

DRAFT

**TOWN BOARD
OF THE
TOWN OF COEYMANS**

**August 25, 2022
Town Board Meeting 6:00 p.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 Announcements**
 - 4.1. Uchenna Uba- State Champion
 - 4.2. Riverfest 2022
 - 4.3. Sausage & Pepper Dinner August 30, 2022
 - 4.4. Operation Recognition
- 5. Approval of Meeting Minutes**
 - 5.1. July 14, 2022
 - 5.2. July 28, 2022
- 6. Supervisors Report**
 - 6.1. Supervisor's Report for July
- 7. Department Reports**
 - 7.1. Clerk Report for July 2022
 - 7.2. Police Department Report for July 2022
 - 7.3. Building Department Report for July 2022
 - 7.4. Sewer Department Report for July 2022
 - 7.5. Highway Department Report for July 2022
- 8. Old Business**
 - 8.1. Coeymans Landing Park Project Update
 - 8.2. Broadband Expansion Project Update
 - 8.3. Open Development Request - Fagan/DiPierro
- 9. New Business**
 - 9.1. Town Hall Mold Assessment Proposal
- 10. Resolutions**
 - 10.1. Authorize Supervisor to Execute JCAP Grant
 - 10.2. Authorize Supervisor to Execute ACSO Training Agreement
 - 10.3. Authorize Supervisor to Execute CodeRed Agreement
 - 10.4. Authorize Supervisor to Execute Park Bathroom Construction Bid

Agenda subject to change

- 10.5. Authorize SEQRA as a Type II Action
- 10.6. Authorize Signing of MJ Proposal for Engineering Services (WIIA)
- 10.7. Authorize Payment of August Abstract of Claims
- 10.8. Appoint Part-Time Floater Clerk
- 10.9. Appoint Part-Time Police Officer
- 10.10. Accept Resignation of Highway Department Employee

11. Public Comment

12. Upcoming Meetings

- 12.1. Town Board meeting September 8, 2022
- 12.2. PB/ZBA meeting September 12, 2022

13. Adjourn

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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 August 25, 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"/>
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"/>
Stephen J. Schmitt	<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 Court is requesting authorization from the Town Board to apply for funding from the Justice Court Assistance Program during the upcoming 2023-2024 grant cycle.

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Coeymans authorizes the Town of Coeymans Town Court to apply for a JCAP grant in the 2023-2024 grant cycle up to \$30,000.00.

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 August 25, 2022 there were:

	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
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Stephen J. Schmitt	<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 Police Department must be able to perform Field Training for new hires as mandated by the Department of Criminal Justice Services.

WHEREAS, currently there are insufficiently trained staff within the Department to efficiently train new hires to the New York State standards in a timely manner.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize the Town Supervisor to enter into an agreement with the Albany County Sheriff’s Office to provide up to 75% of the required hours of Field Training required for both new hires and for Police Officers to law enforcement duties as required by the NYS Department of Criminal Justice Services without cost.

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

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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 August 25, 2022 there were:

	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
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Marisa J. Tutay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stephen J. Schmitt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Total

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

WHEREAS, The Town of Coeymans is desirous of entering into an agreement with Onsolve for the use of a CodeRED system; and

WHEREAS, Onsolve has submitted a quote for CodeRed services which would provide various ways to contact the community in the case of emergencies and special notices; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor George D. McHugh to enter into a three year agreement with Onsolve for CodeRed critical communication at a rate of \$4,845.00 per year.

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

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	<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"/>
Stephen J. Schmitt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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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:

**RESOLUTION AUTHORIZING ADVERTISEMENT OF SEALED BIDS FOR THE
CONSTRUCTION OF PUBLIC RESTROOMS AT COEYMANS LANDING AND
JORALEMON PARK**

WHEREAS, The Town Board of the Town of Coeymans seeks to receive sealed bids in accordance with General Municipal Law § 103 to construct public restroom facilities at Coeymans Landing and Joralemon Park. Each restroom will be approximately 543 square feet in size and will not be a conditioned space. The Coeymans Landing site already has existing utility services that will be extended to the new building. The Joralemon Park site has an existing septic system and well previously permitted and constructed and will be utilized as part of the new building. The total ground disturbance associated with both projects is less than one (1) acre; and

WHEREAS, the Town’s engineering consultant M.J. Engineering and Land Surveying, P.C. has prepared plans and specifications for the project that are ready to advertise for public bidding; and

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Coeymans hereby authorizes and direct the Town Clerk with the assistance of the Town’s Engineers to advertise for sealed bids for the construction of public restroom at Coeymans Landing and Joralemon Park 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 response bids shall be publicly opened and read aloud. The Town reserves the right to waive any informalities in the bid and to reject, in whole or in part, any or all bids.

