

**MINUTES BOOK\*\*TOWN OF COEYMANS**  
**February 24, 2022 – Town Board Meeting – 6:00pm**

**A Town Board Meeting was held Thursday February 24, 2022 at 6:00pm at Town Hall, 18 Russell Avenue, Ravena, New York**

**PRESENT:** George D. McHugh, Supervisor  
Daniel D. Baker, Council Member  
Brandon L. LeFevre, Council Member  
Marisa Tutay, Council Member  
Linda S. Bruno, Council member

**ALSO PRESENT:** Candace McHugh, Town Clerk  
Tyler Searles, Sewer Plant  
Jason Chmielewski, Building Department

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Supervisor McHugh called the meeting order and led the audience in the Pledge. Council Member Bruno led the audience in prayer.

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**Announcements:**

COVID Update

Albany County numbers are as follows:

\*57 new infections since yesterday, the county's seven-day average of new daily positive cases is now down to 54.8

\*Seven day average is down to 15.0

\*3 new COVID hospitalizations since yesterday and currently a total of 28 admitted, 4 of those patients are in the ICU.

\*According to the school COVID report card, RCS Central School District has 428 positive cases. This total includes teachers, staff, and students.

-February 12<sup>th</sup> and 13<sup>th</sup>, RCS Science Olympiad took their Knowledge to the Regional Science Olympiad Competition at Goff Middle School. They were up against 9 teams throughout the region, competing and displaying their skills set in understanding the principles of science, technology, engineering, and math. The group of 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup>, and 9<sup>th</sup> grade students placed 3<sup>rd</sup> overall, taking home 16 medals in 23 different events.

-In the 2021-2022 First Tech Challenge Season, Ravena Robotics team #14281 competed in two competitions. This Challenge requires teams to build and test a robot that can complete tasks on the playing field. The first competition at Broadalbin-Perth High School, the students never gave up, and went two matches, but did not reach the regional round. They then traveled to Clarkson University for their last chance of going to the regional competition. The team was selected by the #1 team, Enderbots, to compete in the playoff rounds of the competition. They were able to win the first round and move on to the finals! Ravena Robotics will now travel to Utica to attend the regional championship on March 6<sup>th</sup>.

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If you are interested in supporting the First Tech Challenge team, please contact Jared Bevington at [jbevington@rcscsd.org](mailto:jbevington@rcscsd.org) or Kathryn Rossi at [krossi@rcscsd.org](mailto:krossi@rcscsd.org)

-We would like to recognize the RCS “Top Ten” students for the Class of 2022. These students earned this honor based on their overall GPA during the past 4 academic years.

Congratulations to the Class of 2022 Top Ten!

1. Mollie McFerran- Valedictorian
2. Madeline Dewsbury- Salutatorian
3. Kathrine Pagnotta
4. Uchenna Uba
5. Sofia Orsino
6. Cianna Williams
7. Izaak King
8. Julianna Torangeau
9. Abigail Mercer
10. Aidan White

-Supervisor McHugh reminded the community we have an opportunity to get a bus from Albany County to bring residents out to the Winterfest at Lawson lake. Reservations must be made.

-Supervisor McHugh reminded people that the Town of Coeymans codes states anything over 3 inches is deemed a snow emergency and cars should not be parked on the streets.

**Motion to Approve Minutes**

Minutes were approved for the following meetings:

January 13, 2022

January 27, 2022

Council member Tutay made a motion to accept the minutes and Council member Baker seconded the motion

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

**Supervisor Report**

Supervisor McHugh read the January 2022 Supervisor’s Report.

**Motion to Accept Report**

Council member Baker made a motion to accept the report as read, seconded by Council member Bruno. APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT 0 – SO MOVED

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**Department Reports**

**Town Clerk Report** – January 2022 Report read by Town Clerk Candace McHugh

**Motion to Accept Report**

Council member McHugh made a motion to accept the report as read, seconded by Council member LeFevre. APPROVED – VOTE – AYES 5 – NAYS – ABSENT 0 – SO MOVED

**Police Department Report** – January 2022 Report read by Supervisor McHugh

**Motion to Accept Report**

Council member McHugh made a motion to accept the report as read, seconded by Council member Tutay. APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT – SO MOVED

**Building Department** – January 2022 Report read by Jason Chmielewski

**Motion to Accept Report**

Council member Baker made a motion to accept the report as read, seconded by Council member LeFevre. APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT 0 – SO MOVED

**Sewer Department Report** – December 2021 Sewer Department Report read by Tyler Searles (edited), January 2022 report read by Mr. Searles as well.

