**A Town Board Meeting was held Saturday, January 2nd, 2023 at12:00pm at Town Hall, 18 Russell Avenue, Ravena, New York**

**PRESENT:** George D. McHugh, Supervisor

Brandon L. LeFevre, Council member
 Linda S. Bruno, Council member

Marisa J. Tutay, Council Member
 Stephen J. Schmitt, Council member

**ALSO PRESENT:** Candace McHugh, Town Clerk

 Daniel Baker, Highway Superintendent

Supervisor McHugh opened the meeting and led the audience in the Pledge of Allegiance. He stated that a full Board was present. Council member Bruno led the room in prayer.

1st order of business was to swear in newly elected officers.

 Linda T. Eissing was sworn in by Justice Thomas M. Frese as Town Justice.

Candace McHugh was sworn in by Justice Thomas M. Frese as Coeymans Town Clerk.

Marisa Tutay was sworn in by Justice Eissing as Coeymans Council Member for a 1-year term.

Stephen Schmitt was sworn in by Justice Eissing as Coeymans Council Member for a 3-year term.

Daniel D. Baker was sworn in by Justice Eissing as Coeymans Superintendent of Highways for a 3-year term.

**Resolutions**

**Resolution #001-23 Adopt Meeting Rules**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

 **WHEREAS**, the Town Board is desirous of establishing Meeting Rules for the respectful and proper conduct of the Town Board Meetings, a copy of which is hereby attached;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby adopt the proposed Town of Coeymans Meeting Rules dated January 2, 2023, which shall take effect immediately.

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

**TOWN OF COEYMANS MEETING RULES**

(1) Speakers must give their name and address during the Town Board Meeting and must address their remarks to the Board as a body and not to any member thereof.

(2) Speakers must be recognized by the presiding officer and must limit their remarks to three minutes. Speakers may not yield any remaining time to another speaker.

(3) Any person speaking to the Board with the consent of the Supervisor shall address their remarks to the Board, not to other members of audience in the form of a debate.

(4) Comments must relate to the current agenda item being discussed at the Board meeting or legitimate Town business during the Public Comment period.

(5) Speakers should present their remarks in a courteous manner and may not make disparaging remarks or personal comments about public officials, town residents or others. Speakers will observe the commonly rules of courtesy, decorum, dignity, and good taste with no cursing, swearing, clapping, booing, finger-pointing, bullying, whispering, or talking that disrupts the proceedings of the business of the Town Board.

(6) Any speaker who disregards the directives of the presiding officer in enforcing the rules, disturbs the peace at a meeting, makes impertinent or slanderous remarks, or generally conducts themselves in an inappropriate manner, shall be barred from further participation and will forfeit any balance of time remaining for their comments.

(7) After a final warning, if a speaker willfully refuses to step down, the Town Supervisor, or Presiding Officer shall contact the appropriate authorities to remove the speaker from the meeting room and to restore order.

(8) The Town Supervisor, or in his absence, the Presiding Officer shall take all necessary steps to ensure compliance with these rules.

**Resolution #002-23 Establish Town Board Meeting Dates**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS**, the Town Board is desirous of scheduling meetings of the Town Board for calendar year 2023;

**NOW THEREFORE BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby set the following dates for the Town Board meetings for 2023. Please note that the meetings will commence at 6:00 PM.

January 12th & 26th July 13th & 27th

February 9th & 23rd August 10th & 24th

March 9th & 23rd September 14th & 28th

April 13th & 27th October 12th\* & 26th

May 11th & 25th November 9th & 20th

June 8th & 22nd December 14th & 28th

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

**Resolution #003-23 Establish Holiday Observances**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the Town Board of the Town of Coeymans is desirous of designating Holidays to be observed by the employees of the Town of Coeymans;

**NOW THEREFORE BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby designate the following holidays for 2023 for employees not covered by union contracts. Holiday schedules for covered employee are pursuant to active agreements in force.

