

DRAFT

**TOWN BOARD
OF THE
TOWN OF COEYMANS**

**January 27, 2022
Town Board Meeting 6:00p.m.**

(PLEASE SILENCE CELL PHONES WHILE MEETING IS IN PROGRESS)

- 1. Call to Order – Pledge of Allegiance**
- 2. Blessing**
- 3. Members Present and Overview of Agenda Topics**
- 4. Presentation/Public Hearing**
 - 4.1. Coeymans Landing Riverfront Park Stormwater Project
- 5. Public Announcements**
 - 5.1. COVID Update
 - 5.2. Town Hall closed February 21, 2022
- 6. Approval of Meeting Minutes**
 - 6.1. Town Board Meeting Minutes for January 1, 2022
 - 6.2. Town Board Meeting Minutes for January 7, 2022
- 7. Supervisor's Report**
 - 7.1. Supervisor's Report for December 2021
- 8. Department Reports**
 - 8.1. Town Clerk's Report for December 2021
 - 8.2. Police Department Report for December 2021
 - 8.3. Building Department Report for December 2021
 - 8.4. Sewer Department Report for November & December 2021
- 9. Old Business**
 - 9.1. Sewer/Water District Expansion
 - 9.2. Coeymans Landing Park Upgrades
 - 9.3. Park Lavatory Facilities – Riverfront/Joralemon
 - 9.4. Broadband Expansion – Starr Road/Bushendorf Road
 - 9.5. Town of Coeymans 350 year Celebration Update
- 10. New Business**
 - 10.1. RCS CBA Request for Joint Meeting
 - 10.2. Local Volunteer Firefighter and EMS Recruitment

Agenda subject to change

11. Resolutions

- 11.1. Authorize Hiring Clerk 1 to Building Department
- 11.2. January 2022 Abstract
- 11.3. EPG Grant Authorization

12. Upcoming Meetings

- 12.1. Public Hearing on Proposed Local Law 1 of 2022 - February 10, 2022 @ 6:00pm
- 12.2. Town Board Meeting - February 10, 2022 @ 6:00pm
- 12.3. Planning Board/ZBA Meeting – February 14, 2022 @ 7:00pm

13. Public Comment**14. Adjourn**

December 2021

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<u>Fund</u>	<u>Balance Forward</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Balance</u>
<u>General</u>	\$ 1,608,570.74	\$ 62,691.46	\$ 358,280.06	\$ 1,312,982.14
<u>Consolidated</u>	\$ 540.08	\$ 255,413.58	\$ 178,178.00	\$ 77,775.66
<u>Part Town</u>	\$ 1,709,927.85	\$ 2,202.79	\$ 189,900.14	\$ 1,522,230.50
<u>Highway - Part-Town</u>	\$ 281,683.19	\$ 301,128.34	\$ 140,428.67	\$ 442,382.86
<u>Highway - Town-Wide</u>	\$ 118,082.27	\$ 9.99	\$ 12,000.00	\$ 106,092.26
<u>Sewer</u>	\$ 332,613.77	\$ 42,191.55	\$ 117,425.15	\$ 257,380.17
<u>Special Water</u>	\$ 67,964.18	\$ 19.49	\$ -	\$ 67,983.67
<u>Trust and Agency</u>	\$ 49,061.80	\$ 351,896.09	\$ 374,662.26	\$ 26,295.63
<u>Police Forfeitures</u>	\$ 4,097.94	\$ 0.03	\$ -	\$ 4,097.97
<u>Capital Projects</u>	\$ 11,462.54	\$ 0.09	\$ 10,933.00	\$ 529.63
<u>Section 8 HUD</u> <u>(Units 67)</u>	\$ 4,261.03	\$ 47,179.85	\$ 49,164.60	\$ 2,276.28

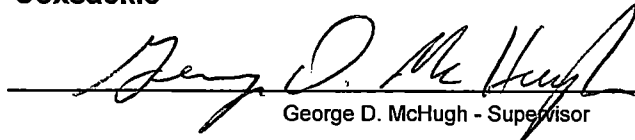
Total Reconciled Balances: \$ 3,820,026.77