**Motion to Accept Report**

Council member Bruno made a motion to accept the report January 2022 as read, seconded by Council member Tutay  
APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT 0 – SO MOVED

Council member Baker mentioned the people of 1<sup>st</sup> street were very thankful of the speedy service provided by the sewer Department during the recent break. He asked if there were any other issues in the vicinity. Tyler Searles said the company that Carver contracted out should be emailing a report to the Supervisor of the sewer lines they took video of. There is a hole on 2<sup>nd</sup> street and the line on 1<sup>st</sup> street has a sizeable crack. It will be redone since the camera calibration is off; the Town has a subscription to this service to have this done.

Open Development Area Approval: Supervisor McHugh offered the floor to Mr. Gihlcrest and his client so they didn't have to stay longer than necessary. This is pertaining to the Open Development area Approval in new business. Mrs. Christina DiPierro and Mr. Ken Fagan own property at 65 Fox street. They have proposed subdividing 3 residential lots 3 acres in size. The general layout was given to the board for viewing. It is difficult to get to the proposed sub divided properties so an access driveway is being proposed. The owners are proposing it as a shared private drive, the approximate length being 500 feet. Mr. Gihlcrest said the applicants will be complying with emergency service requirements. The reason for approaching the Town board as opposed to the Planning Board is because there is a requirement under the NYS Town Law that addresses the issuance of a building permit (section 280-a) and the lots need to have

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adequate access of 15 feet on an improved public road if not it needs to be reviewed by the Town Board to create an Open Development Area. The drive leading back to the subdivide properties would still be in the properties owners name but the lots would come with an easement. There should also be a private road maintenance agreement with all the property owners. Supervisor McHugh asked if there was enough land to make it a public road. Mr. Gihlcrest said there is but then the roadway would go right through the middle of his client's property. Council Member Baker questioned the amount of room wondering if it would be too tight. Mr. Gihlcrest believes it would be tight if it was a public road by making it a private road. The spec requirements would be for the planning board to review. Some municipalities have different specifications for public vs. private roads, Mr. Gihlcrest wasn't sure if our Town had these different specifications. The Supervisor asked who would enforce the maintenance agreement. It would be the property owner's responsibility. The maintenance agreement goes with the deed not the person in case of sale. Council member LeFevre asked if it was possible for a road to be a separate parcel. Mr. Gihlcrest explained sometimes roads are presented as their own lot but it is transferred to the Town. Council member Baker asked why you wouldn't want to make it a town road and has this been seen anywhere else. Mr. Gihlcrest's client would rather have a private roadway so access is limited a public roadway is open to anyone. The easement will be recorded for the new properties and the current lot, theirs being the subservient land the new properties being the dominant. Supervisor clarified that the next step being the board sends it back to the Planning Board for recommendations. Supervisor McHugh made a motion to send this issue to the planning board for their review and recommendation, seconded by Council member Tutay, all were in favor.

**Motion to Accept Report**

Supervisor McHugh made a motion to send this issue to the planning board for their review and recommendation, seconded by Council member Tutay

APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT 0 – SO MOVED

**Old Business:**

Sewer/Water Expansion: a meeting was held with the stakeholders, they are moving forward with the boundaries. Potentially there will something to look at in March.

Coeymans Landing Park Upgrades: Resolution tonight will approve the project for bid

Park Lavatory Facilites: a proposal is expected by the next meeting.

Joralemon Park: Playground equipment is in and will be installed early spring.

Broadband Expansion: Meetings were held to determine the locations and cost. Starr road to just shy of North Lane and all of Bushendorf down to address 250 which is where Verizon picks up are the areas that will be covered.

Proposed Local Law #2-2-22: Public hearing was held and closed.

**New Business:**

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Town Hall & Substation Repairs: the stairs to Town Hall need to be patched, estimates will be reviewed. The previous board opted to repair rather than replace due to cost. The Sheriff Substation furnace went. The Town was aware that it was on its last legs. Quotes are coming in to have this repaired. The Supervisor would like to go to natural gas rather than the oil that is currently there.

