

A Town Board Meeting was held Monday January 26, 2015, at 7:00pm at Town Hall, 18 Russell Avenue, Ravena, New York

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

ALSO PRESENT: Diane L. Millious, Town Clerk
David Wukitsch, Attorney for the Town
Peter McKenna, Chief of Police

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

OPENING COMMENT

Supervisor Flach stated that the record should reflect that there was a full Town Board.

AGENDA

- Public Announcements
 - Town Board Workshop, February 17th, Canceled Due to Association of Towns Annual Meeting.
 - Town Offices Closed, February 16th – Presidents Day
- Public Comment Period
- Supervisors Report
 - November, December 2014
- Department Report Review
 - Building Department, December 2014
 - Town Clerk, December 2014
 - Sewer Department, December 2014
- Resolutions
 - Repeal Chapter A171 Personnel Policies
 - Approve January Abstract
- Upcoming Town Board Workshops/Meetings
 - ZBA Meeting, January 28, 2015, 7:00pm
 - Planning Board Meeting, February 2, 2015, 7:00pm
 - Town Board Meeting, February 9, 2015, 7:00pm
 - Town Board Meeting, February 23, 2015, 7:00pm
 - ZBA Meeting, February 25, 2015 7:00pm

PUBLIC ANNOUNCEMENTS

Town Offices Closed

Supervisor Flach stated the Town Offices will be closed February 16th for President's Day.

Workshop Canceled

Supervisor Flach stated that the Workshop Meeting scheduled for February 17th has been canceled due to the Association of Town's Meeting.

PUBLIC COMMENT

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

SUPERVISOR'S REPORT

November 2014

Supervisor Flach read the Supervisor's Reports for November and December as follows:

FUND	BALANCE FWD.	RECEIPTS	DISBURSEMENTS	BALANCE
GENERAL	\$176,301.79	\$ 53,208.16	\$215,302.71	\$ 14,207.24
PART-TOWN	\$257,160.73	\$ 44,797.17	\$272,793.35	\$ 29,154.55
HIGHWAY	\$ 28,460.32	\$264,369.10	\$237,578.78	\$ 55,250.64
BRIDGE CONST.	\$ 29,097.36	\$ 14.68	-0-	\$ 29,112.04
SEWER	\$161,464.25	\$ 2,036.88	\$ 55,680.64	\$107,820.49
SPECIAL WATER	\$ 16,548.69	\$ 3,736.04	-0-	\$ 20,284.73
POLICE FORF.	\$ 39,660.99	\$ 13,962.15	\$ 4,536.60	\$ 49,086.54
TRUST & AGENCY	\$ 13,924.70	\$222,276.56	\$222,336.86	\$ 13,864.40
CAP. PROJ.	\$550,584.14	\$ 89.33	\$ 65,720.18	\$484,953.29
SECTION 8 HUD	\$ 20,735.80	\$ 40,878.05	\$ 41,718.93	\$ 19,894.92
			Total Rec. Bal.	\$823,628.84

CERTIFICATES OF DEPOSIT

SAVINGS ACCOUNTS

Unemployment	\$ 703.46
Grove Cem.	\$40,946.40
C.H. Cem.	\$13,432.13
Sewer Ded.	\$ 0.24
Total	\$55,082.23

COLLATERAL FDIC COV. COLLATERALIZED COVERAGE

Greene County	\$250,000.00	\$2,046,223.99
National Bank	\$250,000.00	-0-

Supervisor's Report – December 2014

FUND	BAL. FWD.	RECEIPTS	DISBURSE.	BALANCE
GENERAL	\$ 14,207.24	\$339,900.14	\$287,488.41	\$ 66,618.97
PART-TOWN	\$ 29,154.55	\$ 520.77	\$ 24,389.77	\$ 5,285.55
HIGHWAY	\$ 55,250.64	\$ 51,398.14	\$87,245.68	\$ 19,403.10
BRIDGE CONST.	\$ 29,112.04	\$ 3.40	-0-	\$ 29,115.44
SEWER	\$107,820.49	\$ 63,645.83	\$ 92,399.84	\$ 79,066.48