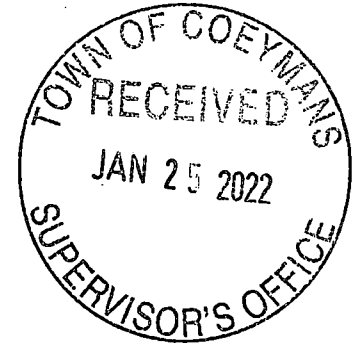
Savings Accounts:

Unemployment	\$ 706.58
Grove Cemetery	\$ 30,920.24
Coeymans Hollow Cemetery	\$ 13,489.21
Alcove Cemetery	\$ 14,317.09
Total:	\$ 59,433.12

<u>Collateral Coverage</u>	<u>FDIC Coverage</u>	<u>Collateralized</u>
The Bank of Greene County	\$ 250,000.00	\$ 3,992,908.50
National Bank of Coxsackie	\$ 250,000.00	\$ 90,143.21

PREPARED BY NJC ON 1/24/2022

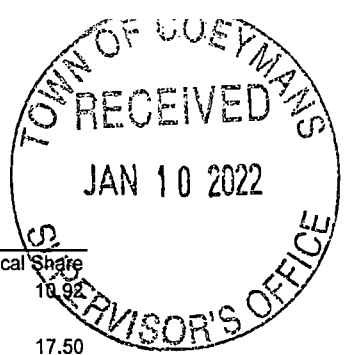

George D. McHugh - Supervisor



01/10/2022

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Town Clerk Monthly Report
December 01, 2021 - December 31, 2021



Account#	Account Description	Fee Description	Qty	Local Share
A1255	NYS Environmental Conservation	NYS Environmental Conservation	5	18.92
	Town Clerk Fees	Marriage License	1	17.50
		Marriage Transcript	4	40.00
		Photocopies	3	0.75
		Sub-Total:		\$69.17
A1289	Supervisor	MVA Report	1	13.00
		Sub-Total:		\$13.00
A2401	Interest	Interest earned-bank statement	1	0.04
		Sub-Total:		\$0.00
A2544	Dog License	Dog Kennel Charge Day 1-3	1	100.00
		Dog Redemption 1st	2	20.00
	Dog Licensing	Exempt Dogs	1	0.00
		Female, Spayed	8	48.00
		Female, Unspayed	3	36.00
		Male, Neutered	8	48.00
		Male, Unneutered	3	36.00
	Late Fee	Late Fee	2	10.00
		Sub-Total:		\$298.00
A2655	Minor Sales	E-ZPass	4	100.00
		A-Fund Total:		480.21 ✓
B1601	Public Health Fees	Death Certificate	38	380.00
		Genealogical Transcript - Birth & Death	1	11.00
		Sub-Total:		\$391.00
B2555	Building fees	Building Permit	5	1,204.80
		Sub-Total:		\$1,204.80
B2655	Minor Sales Booklets, etc	Search	2	200.00
		Sub-Total:		\$200.00
		B-Fund Total:		1795.80 ✓
SS2374	Sewer Services - Village	Sewer Services - Village	1	36,480.13
SS2401		Interest Earned Bank Statement		0.30
		Sub-Total:		\$36,480.13
		SEWER TOTAL:		\$36,480.43 ✓
		Total Local Shares Remitted:		\$38,756.44
Amount paid to:	NYS Ag. & Markets for spay/neuter program			34.00
Amount paid to:	NYS Dept Of Health			22.50
Amount paid to:	NYS Environmental Conservation			491.08

Total State, County & Local Revenues: \$39,304.02

Total Non-Local Revenues: \$547.58

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Candace McHugh, Town Clerk, Town of Coeymans during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Candace McHugh 1/11/2022
 Supervisor Date

[Signature] 1/10/22
 Town Clerk Date

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TOWN OF COEYMANS

POLICE DEPARTMENT

18 RUSSELL AVENUE
RAVENA, NEW YORK 12143

DOUGLAS R. KEYER JR.

