven't done since the inception of the Sewer Plant back in the 60's. He continued by saying that the biggest problem that he has is new hook-ups and repairs and now they are looking at the possibility of sewer line extensions that need to be dealt with and they have had Chapter A170 that was created in 2000, which was supposed to be a centralized area called Permit Fees for all of the Local Laws. He went on by saying that this section can be amended by resolution rather than a Local Law and in the past they have amended some things and he is asking that they add a new section for Sewer Permits to the A170 because it's not in the law and he searched to see where the \$100.00 fee originated and it was back in the Floyd Ruso administration. He concluded by saying that he is looking for some new fees to be created and of those he is asking for a fee for new residential hook-ups, new commercial hook-ups, repairs to existing, new main extensions, both residential and commercial and industrial permits and he is recommending \$100.00 for new residential hook-ups, \$200.00 for commercial hook-ups, \$75.00 for repairs for both residential and commercial, and for new main extensions a \$150.00 application fee plus any design fees as required by DEC and Albany County Health Department and \$300.00 for industrial permits.

Supervisor Flach asked that Sewer Administrator Conrad get something written up for them to look at.

Sewer Administrator Conrad stated that he will get together a fee schedule as well as a resolution for the Board if they are interested.

PRESENTATION

Eastern Managed Print Network

Supervisor Flach stated that Michael Morseman was present to give a presentation on Eastern Managed Print Network and invited him to address the Board.

Mr. Morseman stated that he wanted to thank the Board for inviting him, he had worked with Confidential Secretary Cirillo and Supervisor Flach to put together a study based on document usage throughout the Town, which included a majority of all the devices with printing, copying and faxing and they are a long time customer of the Town of Coeymans for approximately 15 years. He continued by outlining the services that Eastern Managed Print Network provides and

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a proposal for the Town of Coeymans and stated that based on validated information with Confidential Secretary Cirillo they can save the Town \$250.00 to \$260.00 a month.

Discussion ensued amongst Mr. Morseman and the Town Board relative to the length of the plan, copier capabilities such as colored copies and ledger size prints, volume, charges based on volume, trending analysis, and other potential charges

Mr. Morseman stated that he believed the next step would be a resolution.

Supervisor Flach stated that the Board will review the information.

Councilman Masti asked if there was a list of clients that they do business with.

Mr. Morseman stated that they do business with Jack Byrne Ford, Northeast Health, Columbia Greene Hospital, Village of Castleton, City of Troy and they are solely a New York State entity going back 35 years.

Supervisor Flach asked if there were any other questions, hearing none he continued by asking the Town Board to take time and look it over.

Communications Transfer to Albany County

Supervisor Flach stated that he had a message from Inspector Marianni via an e-mail, which he copied to each Board Member and added that Councilman Masti attended the last meeting and then asked for him to give an update.

Councilman Masti stated that they need to figure out how many they are looking to send to the County and to talk to the Communicators to see who is interested in taking a position so they know what kind of salaries they are looking at as well as part-time positions opening up. He added that they need to see what the numbers for salaries will be so they can start drawing up a contract and he questioned whether or not the County would honor the salary that they are currently making with the Town. He continued by saying that the County would honor it after their three-year contract as long as it doesn't go over the top of the Tier 5 hours. He concluded by saying that they are trying to schedule a meeting for the 29th of January and have HR and the benefits people in the same room to have everyone's questions answered at one time so everyone is on the same page.

Supervisor Flach stated that Chief McKenna indicated that there are four part-time Communicators that are interested in going with the County as well as both full-time Communicators.

Discussion ensued amongst the Town Board relative to the Fire Departments being on board, possible expense for the 800 megahertz and numbering on vehicles.

Councilman Dolan suggested that they have an on the record meeting with all the Fire Departments, Ravena Rescue and Emergency Personnel to find out what their concerns are before they figure out who is going with Albany County and what they are going to be paid and added that he believes the more important part is the service that they are going to receive.

Collectively the Board agreed.

Supervisor Flach stated that he would look at the calendar to see what is available.

Hannacroix Creek Restoration

Supervisor Flach stated that they are waiting on F.X. Browne for the cost of the redesign of the lower part of the creek and Councilman Burns advised that Albany Water and Soil will do some of the engineering for them for little or no cost and then asked that he follow-up on it.

Councilman Langdon interjected that he rather not pay F.X. Browne if they don't have to because he does not think that you should have to pay someone for doing a poor job the first time.

Discussion ensued amongst the Town Board relative to the reason for the revision.

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Supervisor Flach stated that he would rather not spend more money if they don't have to.

RESOLUTIONS

Supervisor Flach asked the Code Enforcement/CEO Conrad explain the resolution for a roadway name change.

Code Enforcement Officer/ CEO Conrad stated that it is something that he has fostered because approximately 1 ½ years ago Callanan moved out of Lafarge and back into their old plant and upon doing so they redid the entrance to the quarry and have since constructed new buildings with more to come. He continued by saying that in order to facilitate the 911 Program, which the Building Department oversees, they found it to be necessary that they create a new private road name, which is done by resolution that he can submit it to Albany County E911 Program so they can create ranges for the numbering system and in the event of an emergency, they won't just hear Callanan Corners, they will hear a specific number on the road. He added that he has been working to get a name and they offered up a name of Peter Callanan Drive to further compliment the Callanan Company and the request is coming from the Building Department so they can get the 911 Program updated to reflect the road. He went on by saying that Callanan's will be responsible for any signage and he has also directed them to Albany County because it is County Highway 101 that it is going to be intersecting off of and concluded by saying that he received a request for the name, which he forwarded to the Board for approval.