Sewer Study Grant: Nicole Ambrosio spoke about our sewer planning grant we have. 2 resolutions have already been done in this process. At this time we are working on the study which needs to be in June. A negative seeker will need to be done. This will be coordinated with Carrie at MJ Engineering. MJ will complete the paperwork but costs will determine which forms are needed. Nicole discussed the broadband expansion. Most grants she ran across the Town don't fit the specs. Supervisor McHugh said they should just continue as they have by contacting the providers and working with them. Nicole spoke of other grant opportunities and gave a list to the board for review and guidance.

Food For Thought Seasonal Laborers: it is time to advertise for seasonal jobs

**Motion to Advertise**

Supervisor McHugh made a motion to advertise for these positions, seconded by Council member Lefevre

APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT 0 – SO MOVED

**Resolutions:**

**Resolution # 62-22 Adoption of Proposed Local Law #2-2-22**

	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
George D. McHugh	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Daniel D. Baker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brandon L. LeFevre	<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"/>
Marisa J. Tutay	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Total</i>	<u>5</u>		<u>5</u>		

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

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**WHEREAS**, the Town Board of the Town of Coeymans has introduced proposed Local Law No. 2 of the Year 2022 to change the term of office of the Town Supervisor from two years to four years commencing January 1, 2024 pursuant to the Section 10(1)(ii)(a) and Section 23(2)(e) of the Municipal Home Rule Law of the State of New York;

**WHEREAS**, The Town Board believes an extended term would bring greater continuity to the office and that the extended term is in the public’s best interest; and

**WHEREAS**, the Town Board duly noticed and held a public hearing on the proposed local law on February 10, 2022; and

**WHEREAS**, the enactment of this local law is a Type II action pursuant to the New York State Environmental Quality Review Act, 6, N.Y.C.R.R. 617.5 as it involves agency administration, management and legislative decision making that does not affect the environment or commit the Town to a future decision on a project, and therefore is exempt from environmental review; and

**NOW, THEREFORE BE IT RESOLVED** that the Town Board hereby approves and adopts Local Law No. 2 of 2022 of the Town of Coeymans to change the term of office of the Town Supervisor from two years to four years pursuant to Municipal Home Rule Law § 10(1)(ii)(a) commencing as of the first day of January 2024, and shall apply to the person elected to such office at the town election to be held on November 7, 2023 and those elected thereafter; and

**BE IT FURTHER RESOLVED** that Local Law No. 2 of 2022 is adopted subject to a mandatory referendum pursuant to New York Municipal Home Rule Law § 23(2)(e) and shall be submitted for approval of the qualified voters of the Town of Coeymans at the town election to be held on November 8, 2022 at which a proposition in the following form shall be included on the ballot at such town election, and the four year term of office shall not take effect unless such proposition is approved by a majority vote of the qualified voters voting thereon:

“Shall Town of Coeymans Local Law No. 2, 2022 entitled ‘A Local Law Changing the Term of Office of Town Supervisor from Two to Four Years, For the Term Commencing January 1, 2024,’ be approved?”

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

Discussion: Supervisor McHugh stated that this will be going to the voters and has nothing to do with his term, future terms. Council Member LeFevre mentioned this was a topic on the campaign trail.

**Resolution #63-22 Identifying the Solicitation of Bids**

	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
George D. McHugh	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Daniel D. Baker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brandon L. LeFevre	<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"/>
Marisa J. Tutay	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Total</i>	<u>5</u>		<u>5</u>		

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

**RESOLUTION IDENTIFYING THE SOLICITATION OF BIDS FOR  
 COEYMANS LANDING RIVERFRONT PARK PROJECT**

**WHEREAS**, the Town Board of the Town of Town of Coeymans seeks to receive sealed bids in accordance with Section 103 of the General Municipal Law for the Coeymans Landing Riverfront Park Project; and

**WHEREAS**, the Work is generally described as: site modifications including reconstruction of asphalt roadways and parking areas with granite curb, concrete walkways, pavement striping, decorative fencing, stormwater improvements and green infrastructure, landscaping, and site lighting.

**NOW, THEREFORE BE IT RESOLVED**, that the Town Board of the Town of Coeymans hereby authorizes and directs the Town Clerk with the assistance of the Town’s Engineers to advertise for sealed bids for the Coeymans Landing Riverfront Park Project pursuant to the specifications described in the project manual (available at [www.mjels.com/bids](http://www.mjels.com/bids) or in the Town Clerk’s Office during regular business hours), at a date and time to be noticed in accordance with General Municipal Law § 103 with a bid opening at the Town Hall, 18 Russell Ave, Ravena, NY 12143 at which responsive bids shall be publicly opened and read aloud. The Town reserves the right to waive any informality in the bid and to reject, in whole or in part, any or all bids.