CHIEF

(518) 756-2059 FAX (518) 756-2800

DATE: January 20, 2022

TO: Town Board Members

FROM: Chief Douglas Keyer Jr

SUBJECT: Police Department Monthly Report – December 2021

Calls for Service: 1,824

Town – 975

Village - 849

CBA: 3

Traffic Stops: 62

Tickets Issued: 28

Town – 16

Village - 12



Ongoing Matters

Nothing new to report

Training

Detective Seney – Tactical Narcotic Briefings – February 16-18, 2022 - Colonie

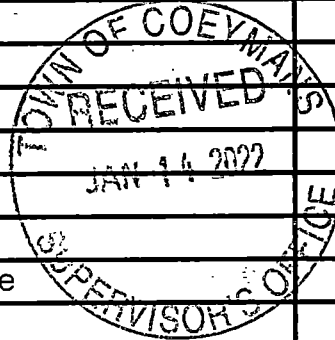
Community Events

Nothing new to report

Town of Coeymans Building Department Monthly Report for December 2021

BUILDING	December	YTD
Estimated Construction Cost	\$1,365,000.00	\$19,040,946.50
Permits for New One or Two Family Residences	1	14
Permits for New Commercial/Industrial Buildings	0	4
Permits for New Harzardous Occupancies	0	0
Permits for New Multiple Residences Occupancies	0	0
Permits for Additions, alterations or repairs on existing Residential Bldgs.	0	3
Permits for Additions, alterations or repairs on existing Commercial Bldgs.	2	16
Permits for all other permits (Pools, sheds, decks, and etc.)	4	75
Certificates of Occupancy/Compliance Issued	9	124
Operating Permits Issued	1	39
Stop Work Orders Issued	0	2
Fire Incident Notifications	1	8
Fire Inspections Multiple Dwellings - 2 years	1	26
Fire Inspections Commercial - 1 year	9	85
Fire Inspections Vacant	0	37
Fire Inspections Public Assembly- 100 persons or more	0	13
Building Complaints	7	115
Building Inspections	64	617
Building Permits Renewals	2	18
Junk Yard Permits Issued	\$0.00	\$25.00
Trailer Park Annual Fees	\$0.00	\$2,890.00
Sewer Permits Issued	\$0.00	\$0.00
Building Fees	\$1,404.80	\$57,712.30
PLANNING		
Special Use Permits	0	1
Applications for Minor Subdivisions	0	5
Applications for Major Subdivisions	0	0
Site Plan Reviews	0	0
Planning Fees	\$0.00	\$800.00
ZONING		
Area Variances	0	4
Use Variances	0	2
ZFDPV	0	\$0.00
Intrepretations	0	2
Complaints	0	\$0.00
Zoning Fees	\$0.00	\$600.00
MISCELLANEOUS		
Booklets (Zoning & Planning)	0	0
Minutes / Copy of Tapes	0	0
Property Information Request - Search	2	37
Miscellaneous Fees	\$200.00	\$1,525.00