 January 2nd - New Year’s Day (Observed)

 January 16th - Martin Luther King Day

 February 20th - President’s Day

 May 29th - Memorial Day

 June 19th - Juneteenth

 July 4th - Independence Day

 September 4th - Labor Day

 October 9th - Columbus Day

 November 7th - Election Day

 November 10th - Veterans Day (Observed)

 November 23rd - Thanksgiving Day

 November 24th - Day after Thanksgiving

 December 25th - Christmas Day

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

**Resolution #004-23 Authorize Execution of Union Agreement**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[ ] [ ] [ ] [ ] [ ]
| Brandon L. LeFevre |[ ] [ ] [ ] [ ] [ ]
| Linda S. Bruno |[ ] [ ] [ ] [ ] [ ]
| Marisa J. Tutay |[ ] [ ] [ ] [ ] [ ]
| Stephen J. Schmitt |[ ] [ ] [ ] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**NOW THEREFORE BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby authorize Supervisor George D. McHugh to execute all agreements between the Town of Coeymans and contractual employees, CSEA and Council 82.

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

**Resolution #005-23 Establish PB/ZBA Meeting Dates**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS**, the Town Board is desirous of scheduling meetings of the Town Planning Board/Zoning Board of Appeals for calendar year 2023;

**NOW THEREFORE BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby set the following dates for the Planning Board/Zoning Board of Appeals for 2023. Please note that the meetings will commence at 7:00 PM.

January 9th & 25th July 10th & 26th

February 13th & 22nd August 14th & 23rd

March 13th & 22nd September 11th & 27th

April 10th & 26th October 10th & 25th

May 8th & 24th November 13th & 22nd

June 12th & 28th December 11th & 27th

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

**Resolution #006-23 Adopt Procurement Policy**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS**, the Town Board of the Town of Coeymans has established a Town Procurement Policy for the efficient, lawful and proper procurement of goods and services, consistent with the General Municipal Law,

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby adopt the Town of Coeymans Procurement Policy Dated January 2, 2023, to be followed by all Town Departments for the procurement of goods and services.

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

**Resolution #007-23 Depository of Funds**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the Town Board of the Town of Coeymans is desirous of naming a depository of funds; and

**NOW THEREFORE BE IT RESOLVED,** that the Town Board of the Town of Coeymans, pursuant to Town Law, § 64 (1), 20 and 35, that The National Bank of Coxsackie, The Bank of Greene County or any other bank or depository authorized by the State of New York, be designated as the depository of all funds of the Town of Coeymans. In addition, the Town Board directs that all Town officials responsible for monies are hereby required to deposit said monies into said depository.

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

**Resolution #008-23 Investment Policy**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS**, all towns must adopt an Investment Policy according to the State Comptroller’s Office and General Municipal Law, and

**WHEREAS**, the “Investment Policy” shall be reviewed on an annual basis and shall be adopted at the Annual Organizational Meeting,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby adopt the attached Investment Policy for the year 2023.

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

**Resolution #009-23 Advance Payment of Audits of Claims**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the Town Board of the Town of Coeymans is desirous of authorizing the prepayment of certain expenses as they become due;

**NOW THEREFORE BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby authorize the payment in advance of audit claims for public utility services, telephone, postage, freight and express charges, lease and maintenance agreements, and any other prepayments that would result in penalties against the Town of Coeymans. In addition, all payroll and employee benefits payable and due at specific times.

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

**Resolution #010-23 Official News Paper**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the Town Board of the Town of Coeymans is desirous of designating the official newspaper of the Town of Coeymans for legal and public notice requirements;

**NOW THEREFORE BE IT RESOLVED,** that the Town Board, of the Town of Coeymans, pursuant to §64, Subdivision 11 of the Town Law, designates ***The Times Union*,** a newspaper regularly published in the Town of Coeymans, County of Albany, the official newspaper of the Town of Coeymans

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

**Resolution #011-23 Establish Mileage Rate**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the Town Board of the Town of Coeymans is desirous of establishing a mileage reimbursement rate for town employees that may occasionally use their personal vehicles for town business;

**NOW THEREFORE BE IT RESOLVED,** that the Town Board of the Town of Coeymans, pursuant to Section 102, Subdivision 1 of the Town Law, establishes the rate of **65.5 cents** per mile for the authorized use of personal vehicles by Town employees in the performance of their duties based on the Internal Revenue Service rate for 2023.