MINUTES BOOK**TOWN OF COEYMANS
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SPECIAL WATER	\$ 20,274.73	\$ 9.36	-0-	\$ 20,294.09
POLICE FORF.	\$ 49,086.54	\$ 5,127.61	\$ 1,855.62	\$ 52,358.53
TRUST & AGENCY	\$ 13,864.40	\$317,112.55	\$315,879.06	\$ 15,097.89
H-FUND CAP. PROJ.	\$484,953.29	\$ 82.53	\$ 35,291.50	\$449,744.32
SECTION 8 FUND 76 UNITS	\$ 19,894.92	\$ 24,871.95	\$ 43,017.62	\$ 1,749.25
			Total Reconciled Bal.	\$738,733.62

CERTIFICATES OF DEPOSIT

SAVINGS ACCOUNTS

Unemployment	\$ 703.49
Grove Cem.	\$40,948.14
C.H. Cem.	\$13,432.70
Sewer Ded.	\$ 0.00
Total	\$55,084.33

COLLATERAL FDIC COV. COLLATERALIZED COVERAGE

Greene County	\$250,000.00	\$2,028,667.77
National Bank	\$250,000.00	-0-

Supervisor Flach asked for a motion to approve the reports.

MOTION

On motion of Councilman Dolan, seconded by Supervisor Flach, the reports were approved as presented and read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Councilman Dolan asked if the receipts in the General Fund for \$339,900.14 are mostly or partially the TAN.

Supervisor Flach stated that it is.

DEPARTMENT REPORTS

Building Department – December 2014

Supervisor Flach asked that Councilman Masti give the Building Department Reports for December.

Councilman Masti continued by giving the reports.

Supervisor Flach offered a motion to approve the reports.

MOTION

On motion of Supervisor Flach, seconded by Councilman Langdon, the report was accepted as presented and read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Town Clerk – December 2014

Supervisor Flach asked that Town Clerk Millious give the Town Clerk Monthly Report for September.

Town Clerk Millious continued by giving the report.

Supervisor Flach asked for a motion to approve the report.

MOTION

On motion of Councilman Masti, seconded by Councilman Burns, the report was accepted as presented and read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Sewer – December 2014

Supervisor Flach asked that Councilman Dolan give the Sewer Department Report for December.

Councilman Dolan continued by reading the following, which was submitted by Chief Operator Kerr:

Salutations,

I would like to report the past year accomplishments and projects at the Waste Water Pollution Control Facility.

- Wet weather operations due to I&I was changed after review with C.T. Male Engineering Firm.
- Replaced walk-way over processing tanks along the area next to the building.
- Facility generator radiator repaired.
- Main influent pump controls replaced after lightning strike.
- The two (2) secondary tanks have been prepped and new equipment installed.
- The project for high-flow control is underway.
- Solar energy project in preliminary stage.
- NY-Alert Program ready to implicate. (Reporting overflows for sewage begins January 15, 2015)
- Asset Management Plan initiated. (NYSDEC requirement for all municipalities this year)
- Sludge hauling contract renewed.
- Division Street and Riverview Lift Stations wet well floats replaced.
- Repaired Leachate wet well leak, air diffuser piping and lagoon leak.

This year several tasks have been undertaken with great results. I am fortunate to work with a great crew, including all Town staff. I would be irresponsible not to mention those elected, whatever I need they are there for direction and support.

I believe whatever the task, keeping a positive attitude always produces positive results. Life presents many problems and the people I work with everyday keep me in an upbeat tempo. Please join me in making this another positive New Year.

John

Councilman Dolan continued by giving the Sewer Department Monthly Report.