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	DATE	OWNERS NAME	LOCATION	DESCRIPTION	FEE	TAX MAP #	EST. COST
BP#							
21-098	12/8	Eric Kross	66 Powell Hill Road	New Single Family Dwelling	\$500.00	166 - 3 - 37.2	390000
21-099	12/9	Mary Ann Perrine	131 Whitbeck Road	New 1,912 sq. ft. Ag. Building	No Fee	165 - 1 - 6	50000
21-100	12/15	Atlantic Cement Co Inc	1916 US Rt 9W	Installation of Wave Trap	\$200.00	156.-2-1.11	900000
21-101	12/15	Christina Burns	4 Marshall Rd	20x48 Greenhouse	No Fee	167.-3-40	3000
21-102	12/15	Christina Burns	4 Marshall Rd	10x20 Gazebo	No Fee	167.-3-40	5100
21-103	12/28	Elizabeth Langlais	2 New Street	Keeping of Hens	No Fee	168.11-5-9	n/a
21-104	12/28	Am. Tower/Centerline Comm LLC	667 CR 312/Derbyshire Rd	Cell tower repairs/alter	\$200.00	129.-2-1	25,000.00
SEARCHES							
21-044	12/15	Hudson Search LLC	701 Starr Road	CO, CC. open violations	100	143.-1-13.1	n/a
21-045	12/20	Dawn Kemmerer	100 Coeymans Ind Park	CO, CC. open violations	100	156.-4-6.14	n/a
CERTIFICATES							
21-125	12/9	Alan Hamlin	197 VanDerZee Rd	22x12 storage shed	n/a	167.-3-33	n/a
21-126	12/13	Francis Thiele	235 Tompkins Rd	48x48x16 garage	n/a	155.-1-20	n/a
21-127	12/13	John Decker	88 Alcove Rd	Ag Barn	n/a	165.-2-10	n/a
21-128	12/13	148 Old Ravena Rd LLC	148 Old Ravena Road	20x64 manu home F5	n/a	144.-2-2.1	n/a
21-129	12/16	Rodney Stacey	54 Westerlo St	12x26 shed	n/a	168.11-5-13	n/a
21-130	12/16	Keith Krzkowski	820 SR 143	18x20 shed	n/a	167.-1-40	n/a
21-131	12/16	Brian Kingman	243 Gedney Hill Rd	16x40 IG Pool	n/a	178.-1-41	n/a
21-132	12/17	RMN Properties LLC	2477 US Rt 9W	Sign	n/a	168.13-2-20	n/a
21-133	12/20	Rachel Hegeman	258 CR 101	10 x 12 Shed	n/a	143.-2-7.12	n/a
RENEWALS							
20-109	12/1	TCI	99 CIPL	48x70 open sided bldg	\$168.00	156-4-6.12	n/a
08-047	12/7	Sandra Slater	205 Deer Mtn Vil Rd	Addition	136.8	155.-2-2	n/a

1,373,100.00

Building Inspector, CEO

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NOVEMBER 2021 MONTHLY REPORT
TOWN OF COEYMAN'S/VILLAGE OF RAVENA
WATER POLLUTION CONTROL FACILITY
67 SEWER ACCESS ROAD
TELEPHONE: (518) 756-6180
FAX: (518) 756-6037



WPCF: TOTAL FLOW: 19.611 MG MONTHLY AVERAGE: .633 MGD
SLUDGE REMOVAL: 27.91 tons @ 15.68%
LAB RESULTS: BOD 19 LBS/DAY % REMOVAL 95
TSS 16 LBS/DAY % REMOVAL 93
GRIT/RAGS REMOVAL: 82 CUBIC FT.
TOTAL PRECIPITATION: 2.83 INCHES

	<u>Quantity</u>	
Electric:	kWh	_____
Fuel:	Diesel: gallons	_____
	Gas: gallons	_____
Lab:	4-BOD/4T-SS/Sludge	_____ \$ 265.00
Natural Gas:		_____
Sludge Removal: City of Albany	27.91 tons	_____ \$ 2,623.54
Telephone: Local	1 Month	_____
Long Distance		_____

Vendors:	Collins & Sons	\$ 1,650.00
	Persico True Value	\$ 371.84
	Crystal Rock Water	\$ 21.96
	Unifirst	\$ 123.33
	Ravena Auto Parts	\$ 13.99
	Francisco's	\$ 141.67
	Pump Services & Supply	\$ 2,285.00
	Capital Supply Co	\$167.22
	USA Blue Book	\$546.49
	KJ Electric	\$4,917.93
	Crossroads Ford	\$21.00
	Siewert Equipment	\$7,370.56

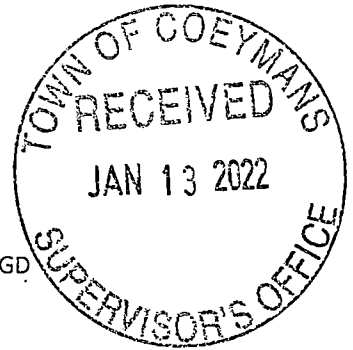
Total \$20,519.53

Collection System:	Division St Lift Station	kwh
	Riverview St. Lift Station	kwh
		Total