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

**Resolution #012-23 Association of Town Pre Registration**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the Association of Towns of New York has developed an in-office pre-registration procedure for the 2023 Annual Meeting, and

**WHEREAS,** the Association of Towns has offered a preferential pre-registration rate of $100 per person, and

**WHEREAS,** the Town Board of the Town of Coeymans authorizes Supervisor George D. McHugh to take advantage of the preferential pre-registration rate of $150 per person,

**NOW, THEREFORE, BE IT RESOLVED,** that all elected officials specifically authorized by the Town Board may attend the Association of Towns Annual Meeting & Training School All-Virtual Educational and Networking Event on February 19-22, 2023.

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

**Resolution #013-23 Appoint Association of Towns Meeting Delegates**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS**, in order to establish eligibility and credentials to vote at the 2023 Business Session for the Association of Towns Convention a delegate and alternate must be designated;

**NOW THEREFORE BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby appoint Supervisor George D. McHugh as delegate for the Town of Coeymans at the Association of Towns Convention, February 19-22, 2023.

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

**Resolution #014-23 Appoint Administrator of Access**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the Town Board of the Town of Coeymans, does hereby have an agreement with Mid-Hudson Cablevision to provide public access programming directly from the Town Building located at 18 Russell Avenue, Ravena, New York.

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby appoint William Horton and George Palmer as the Administrators of Access for the purpose of coordinating programming and overseeing individuals involved in the telecasting of approved programs, at a rate of $75.00 per televised meeting.

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

**Resolution #015-23 Appoint Civil Defense Director**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** with the retirement of William Bruno, a vacancy exists within the title of Civil Defense Director; and

 **NOW THEREFORE BE IT RESOLVED,** that the Town Board of the Town of Coeymans, does hereby appoint Dominic Bruno as the Civil Defense Director the for the Town of Coeymans for a term to expire on December 31, 2023. Compensation for this position is $1,500.00 per year.

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

**Resolution #016-23 Appoint Deputy Town Clerk**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** Town Clerk Candace McHugh**,** pursuant to Chapter 280 of the Laws of 2007, which became effective on July 18, 2007, is desirous of appointing an individual to the 1st Deputy Town Clerk position; and

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans hereby acknowledges the Town Clerk’s appointment of Sherle Slingerland as 1st Deputy Town Clerk. This appointment is for a term to expire on December 31, 2023.

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

**Resolution #017-23 Appoint Town Historian**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the Town Board of the Town of Coeymans is desirous of appointing a Town Historian for the Town of Coeymans; and

**WHEREAS,** Joseph Boehlke, a town resident and also President of the Ravena Coeymans Historical Society has expressed interest in serving as the Town of Coeymans Town Historian;

**NOW THEREFORE BE IT RESOLVED,** that the Town Board of the Town of Coeymans, does hereby appoint Joseph Boehlke, Town Historian for the Town of Coeymans, for a term to expire on December 31, 2023. Compensation for this position is $750.00 per year

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

**Resolution #018-23 Appoint Town Attorney**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the Town wishes to retain the services of an attorney to render legal advice to the Town Board through December 31, 2023, and

**NOW, THEREFORE, BE IT RESOLVED**, that Dreyer Boyajian LLP is hereby to be retained as Attorneys for the Town of Coeymans pursuant to a Letter of Engagement for Professional Legal Services dated January 1, 2023, which provides for an annual retainer fee of $32,960.00; and that the Town Supervisor is hereby authorized to execute said agreement.

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

**Resolution #019-23 Appoint Planning Board/Zoning Board of Appeals Member (Stanton)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** a vacancy exists on the Town of Coeymans Planning Board/ Zoning Board of Appeals; and

**WHEREAS**, current Planning Board/ Zoning Board of Appeals Alternate, Melissa Stanton has proven to be a valuable asset to the board and meets or exceeds the qualification requirements for said position;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby appoint Melissa Stanton as Member effective January 2nd, 2023 through December 31st, 2024.

