

DRAFT

**TOWN BOARD
OF THE
TOWN OF COEYMANS
February 10, 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. Public Hearing**
 - 4.1. Proposed Local Law #2 of 2022 – Changing Supervisors Term of office to 4 years
- 5. Public Announcements**
 - 5.1. COVID Update
 - 5.2. Town Hall closed February 21, 2022
- 6. Old Business**
 - 6.1. Sewer/Water District Expansion
 - 6.2. Coeymans Landing Park Upgrades
 - 6.3. Park Lavatory Facilities – Riverfront/Joralemon
 - 6.4. Broadband Expansion – Starr Road/Bushendorf Road
- 7. New Business**
 - 7.1. Bethlehem Chamber of Commerce Meeting
 - 7.2. Broadband Coverage in Coeymans
 - 7.3. Town Hall Project
 - 7.4. Special Meeting – March 4, 2022 at 6:00p.m.(Motion)
- 8. Resolutions**
 - 8.1. Authorize Hiring Part time Clerk to Sewer Department
 - 8.2. Authorize Supervisor to execute Lease Agreement (Highway Garage)
 - 8.3. 2021 Budget Transfer
 - 8.4. 2022 Budget Transfer
 - 8.5. Authorize Supervisor to execute 2022 Albany County ALS Agreement
 - 8.6. Authorize Supervisor to award Highway Tractor Purchase (Sealed Bid)
 - 8.7. Schedule Annual Audit Meeting for 2021 – February 19, 2022 @ 9:00a.m.
 - 8.8. Resolution to correct Local Law numbering
- 9. Upcoming Meetings**
 - 9.1. Special Meeting – Annual Audit, February 19, 2022 @ 9:00a.m.
 - 9.1. Town Board Meeting - February 24, 2022 @ 6:00pm
 - 9.2. Planning Board/ZBA Meeting – February 14, 2022 @ 7:00pm
- 10. Public Comment**
- 11. Adjourn**

Agenda subject to change

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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 February 10, 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 Sewer Department is desirous of hiring a part time Clerk 1 in the Sewer Department.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Deanna Fink as a part time Clerk 1 in the Sewer Department effective January 18, 2022 at a rate of \$16.20 per hour.

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

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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 entered into a lease agreement with Mrs. Maria Bowers dated February 17, 2012 for Highway Department use which has expired as of December 21, 2021; and

WHEREAS, both parties wish to extend the aforementioned lease till December 31, 2024 and all other terms and conditions of the February 17, 2012 Lease Agreement shall remain in full force and effect for the renewal term.

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Coeymans does hereby authorize Supervisor George D. McHugh to sign the lease extension agreement with an expiration date of December 31, 2024.

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

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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 Chief Fiscal Officer has determined that in order to maintain proper balances within various accounts, a number of inter fund transfers are necessary;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor George D. McHugh to transfer the funds as depicted below for the Budget Year 2021:

GENERAL FUND (A)

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$ 0.08	(A) 1220.1 Supervisor Personal Serv.	(A) 1010.1 Town Board Personal Serv.
\$ 4,712.13	(A) 1220.1 Supervisor Personal Serv.	(A) 1220.4 Supervisor Contractual
\$ 639.15	(A) 1220.1 Supervisor Personal Serv.	(A) 1430.1 Human Resources Personal Serv.
\$ 438.72	(A) 1220.1 Supervisor Personal Serv.	(A) 1430.4 Human Resources Contractual
\$ 1,267.29	(A) 1220.1 Supervisor Personal Serv.	(A) 1620.4 Town Hall Contractual
\$ 1,408.83	(A) 1220.1 Supervisor Personal Serv.	(A) 1650.4 Central Communication Cont.
\$ 300.19	(A) 1220.1 Supervisor Personal Serv.	(A) 1670.4 Central Printing & Mailing
\$ 18,082.98	(A) 1990.4 Contingency Contractual	(A) 3120.11 Chief Personal Services
\$ 27,366.79	(A) 1990.4 Contingency Contractual	(A) 3120.4 Law Enforcement Contractual
\$ 7,168.68	(A) 1990.4 Contingency Contractual	(A) 5010.1 Highway Superintendent Personal Serv.
\$ 66.21	(A) 1990.4 Contingency Contractual	(A) 5010.4 Highway Superintendent Cont.
\$ 4,157.60	(A) 1990.4 Contingency Contractual	(A) 7110.4 Parks Contractual
\$ 199.37	(A) 1220.1 Supervisor Personal Serv.	(A) 8090.1 Leachate Personal Services

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\$1,144.15 (A) 1220.1 Supervisor Personal Serv. (A) 8090.4 Leachate Contractual
\$ 0.10 (A) 1220.1 Supervisor Personal Serv. (A) 8668.1 Grant Writer Personal Serv.

PART TOWN FUND (B)

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$ 1,500.00	(B) 8140.4 Storm Water Contractual	(B) 1420.4 Attorney Contractual
\$ 113.79	(B) 8140.4 Storm Water Contractual	(B) 1660.4 Central Store Room
\$ 5,241.26	(B) 8140.4 Storm Water Contractual	(B) 5182.4 Street Lighting Contractual
\$ 8,556.00	(B) 5410.4 Sidewalk Contractual	(B) 9010.8 NYS Retirement
\$ 43.75	(B) 8140.4 Sidewalk Contractual	(B) 9045.8 Life Insurance
\$ 245.99	(B) 8140.4 Sidewalk Contractual	(B) 9060.8 Health & Medical Insurance
\$ 218.72	(B) 8140.4 Sidewalk Contractual	(B) 9070.8 Dental Insurance

HIGHWAY FUND TOWN WIDE (DA)