Leachate:	Electric	kwh
	Nolan Propane	\$ 202.51

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DECEMBER 2021 MONTHLY REPORT
TOWN OF COEYMANS/VILLAGE OF RAVENA
WATER POLLUTION CONTROL FACILITY
67 SEWER ACCESS ROAD
TELEPHONE: (518) 756-6180
FAX: (518) 756-6037



WPCF: TOTAL FLOW: 17.172 MG MONTHLY AVERAGE: .554 MGD
SLUDGE REMOVAL: 37.21 tons @ 14.52%
LAB RESULTS: BOD 25 LBS/DAY % REMOVAL 96
TSS 17 LBS/DAY % REMOVAL 96
GRIT/RAGS REMOVAL: 73 CUBIC FT.
TOTAL PERCIPITATION: 2.46 INCHES

	<u>Quantity</u>	
Electric:	kWh	
Fuel:	Diesel: gallons	
	Gas: gallons	
Lab:	4-BOD/4T-SS/Sludge	
Natural Gas:		
Sludge Removal: City of Albany	37.21 tons	\$ 3,497.74
Telephone: Local	1 Month	
Long Distance		
Vendors:		
Collins & Sons		\$ 2,200.00
Unifirst		\$ 468.54
Crystal Rock		\$ 38.94
Walter S Pratt		\$ 13,236.00
	Total	\$19,441.22

Collection System: Division St Lift Station kwh
Riverview St. Lift Station
Total

Leachate: Electric kwh
Nolan Propane \$ 253.27
Total \$ 253.27

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At a Meeting of the Town Board of the Town of Coeymans, at Town Hall, 18 Russell Avenue, Ravena, New York, on January 27, 2022 there were:

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

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

WHEREAS, The Building Department is desirous of hiring a full time Clerk 1 in the Building Department; and

WHEREAS, all applications were reviewed, interviews were conducted, and any and all pertinent lists from Albany County Civil Service were properly canvassed;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Riley Smith as a provisional hire for Clerk 1 pending Civil Service examination in the Building Department effective January 24, 2022 at a rate commensurate with the current CSEA Collective Bargaining Agreement.

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

DRAFT

At a Meeting of the Town Board of the Town of Coeymans, at Town Hall, 18 Russell Avenue, Ravena, New York, on January 27, 2022 there were:

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

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

WHEREAS, the Town of Coeymans has been awarded a grant from New York State entitled “Wastewater Infrastructure Engineering Planning Grant (EPG)”; and

WHEREAS, the Town must designate an Authorized Representative for the purpose of executing necessary Grant documentation to effectuate the terms of the Grant, and further desires to designate a Point of Contact for periodic communications regarding the planning, preparation and execution of the Grant; and

WHEREAS, Title 6 of the New York Code of Rules and Regulations (6 NYCRR) Section 617.5 under the State Environmental Quality Review Act (SEQR) provides that certain actions identified in subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law;

NOW THEREFORE, BE IT RESOLVED, that Town Supervisor George D. McHugh is hereby authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents, and instruments necessary to bring about the project and to fulfill the Town of Coeymans obligations under the Grant Agreement; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Coeymans authorizes and appropriates a minimum 20% local match as required by the Engineering Planning Grant Program for the “Wastewater Infrastructure Engineering Planning Grant (EPG)”. Under the EPG program, this local match must be at least 20% of the EPG grant award of \$24,000.00. The source of the local match, and any amount in excess of the required match, shall be provided by the recipient from the General Fund. The maximum local match shall not exceed \$5,000.00 upon a total estimated maximum project cost of \$24,000.00. The Town Supervisor may increase this local match through the use of in kind services without further approval from the Coeymans Town Board; and

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BE IT FURTHER RESOLVED, that the Town Board of the Town of Coeymans hereby determines that the proposed “Wastewater Infrastructure Engineering Planning Grant (EPG) Project is a Type II action in accordance with 6 NYCRR Section 617.5(c)(27), and is therefore not subject to further review under 6 NYCRR Part 617.

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