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

**Resolution #020-23 Appoint Planning Board/Zoning Board Member (Boomer)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the term of Nathan Boomer, Member of the Town of Coeymans Planning Board/Zoning Board of Appeals has expired on December 31, 2022, and

**WHEREAS,** the Town Board has determined his service on this board to be of value to the town, and

**WHEREAS,** Mr. Boomer has expressed an interest in retaining a seat as a Member of the Planning Board/ Zoning Board of Appeals,

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby reappoint Nathan Boomer to a seven-year term as a Member of the Planning Board/ Zoning Board of Appeals to expire December 31, 2029.

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

**Resolution #021-23 Appoint Planning Board/ Zoning Board of Appeals Counsel**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the Town Board of the Town of Coeymans is desirous of retaining attorney Andrew Brick, Esq. services as legal counsel to the Planning Board/ Zoning Board of Appeals;

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby appoint Andrew Brick, Esq. to serve as legal counsel to the Planning Board/ Zoning Board of Appeals for a yearly fee of $12,000.00 contingent upon meeting attendance, payable by monthly voucher submission, expiring December 31, 2023; and

**BE IT FURTHER RESOLVED,** that Mr. Brick be compensated at the rate of $300 per hour (in addition to the monthly retainer) for any special projects which require extensive legal research communications or written opinions.

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

**Resolution #022-23 Appoint Planning Board/ Zoning Board of Appeals Chairman**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the Town Board of the Town of Coeymans is desirous of appointing a Chairperson of the Planning Board/Zoning Board of Appeals; and

**WHEREAS,** Planning Board/Zoning Board of Appeals member Robert Nolan has expressed interest in being reappointed as Chairperson of the Planning Board/Zoning Board of Appeals;

**NOW THEREFORE BE IT RESOLVED,** that the Town Board of the Town of Coeymans, does hereby reappoint Robert Nolan as Chairperson of the Planning Board/Zoning Board of Appeals for a one-year term to expire December 31, 2023.

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

**Resolution #023-23 Appoint Marriage Officer**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS**, the Town Board of the Town of Coeymans is desirous of appointing a Marriage Officer; and

 **WHEREAS**, former Justice of the Peace and town resident Virginia Pearson has expressed interest in being reappointed as the Town of Coeymans Marriage Officer;

**NOW THEREFORE BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby appoint Virginia Pearson as Marriage Officer for the Town of Coeymans with the responsibilities as determined by Town Law. This appointment expires December 31, 2023.

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

**Resolution #024-23 Affirmation of Board of Assessment Review**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

 **WHEREAS,** the Town Board of the Town of Coeymans adopted local law entitled “Board of Assessment Review” pursuant to the authority granted under the Real Property Tax Law § 523 and Sections 10 and 20 of the Municipal Home Rule Law;

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board of the Town of Coeymans does hereby appoint the following to the Board of Assessment Review:

Neil Porlier -Term to Expire September 30th, 2023

Alfonzo Visconti - Term to Expire September 30th, 2024

David Kunz - Term to Expire September 30th, 2026

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

**Resolution #025-23 Appoint Dog Control Officer**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

 **WHEREAS,** the Town Board is desirous of appointing a Dog Control Officer for the Town of Coeymans;

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby appoint Meghan O’Brien Loran as Dog Control Officer for the Town of Coeymans, at an annual salary of $5,000.00, effective January 2, 2023. This appointment is for a term to expire on December 31, 2023.