MOTION

On motion of Supervisor Flach, seconded by Councilman Langdon, the report was accepted as presented and read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

OLD BUSINESS

Supervisor Flach stated that he put a couple of Local Laws in each Board Member's mailbox for review and they can discuss them at the next meeting.

RESOLUTIONS

RES. #038-15 REPEAL CHAPTER A171 PERSONNEL POLICY

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

WHEREAS, the Town of Coeymans as previously adopted Personnel Policies, now known as Chapter A171, on January 1, 1975, and

WHEREAS, the Town of Coeymans has later formed two unions which contain personnel policies that are adopted by contract from time to time, and

WHEREAS, the Town of Coeymans has adopted an Employee Handbook on August 26, 1996 which contains Personnel Policies, and

WHEREAS, the Town of Coeymans wishes to remove Chapter A171 Personnel Policies due to conflicting language with both union contracts and the existing employee handbook

NOW, THEREFORE, BE IT RESOLVED THAT THE Town Board of the Town of Coeymans hereby repeals Chapter A171 Personnel Policies in its entirety.

Councilman Dolan stated that as the resolution states, these policies are included in the Employee Handbook and also in Union Contracts and they are either duplicates or in direct opposition to what is said in the Handbook and Union Contract and everything that is covered in Chapter A171, is covered somewhere else or replaced.

Councilman Langdon stated that it is a more accurate manner.

RES. #039-15 APPROVE JANUARY ABSTRACT

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

BE IT RESOLVED, that the Town Board has approved the payment of bills as presented in the Abstract for January, 2015, voucher numbers 169351 -169362 in the amount of \$37,883.44.

Supervisor Flach stated that he does not know what the resolution represents.

Town Clerk Millious stated that they had to do a separate abstract because January's vouchers could not go in Decembers with the new program. She added that there were only 15 invoices for January and it is very small and the voucher numbers look like high numbers but it is how the numbers are in the new system, the system numbers the vouchers as they come in and all of the funds are grouped together.

Councilman Langdon interjected that they will be signing for a group of vouchers now rather than per voucher.

Supervisor Flach stated that it is due to the change-over to the new system.

Town Clerk Millious stated that they will still have an abstract for the old and will continue to have until the 2014 vouchers are paid.

Councilman Dolan continued by reading the breakdown of funds as follows:

General Fund \$36,536.84 Part Town \$250.00 Highway \$300.00 Sewer \$796.60

Town Clerk Millious interjected that Trust & Agency that you saw on the old system, were transfers of funds so they won't be seeing them on the Abstracts and added that they will probably be using the old and new systems for 3-4 months. She concluded by saying that it looks like a good program and you can print by Fund.

Councilman Burns asked if this is all that it is going to be in the future and whether or not it will eliminate the big pile.

Town Clerk Millious reiterated that all funds will be done together and not in separate folders and they might not all fit in one folder and added that the Supervisor's Office will have all the funds and know a lot more because they were not connected that way before, it was only a program that she used and the money was not connected so now Bookkeeping can see right away what's going on.

Councilman Masti stated that they won't have to hunt down papers now.

Supervisor Flach stated that it will eliminate Bookkeeping from having to physically go to the Town Clerk's Office.

Town Clerk Millious stated that the program is on two stations in the Supervisor's Office and two in her office.

Councilman Masti stated that Department Heads will be able to stop in and get a print out to check their spending.

Town Clerk Millious stated that they can stop anytime and get a print-out of just their Department and it will be helpful to Sewer Administrator Conrad in figuring out the Village portion of the bills. She continued by saying that her office will continued the same process with putting the vouchers in Microsoft Word to keep track of where vouchers are in the process.

RES. #040-15 APPROVE JANUARY ABSTRACT FOR 2014 VOUCHERS

On motion of Supervisor Flach, seconded by Councilman Dolan, the following resolution was APPROVED – VOTE – AYES 5 – NAYS 0

BE IT RESOLVED, that the Town Board, of the Town of Coeymans, does hereby approve and allow the following claims of vouchers for the January 2015, Abstract for 2014 vouchers.