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

**Resolution #64-22 Promotion of Sewer Plant Operator**

	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
George D. McHugh	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Daniel D. Baker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brandon L. LeFevre	<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"/>

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Marisa J. Tutay	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Total</i>	<u>5</u>		<u>5</u>		

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

**WHEREAS**, Tyler Searles has been a Sewer Treatment Plan Operator Trainee since August 5, 2019, and

**WHEREAS**, Mr. Searles has taken and passed the NYSDEC Certificate Examination for Wastewater Treatment Plan Operator on February 14, 2022,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans hereby acknowledges the passage of the required examination and increases his hourly rate of pay to \$25.29 to reflect his change in title to Sewer Treatment Plant Operator retroactive to February 14, 2022.

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

**Resolution # 65-22 Resignation of Part Time Police Officer**

	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
George D. McHugh	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Daniel D. Baker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brandon L. LeFevre	<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"/>
Marisa J. Tutay	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Total</i>	<u>5</u>		<u>5</u>		

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

**WHEREAS**, on February 14, 2022 Coeymans Police Officer Louis Romano submitted a written letter of resignation to the Town of Coeymans with an effective date of February 14, 2022;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby accept the resignation of Officer Louis Romano, effective February 14, 2022; and

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the Town of Coeymans sincerely thanks Officer Romano for his service and dedication to our Community.

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

**Resolution # 66-22 Rescinding of Officer Resignation**

	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
George D. McHugh	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Daniel D. Baker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brandon L. LeFevre	<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"/>
Marisa J. Tutay	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Total</i>	<u>5</u>		<u>5</u>		

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

**WHEREAS**, Detective Edmund J. Seney Jr has submitted a letter dated February 22, 2022, requiring that his resignation letter accepted on February 10, 2022 be rescinded; and

**WHEREAS**, the Town Board of the Town of Coeymans is desirous of rescinding resolution 061-22, which was accepting the resignation of Detective Edmund J. Seney Jr. and passed on February 10, 2022,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby rescind the resolution stated above

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

Discussion: Council Member Bruno stated she is grateful he is back

**Resolution # 67-22 February Abstract of Claims**

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	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
George D. McHugh	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Daniel D. Baker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brandon L. LeFevre	<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"/>
Marisa J. Tutay	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Total</i>	<u>5</u>		<u>5</u>		

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I, Council member Tutay 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 2022, as follows:

**PRE-PAID VOUCHERS** –21-01473, 21-01475, 22-00089-22-00177, from the following funds:

<b>General</b>	<b>\$1,397,792.63</b>
<b>Part Town</b>	<b>\$20,508.85</b>
<b>Highway - Part Town</b>	<b>\$56,509.62</b>
<b>Sewer</b>	<b>\$45,164.25</b>
<b>Trust &amp; Agency</b>	<b>\$14,876.10</b>
<b>Payroll Deductions</b>	<b>\$ 3,806.99</b>

**VOUCHER NUMBERS** –21-01476 to 21-01478; 22-00178 to 22-00230 from the following funds:

<b>General</b>	<b>\$32,570.23</b>
<b>Part Town</b>	<b>\$289.34</b>
<b>Highway -Town Wide</b>	<b>\$12,600.45</b>
<b>Highway – Part Town</b>	<b>\$3,491.31</b>
<b>Sewer</b>	<b>\$10,431.80</b>

**TOTAL FOR ALL FUNDS – \$ 1,598,041.57**

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

**Public Comment:** Barbara Tanner asked if all the meetings will be at 6pm. Supervisor McHugh explained this was changed at the organizational meeting.

Council Member Tutay commented on the Food Distribution at the School. She believes about 500-600 families were served. She thanked the community for all their efforts. She spoke with the director and the director urged us to do this more often as we live in a high need area.

Council Member Bruno noted that the Association of Town was presenting a resolution that all towns be able to set their own speed limits.

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**Motion to Adjourn to Executive Session-**

APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT – SO MOVED

A motion to Adjourn to executive Session for matters leading to the employment, appointment, promotion, demotion, suspension, discipline or removal of a particular person made by Supervisor McHugh and seconded by Council member Bruno, All were in favor.

Executive Session adjourned at 8:30p.m. Motion was made by Council Member LeFevre and Seconded by Council Member Tutay with all in favor.

*Respectfully Submitted,*

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*Candace McHugh, Town Clerk*