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

**Resolution #026-23 Appoint Emergency Management Committee**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the Town of Coeymans Emergency Management Committee has an Emergency Management Plan to be implemented at the time of specific incidents of events which may result in severe or extensive damage, loss of property, casualties, deaths and/or disruption of the normal everyday routine of our specific geographic area; and

**WHEREAS,** the success of this plan depends on the cooperation and coordination of a number of individuals and organizations;

**NOW, THEREFORE, BE IT RESOLVED,** that the following will be participating and contributing agencies: Coeymans Fire Company, Coeymans Hollow Fire Corporation, Town of Coeymans Police Department, Ravena Hose Company, Ravena Rescue Squad, Coeymans Highway Department and Ravena Department of Public Works; and

**BE IT FURTHER RESOLVED that** the Committee shall consist of the following for a period ending December 31, 2023:

 Dominic Bruno, Chairman, Town of Coeymans

 Marc Tryon, Chief, Emergency Operations Director

 Mark Deyo, Coeymans Fire Company #1

 Steven Payne, Coeymans Hollow Volunteer Fire Corporation

 Kevin Phillips, Ravena Hose Company

 Brian Dunican Jr., Ravena Rescue Squad

 Daniel Baker, Highway Superintendent

 George D. McHugh, Ad Hoc Member

 Henry Traver, Village of Ravena DPW

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

**Resolution #027-23 Appoint Ethics Committee**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the Town Board wishes to continue the work of the Ethics Committee,

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans hereby appoints Heather Collins, Patricia M. Grogan, and Delores Martinez to the Ethics Committee with terms to expire December 31, 2023.

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

**Resolution #028-23 Appoint Prosecutor of Tickets**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the Town Board of the Town of Coeymans is desirous of appointing a Town Prosecutor to prosecute matters on behalf of the town in the Coeymans Justice Court;

**NOW THEREFORE BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby appoint Kenneth McGuire, Esq. to serve as Prosecutor for Town related matters for the 2023 calendar year, at an annual rate of $14,000, payable by monthly voucher submissions, as follows:

 $5,500 per year – Traffic tickets issued by the Town of Coeymans Police Officers

 to the Town of Coeymans Court

 $5,500 per year – Traffic tickets issued by the New York State Police and the Albany

 Albany County Sheriff’s Office to the Town of Coeymans Court

 $3,000 per year - Town Code/Penal Law trial matters

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

**Resolution #029-23 Appoint Town Budget Officer**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the Town Board of the Town of Coeymans is desirous of appointing a Budget Officer whose duties and responsibilities shall be consistent with Town Law;

**NOW THEREFORE BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby appoint George D. McHugh as Town Budget Officer at an annual rate of $15,000.00. This appointment is for a term to expire on December 31, 2023.

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

**Resolution #030-23 Appoint Registrar of Vital Statistics**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the Town Board of the Town of Coeymans is desirous of appointing a Registrar of Vital Statistics and a Deputy Registrar of Vital Statistics, consistent with Town Law;

**NOW THEREFORE BE IT RESOLVED,** that the town Board of the Town of Coeymans does hereby appoint Candace McHugh as Registrar of Vital Statistics for an annual stipend of $500.00 effective January 2nd, 2023 with the term to expire December 31, 2023; and

**BE IT FURTHER RESOLVED,** that the Town Board of the Town of Coeymans does hereby appoint Sherle Slingerland as the Deputy Registrar of Vital Statistics for an annual stipend of $500.00 effective with the term to expire on December 31, 2023.

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

**Resolution #031-23 Authorization of Undertaking**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

 **WHEREAS,** Public Officers Law Section 11 and Town Law Section 25 require that the Supervisor, Town Clerk, Justices, Superintendent of Highways and such other officers and employees as the Town Board may identify, execute and file in the office of the Town Clerk, County Clerk and/or the Office of Court Administration, as appropriate, an official undertaking conditioned for the faithful performance of their duties, and

**WHEREAS,** the Town Board has determined that a surety company authorized to transact business in the State of New York should execute the aforementioned undertaking and the expense thereof shall be an authorized charge against the Town,

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans directs the acquisition of such undertaking pursuant to the above stipulations.