	VOUCHER #	AMOUNT
GENERAL (A)		
General Pre-Pay	1-42	\$ 143,323.93
General	77-114	\$ 41,186.50
	General Total	\$ 184,510.43
POLICE FORFEITURE (A)		
Police Forfeiture Pre-Pay	43	\$ 130.41
Police Forfeiture	115	\$ 1,095.00
	Police Forfeit. Total	\$ 1,225.41
PART-TOWN (B)		
Part-Town Pre-Pay	44-51	\$ 15,988.09
	Part Town Total	\$ 15,988.09
HIGHWAY (D)		
Highway Pre-Pay	52-56	\$ 37,236.09
Highway	116-142	\$ 76,931.31
	Highway Total	\$ 114,167.40
SEWER (SS)		
Sewer Pre-Pay	57-66	\$ 15,324.49
Sewer	143-157	\$ 8,442.67
	Sewer Total	\$ 23,767.16
CAPITAL PROJ. (H39)		
Capital Projects	158	\$ 2,159.00
	Capital Proj. (H39)Total	\$ 2,159.00

CAPITAL PROJ. (H41)		
Capital Projects	159-160	\$ 1,520.00
	Capital Proj. (H41) Total	\$ 1,520.00
CAPITAL PROJ. (H42)		
Capital Projects	161	\$ 61,682.96
	Capital Proj. (H42) Total	\$ 61,682.96
	Total For All Funds	\$405,020.45
TRUST & AGENCY PAYPAL (TA)		
Trust & Agency PayPal Pre-Pay	67-69	\$ 29.88
	Trust & Agcy. PayPal Total	\$ 29.88
TRUST & AGENCY (TA)		
Trust & Agency Pre-Pay	70-76	\$182,181.96
	Trust & Agcy. Total	\$182,181.96

Councilman Dolan asked if they were the vouchers that came in before they started using the new system.

Town Clerk Millious stated that they are for 2014 claims.

Supervisor Flach stated that they are the vouchers that they signed for last week.

Town Clerk Millious stated that the vouchers are looked at to determine if they are 2014 or 2015 invoices and if they are 2014, a green dot is put on them so everything with a green means that it is for 2014 and that is how they keep track.

WORKSHOPS/MEETINGS

- ZBA Meeting, January 28, 2015, 7:00pm
- Planning Board Meeting, February 2, 2015, 7:00pm
- Town Board Meeting, February 9, 2015, 7:00pm
- Town Board Meeting, February 23, 2015, 7:00pm
- ZBA Meeting, February 25, 2015 7:00pm

ADDITIONAL COMMENTS

Supervisor Flach asked if there were any other comments.

Chief McKenna stated that he didn't have anything.

Supervisor Flach thanked Chief McKenna for all his hard work and added that it seems like it's going real well. He then asked if there were any other comments.

Town Clerk Millious stated that for the R-C-S Wellness Walk the Town Board in the past has waived the fee and added that they have provided the necessary paperwork for insurance purposes. She continued by saying that she wants to get back to Doug Porter, the person in charge and let him know how the Board felt about waiving the fee.

Councilman Dolan stated that he would offer a motion to waive the fee.

MOTION

On motion of Councilman Dolan, seconded by Councilman Langdon, authorizing waiving the fee of \$25.00 for the use of Joralemon Park for the R-C-S Wellness Walk.

APPROVED – VOTE – AYES 5 – NAYS 0

Councilman Masti asked if it always going to be a week or two before the School Budget Vote.

Town Clerk Millious stated that he requested April 25th. She continued by saying that she has another request, which is for a wedding in September 2016 and they are looking to use Joralemon Park for the entire weekend and then asked how the Board feels about that. She continued by reading the e-mail request as follows:

My daughter is getting married September 24, 2016. We would like to know all information about renting Joralemon Park for the weekend or how we would go about reserving the park for the weekend or day of the wedding. We need to know the cost, fees and other important information. We would like to rent the park for the weekend so we have unlimited time for set-up and departure. Can you also provide me with insurance information needed and any restriction in regard to an alcohol permit?