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$ 1,734.90	(DA) 5110.4 General Repairs Personal Serv.	(DA) 5130.3 Machinery Rental
\$ 265.10	(DA) 5142.4 Snow Removal Contractual	(DA) 5130.3 Machinery Rental

HIGHWAY FUND PART TOWN (DB)

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$ 406.93	(DB) 5110.4 General Repair Personal Serv.	(DB) 5130.2 Machinery Equipment
\$ 12,603.95	(DB) 5142.4 Snow Removal Personal Serv.	(DB) 5130.4 Machinery Contractual
\$ 26,001.00	(DB) 5142.4 Snow Removal Personal Serv.	(DB) 9010.8 NYS Retirement
\$ 105.45	(DB) 5110.4 Snow Removal Personal Serv.	(DB) 9045.8 Life Insurance
\$ 54.28	(DB) 5110.4 Snow Removal Personal Serv.	(DB) 9055.8 Disability Insurance
\$ 640.94	(DB) 5110.4 Snow Removal Personal Serv.	(DB) 9070.8 Dental Insurance

SEWER FUND (SS)

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<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$ 4,062.66	(SS) 8120.4 Sewage Collection System Personal Serv.	(SS) 8130.4 Contractual (Joint)
\$26,190.77	(SS) 8120.4 Sewage Collection System Contractual	(SS) 8130.4 Contractual (Joint)
\$19,290.23	(SS) 8130.1 Sewer Treatment Personal Serv.	(SS) 8130.4 Contractual (Joint)
\$ 1,582.00	(SS) 9040.8 Worker's Comp.	(SS) 8130.4 Contractual (Joint)
\$ 3,907.23	(SS) 9055.8 Disability Insurance	(SS) 8130.4 Contractual (Joint)
\$ 6,614.22	(SS) 9060.8 Medical/Hospital Insurance	(SS) 8130.4 Contractual (Joint)
\$ 82.72	(SS) 9060.8 Medical/Hospital Insurance	(SS) 9045.8 Life Insurance
\$ 548.00	(SS) 9060.8 Medical/Hospital Insurance	(SS) 9070.8 Dental Insurance
\$ 633.79	(SS) 9060.8 Medical/Hospital Insurance	(SS) 9010.8 NYS Retirement
\$ 295.00	(SS) 9089.8 Other Employee Benefit	(SS) 9010.8 NYS Retirement

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

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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 Chief Fiscal Officer has determined that in order to maintain proper balances within an account in the General (A) Fund a transfer is necessary and,

WHEREAS, the Chief Fiscal Officer is desirous of transferring funds between certain accounts within the General (A) Fund for Budget year 2022.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor George D. McHugh to make the following transfer to the 2022 budget as depicted below.

General Fund (A)

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$40,500.00	(A)3120.2 Law Enforcement Equipment	(A) 1990.4 Contingency

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

WHEREAS, the Town of Coeymans wishes to participate in the County's Emergency Medical Services Program to provide Advanced Life Support services; and

WHEREAS, a new contract is in place for Advanced Life Support services with the Albany County Sheriff's Office for the period of January 1, 2022 through December 31, 2022;

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Coeymans hereby authorizes Supervisor George D. McHugh, to execute the contract for Advanced Life Support Services with the Albany County Sheriff's Office.

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

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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, notice of invitation for sealed bids for the purchase or lease with a purchase option of a used tractor with cab and loader was duly advertised; and

WHEREAS, all responses received to said bid were received, opened and read aloud on the date and time advertised in the notice; and

WHEREAS, a sole bid was submitted by Wm Biers, Inc. with a purchase price of \$65,000.00 and an option to lease at \$2,000 per month with 100% lease rate towards the purchase price; and

NOW, THEREFORE, BE IT RESOLVED, upon the recommendation of the Town Highway Superintendent, the bid for a used tractor with cab and loader is hereby awarded to the lowest responsible bidder, Wm Biers, Inc., 100 Port Street, Albany, NY 12202 and the Town Board authorizes the purchase of said equipment in the amount of \$65,000.00. The Town Clerk is directed to transmit the notice of award and the Town Supervisor is authorized to enter into a purchase contract.

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

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Linda S. Bruno	<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 Board must complete or have completed an audit, in accordance with section 123 of Town Law, of all Town Officials that handle cash, and

WHEREAS, the Town Board has adopted an audit procedure, based on the Local Management Guide, Fiscal Oversight Responsibilities, published by the State of New York Office of the State Comptroller, on January 23, 2020, to be applied to the records of each Town Official that handles cash,

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Coeymans does hereby authorize the Town Clerk to provide Notice that the Town Board of the Town of Coeymans shall conduct a special meeting on February 19, 2022 at 9:00 a.m. at Town Hall, 18 Russell Avenue, Ravena, New York 12143.

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

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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, on November 22, 2021 the Town Board passed Resolution 183-2021 adopting a local law pursuant to the Marihuana Regulation and Taxation Act opting out of licensing and establishing on-site cannabis consumption establishments within the Town of Coeymans outside of the Village of Ravena and subject to permissive referendum pursuant to Cannabis Law § 131; and

WHEREAS, the New York State Department of State has advised the Town that the local law shall be numbered Local Law 1 of 2022 as the said law became effective in 2022 following the 45-day permissive referendum period;

NOW, THEREFORE BE IT RESOLVED, that the Town of Coeymans' local law opting-out of the of the licensing of on-site cannabis consumption sites pursuant to the Marihuana Regulation and Taxation Act adopted by Resolution 183-2021 shall be known as Local Law No. 1 of 2022; and

BE IT FURTHER RESOLVED that the Town of Coeymans' proposed local law changing the term of the Town Supervisor from two years to four years shall be known as Proposed Local Law No. 2 of 2022.

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