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

**Resolution #032-23 Authorize Supervisor to Execute Agreement with Ravena Rescue Squad**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

 **WHEREAS**, the Town is permitted by virtue of section 122-b of the General Municipal Law of the State of New York to provide emergency ambulance service for the purpose of treating and transporting sick and injured persons found within its boundaries to an acute care hospital; and

**WHEREAS**, the Town is desirous of entering into an agreement providing such ambulance service to the Town of Coeymans pursuant to said provisions of law; and

**WHEREAS**, the Ravena Rescue Squad has trained and experienced personnel and is certified by the NYS Department of Health as an ambulance service; and

**WHEREAS**, the Ravena Rescue Squad is desirous of furnishing emergency medical services to said Town under the terms and conditions set forth in the Emergency Medical Services Agreement 2023;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Coeymans hereby authorizes Supervisor George D. McHugh to execute said Emergency Medical Services Agreement 2023 this date January 2, 2023, not to exceed the budgeted amount of $100,000.00.

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

**Resolution #033-23 Appoint Deputy Supervisor**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

 **WHEREAS**, pursuant to Town Law §42, the Town Board may establish the office of Deputy Supervisor at any time; and

**WHEREAS**, the Town Supervisor is desirous of re-establishing the office of Deputy Supervisor, and appointing an individual to fill that position to exercise all the powers and duties authorized under State and Town law; and

 **NOW, THEREFORE BE IT RESOLVED**, that the Town Board of the Town of Coeymans does hereby establish the office of Deputy Supervisor in the Town of Coeymans, effective immediately; and

**BE IT FURTHER RESOLVED**, that the Town Board hereby acknowledges that the Town Supervisor appoints Council Member Brandon L. LeFevre to the position of Deputy Supervisor effective immediately; and

**BE IT FURTHER RESOLVED**, that the Town Board hereby authorizes an additional annual stipend of $3,500.00 to Council Member Brandon L. LeFevre for services performed while serving in the position of Deputy Town Supervisor.

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

At this time Council Member Brandon L. LeFevre was sworn in by Supervisor George D. McHugh as the Deputy Supervisor for the Town of Coeymans.

**Resolution #034-23 Authorization of Day-to-Day Administration to the Supervisor**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** it is not practical for the entire five (5) member Town Board to manage the day-to-day administration and supervision of the town and its employees;

**NOW THEREFORE BE IT RESOLVED**, pursuant to Town Law Article III §29 (16) of the laws of the state of New York, the Town Board of the Town of Coeymans hereby authorizes and delegates to the Town Supervisor the powers and duties of day-to-day administration and supervision of all Town and special improvement district facilities and employees consistent with, and in furtherance of, any and all County, State, and Federal laws applicable thereto, and with any and all collective bargaining agreements, local laws, resolutions or policies heretofore or hereafter adopted by this Town Board.

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

**Resolution #035-23 Appoint Full Time Clerk to the Justices**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

 **WHEREAS,** the Town Board is desirous of filling a Full-Time vacancy in the Justice Court; and

**WHEREAS,** the recommended candidate has been forwarded to Albany County Civil Service for qualification review;

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby appoint Melissa Saccoccie to the position of Full-Time Clerk to the Justice at the rate that is consistent with the current CSEA contract effective January 2, 2023

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

**Resolution #036-23 Approval of Highway Superintendent Stipend**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS**, the Town Board of the Town of Coeymans has given additional duties to the Highway Superintendent, Daniel Baker, above and beyond his duties as Town Highway Superintendent, which includes, but is not limited to overseeing the Parks Department, Town Hall and Facilities maintenance, and Cemeteries maintenance;

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby approve an annual stipend of $12,500.00 to compensate for the additional duties that have been assigned to the Highway Superintendent, effective immediately.

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

**Resolution #037-23 Authorize Pre-Payment for 350th Celebration**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

 **WHEREAS,** the Town of Coeymans 350th Celebration will need to access funds for deposits on attractions; and

**WHEREAS,** the utilization of the Town of Coeymans regular disbursement process system would not provide timely availability of funds;

**NOW, THEREFORE BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby authorize pre-payment of the Town of Coeymans 350th Celebration expenditures.