Councilman Burns stated that they would probably need it Friday night to set everything up and get it ready, Saturday for the wedding and Sunday to tear everything down and clean-up.

Town Clerk Millious stated that she just does the park pavilion; the rest of the park is open to everyone.

Supervisor Flach stated that they would have to know if they plan on staying overnight.

Attorney for the Town Wukitsch interjected that they would need to know.

Town Clerk Millious stated that she would get more details if that is what they want her to do.

Collectively the Town Board agreed that she should get more details.

Supervisor Flach stated that they had talked about having camping there at one point.

Town Clerk Millious reiterated that she will find out what the plans are and get more detail and she just wanted to get an idea of how the Board felt about an entire weekend.

Councilman Dolan interjected that he does not think that they have ever excluded people from the park.

Town Clerk Millious stated that there have been big events such as a Poker Run for Cystic Fibrosis.

Attorney for the Town Wukitsch stated that they are events that are open to the public and generally with things like that they will allow you to reserve a section of it but they don't rent out the whole park for a party.

Supervisor Flach stated that there might be people who want to play Disc Golf.

Councilman Langdon stated that she needs to understand that they can't close off the park to other people.

Attorney for the Town Wukitsch stated that he would not think that it would be advisable to close the park, it is a public park and to rent it out is inconsistent with the fact that it is a public park, open to the public and added that they can reserve the pavilion and he doesn't have a problem with that.

Councilman Dolan stated that they might not know that this is the process and it is the pavilion and not the entire park.

Town Clerk Millious stated that she has been busy with the property taxes and because the 31st falls on the weekend, they will be given until Monday, February 2nd to pay in person or have it postmarked and added that the same is true for the Sewer Rents.

Councilman Dolan asked if the Historical Society had been in to reserve Joralemon Park.

Town Clerk Millious stated that Mr. Ralph Biance had been in and they have waived the fee for them in the past.

Councilman Dolan stated that he would offer a motion to waive the fee.

MOTION

On motion of Councilman Dolan, seconded by Supervisor Flach, authorizing a waiver of the fee for the Historical Society for use of Joralemon Park.

APPROVED – VOTE – AYES 5 – NAYS 0

Town Clerk Millious stated that she would let Mr. Biance know.

Supervisor Flach asked if there were any other comments.

Councilman Dolan stated that there was something that caught his eye on the Sewer Report which was the percentage between the Town and the Village is narrowed and asked if it was because of the rain.

Supervisor Flach stated that it is partially and the other reason was that there were 9 days with a malfunction and they are going to recalibrate the sled. He then asked if there were any other comments.

Councilman Burns stated that everything is going good, the Highway guys are doing a great job; the new salt shed is working out great as well as not being able to say enough out the Police Department, they are awesome.

Supervisor Flach asked if there were any other comments.

Councilman Langdon stated that he wanted everyone to be safe and to let the Highway and Police Departments do what they need to.

Supervisor Flach asked if there were any other comments.

Councilman Masti stated that he commends the Police Department for requiring Officers to experience being tased before they use it.

Supervisor Flach asked if there were any other comments, hearing none he added that he wanted to thank the Highway Department, someone stopped by his house about a road that needed to be salted and in turn he called the Highway Department and they took care of it. He continued by thanking the Highway crew for keeping the roads good and clean and taking care of a problem right away when someone calls.

Supervisor Flach offered a motion to adjourn the meeting.

ADJOURNMENT

MOTION

On motion of Supervisor Flach seconded by Councilman Masti, the Town Board Meeting was adjourned.

VOTE – AYES 5 – NAYS 0– SO MOVED

Time – 7:40pm

Respectfully Submitted,

APPROVED – As Read March 23, 2015



Diane L. Millious, Town Clerk