Discussion ensued amongst the Town Board and Building Inspector/CEP Conrad relative to the location of the road and it no longer being a blind spot for traffic.

RES. # 037-15 ACCEPT NAME CHANGE OF ROADWAY

On motion of Councilman Dolan, seconded by Councilman Masti, the following resolution was APPROVED – AYES 5 – NAYS 0 – SO MOVED

WHEREAS, a formal request was made to change the name of a specific section of a private roadway in the Town of Coeymans, and

WHEREAS, this private road is located off County Route 101 and is the new entrance to the main quarry and associated structures, and

WHEREAS, Callanan Industries has requested to name this new roadway Peter Callanan Drive, and

WHEREAS, Callanan Industries will move forward in obtaining 911 addresses for the structures situate on that portion of the private roadway.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize the naming of that roadway as Peter Callanan Drive.

Chapter A171 Employee Handbook Personnel Policy

Building Inspector/CEO Conrad stated that he also is offering to the Board repeal of Chapter A171 Handbook Personnel Policy, which has been discussed on numerous occasions by several Boards prior to them. He added that it is currently labeled Personnel Policy and there are things that are dealt with in the Union Contracts and also handled in the Employee Handbook and the Personnel Policy was originally adopted in 1975 prior to having Unions, which were established in 1996. He continued by saying that he has given it to them in the form of a resolution, which describes some of the issues with one being the duties of the Police Chief and it is totally inconsistent with his duties and it had been addressed by Chief Giroux, and Chief Darlington and he is sure that the new Chief will request it as well that the portion be repealed. He went on by saying that the Board has been interested in updating and there have been two revisions to the

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Handbook, all of which are so many articles that are inconsistent with the current Handbook as it exists and the new updated revisions that are being looked at by the Board. He continued by saying that it would be nice if they were dealing with two union contracts and the Handbook at this point and at some point later on he would recommend that the Handbook be made A171 and deal with everything that they have; workplace violence, alcohol and drug, discrimination rules and regulations, etc., similar to what the Town of Bethlehem has on their website. He added that they have to start someplace and there are too many conflicts to deal with, the Union Contracts are developed over a 3-4 year period and handled as a contract and the Handbook takes up where those leave off for the non-union personnel. He concluded by saying that it is time that they start cleaning up some of their verbiage and he took the liberty of pushing it forward because they have had a few people that have looked at the Handbook in trying to update some of the things that need updated.

Appoint Planning Board Member

Building Inspector/CEO Conrad stated that there is a vacancy on the Planning Board, there is someone interested in filling the position and he has put together a resolution.

Councilman Dolan asked that they put A171 off until Monday's Meeting so he has an opportunity to read the Personnel Policy. He continued by asking if the position on the Planning Board was advertised or if it was put on the website.

Supervisor Flach stated that he thought that he had asked Town Clerk Millious to put it in the paper but there was a breakdown of communication and it didn't go in the paper, which he takes full blame for. He added that he spoke with the interested candidate last year and at that time he didn't really give an answer but then he stopped in last week and expressed interest.

Councilman Dolan stated that he doesn't have a problem with the candidate but he is pretty sure that when they discussed it there was a motion made to advertise and post on the website and even if there was a misunderstanding, it should have been on the website.

Discussion ensued amongst the Town Board and Building Inspector/CEO Conrad relative to the misunderstanding, Planning Board Members soliciting Mr. Collins, procedure for obtaining a replacement, and additional cost for advertising.

Mr. Touchette from the audience stated that he had offered his services as a Planning Board Member to Supervisor Flach.

Supervisor Flach stated that personally he knows who he would vote for and then asked what the Town Board wanted to do. He continued by saying that they did make a motion at a prior meeting to advertise in the paper but it wasn't done and they can do the resolution at another time.

Town Clerk Millious interjected that it is up to the Board but there have been times when Planning and Zoning were not put in the paper and you can point anyone that they want for that type of position.

Collectively it was decided that Town Clerk Millious should advertise it in the paper and they will have a resolution for the next meeting.

ADDITIONAL COMMENTS

Supervisor Flach asked if there were any other comments.

Councilman Langdon stated that in talking about the Employee Handbook, they still need to address the retirement where it says that you get paid health coverage for life.

Building Inspector/CEO Conrad stated that he checked with General Code and the A170 & A171 are not Local Laws and done by resolution.

Supervisor Flach asked if there were any other comments, hearing none he asked for a motion to adjourn.

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ADJOURNMENT

MOTION

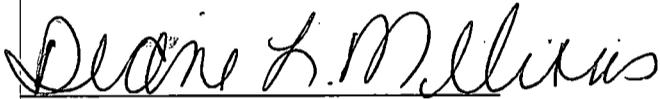
On motion of Councilman Langdon, seconded by Supervisor Flach, the Town Board Workshop was adjourned.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Time – 7:20pm

Respectfully Submitted,

APPROVED – As Read March 23, 2015



Diane L. Millious, Town Clerk