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

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	<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"/>
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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:

**RESOLUTION CLASSIFYING COEYMANS LANDING AND JORALEMON PARK
RESTROOM PROJECT AS A TYPE II ACTION UNDER SEQRA**

WHEREAS, the Town Board of the Town of Coeymans intends to construct public restrooms at Coeymans Landing and Joralemon Park. Each restroom will be approximately 543 square feet in size and will not be a conditioned space. The Coeymans Landing site already has existing utility services that will be extended to the new building. The Joralemon Park site has an existing septic system and well previously permitted and constructed and will be utilized as part of the new building. The total ground disturbance associated with both projects is less than one (1) acre; and

WHEREAS, pursuant to the State Environmental Quality Review Act (SEQRA), 6 NYCRR Part 617.6(a), an agency proposing to undertake an action must determine whether the action is subject to the requirements of SEQRA; and

WHEREAS, under SEQRA 6 NYCRR Part 617.5(b)(9) the construction or expansion of a primary or accessory/appurtenant, non-residential structure or facility involving less than 4,000 square feet of gross floor area and not involving a change in zoning or a use variance and consistent with local land use controls is a Type II action that is not subject to review under SEQRA.

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Coeymans hereby determines that the project to construct public restrooms at Coeymans Landing and Joralemon Park constitutes a Type II action pursuant to the State Environmental Quality Review Act, 6 NYCRR Part 617, and, therefore, no additional environmental review is required.

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

At a Meeting of the Town Board of the Town of Coeymans, at Town Hall, 18 Russell Avenue, Ravena, New York, on August 25, 2022 there were:

<div><div>DRAFT</div></div>	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
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Stephen J. Schmitt	<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 of the Town of Coeymans is desirous of creating a master plan for Sanitary Sewer Improvements and technical materials for NYSEFC Water Infrastructure Improvement Grant application; and

WHEREAS, M.J. Engineering and Land Surveying P.C. has provided a proposal for architectural and Engineering Services for the Sanitary Sewer Master Plan in the amount of \$3,500.00.

NOW THEREFORE, BE IT RESOLVED, the Town Board of the Town of Coeymans does hereby authorize Supervisor George D. McHugh to sign the proposal for Architectural and Engineering Services provided by M.J. Engineering and Land Surveying, P.C.

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

At a Meeting of the Town Board of the Town of Coeymans, at Town Hall, 18 Russell Avenue, Ravena, New York, on August 25, 2022 there were:

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	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
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<i>Total</i>					

I, Council member _____ 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 August 2022, as follows:

PRE-PAID VOUCHERS –22-01147 to 22-01172, 22-01177 to 22-01211, 22-01216 to 22-01232 and P22-049 to P22-060from the following funds:

General	\$ 131,751.52
Part Town	\$ 429,953.90
Highway – Town Wide	\$ 19,011.21
Highway – Part Town	\$ 46,367.50
Sewer	\$ 18,148.01
Trust & Agency	\$ 38,321.25
H-39 Capital Projects	\$ 338,675.00
Payroll Deductions	\$ 4,674.45

VOUCHER NUMBERS –22-01233 to 22-01308 from the following funds:

General	\$ 193,927.05
Part Town	\$ 147.84
Highway -Town Wide	\$ 4,101.76
Highway – Part Town	\$ 8,974.36
Sewer	\$ 9,454.88

TOTAL FOR ALL FUNDS – \$ 1,243,508.73

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

Resolution # 150-22

DRAFT

At a Meeting of the Town Board of the Town of Coeymans, at Town Hall, 18 Russell Avenue, Ravena, New York, on August 25, 2022 there were:

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Stephen J. Schmitt	<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 is desirous of hiring a part-time Floater Clerk to assist in various departments as needed; and

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Melissa Saccoccie as a part-time Clerk, at an hourly rate of \$16.20, on an as-needed basis, effective immediately.

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

Resolution # 151-22

DRAFT

At a Meeting of the Town Board of the Town of Coeymans, at Town Hall, 18 Russell Avenue, Ravena, New York, on August 25, 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"/>
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"/>
Stephen J. Schmitt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Total

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

WHEREAS, The Town of Coeymans Police Department has an existing vacancy for a part time Officer due to the recent retirement of Officer Robert Griffith

WHEREAS, A suitable candidate who possesses more than 18 years of police experience has been identified and a successful background investigation has been completed with positive results and recommendations made to the Chief of Police.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Jeffrey LaChappelle to the position of Part Time Police Officer for the Town of Coeymans Police Department at a starting hourly rate of \$32.10 per hour.

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

Resolution # 152-22

At a Meeting of the Town Board of
the Town of Coeymans, at Town Hall,
18 Russell Avenue, Ravena, New York,
on August 25, 2022 there were:

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George D. McHugh	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Stephen J. Schmitt	<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, a written letter of resignation was received by the Town of Coeymans on August 24, 2022 from Highway Department laborer Sean Dwyer; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby accept the resignation of Highway Department Laborer Sean Dwyer effective September 8, 2022.

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