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

**Resolution #038-23 Authorization of Employee Rates**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |[x] [ ] [x] [ ] [ ]
| Brandon L. LeFevre |[x] [ ] [x] [ ] [ ]
| Linda S. Bruno |[x] [ ] [x] [ ] [ ]
| Marisa J. Tutay |[x] [ ] [x] [ ] [ ]
| Stephen J. Schmitt |[x] [ ] [x] [ ] [ ]
| *Total* | 5 |  | 5 |  |  |

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

 **WHEREAS,** the Town Board has previously approved the 2023 Annual Budget for the Town of Coeymans, and

**WHEREAS**, the budget included appropriations for personal services for contractual and non-contractual employees,

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans authorizes the following employees for 2023 in accordance with labor contracts in effect and budgeted amounts for positions outside the scope of negotiated contracts:

EMPLOYEE RATES 2023

 Annual Hourly Rate/

Name Position Pay Periods Biweekly Salary

G. McHugh Supervisor 26 $1730.77

G. McHugh Budget Officer 26 $576.92

B. LeFevre Deputy Town Supervisor 26 $134.61

C. Morrow Confidential Secretary 26 $22.18

Floater Clerk 1 – P/T 26 $17.20

N. Chmielewski Clerk to the Supervisor 26 $29.44

Vacant Finance-Clerk 1 – P/T 26 $17.20

L. Ziegler HR-Clerk 1 - P/T 26 $20.70

Vacant HR-Clerk 1 - P/T 26 $17.20

S. Schmitt Council Member 26 $480.77

L. Bruno Council Member 26 $480.77

M. Tutay Council Member 26 $480.77

B. LeFevre Council Member 26 $480.77

T. Frese Justice 26 $961.50

L. Eissing Justice 26 $961.50

M. Saccoccie Clerk to the Justice 26 $21.58

H. Collins Clerk to the Justice 26 $22.92

C. McHugh Town Clerk 26 $2,000.00

S. Slingerland Deputy Town Clerk 26 $21.90

D. DeRose Assessor 26 $1,213.52

J. Billetts Clerk 1 - P/T 26 $17.20

N. LaMountain Assessment Aide – P/T 26 $17.20

K. Geraldsen Chief Sewer Treatment Plant Op. 26 $29.69

T. Searles Sewer Treatment Plant Op. 26 $27.29

T. Gillespie Sewer Treatment Plant Op. Trainee 26 $23.24

Vacant Clerk I – P/T 26 $17.20

D. Baker Highway Superintendent 26 $2365.38

D. Baker Parks/Town Hall/Cemetery 26 $480.77

M. Ferriero Deputy Highway Superintendent 26 $28.40

T. Bennett Equipment Operator II 26 $27.62

H. Stannard Equipment Operator I 26 $23.88

M. Coons Equipment Operator I 26 $25.75

D. Merrill Equipment Operator I 26 $25.75

C. McDonald Equipment Operator I 26 $24.22

B. Pugsley Equipment Operator I 26 $23.88

D. Poulin Mechanic 26 $23.88

M. Tryon Chief of Police 26 $3038.46

K. Arnold Sergeant – F/T 26 $27.48

E. Barnes Police Officer – P/T 26 $32.80

J. LaChappelle Police Officer – P/T 26 $32.85

S. Mullen Police Officer – P/T 26 $32.80

L. Palmateer Police Officer – F/T 26 $21.59

H. Klein Police Officer – P/T 26 $32.80

R. Loran Police Officer – P/T 26 $32.47

J. McCanney Police Officer – P/T 26 $32.85

J. Weir Police Officer – P/T 26 $32.47

S. Hamilton Clerk 1 – F/T 26 $20.37

Vacant Bingo Inspector – P/T 26 $32.00 per session

M. O’Brien-Loran Dog Control Officer – P/T 26 $192.31

J. Chmielewki Building Inspector & Code

 Enforcement Officer 26 $26.40

S. DeBacco Asst. Building Inspector 26 $24.16

R. Smith Clerk 1 26 $20.37

C. McHugh Registrar of Vital Statistics Annual $500.00
S. Slingerland Deputy Registrar of Vital Statistics Annual $500.00

D. Bruno Civil Defense Director 12 $125.00

J. Boehlke Town Historian 12 $62.50

Vacant Recreation Leader – P/T Seasonal $16.00

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R. Nolan Planning/Zoning Board Chairman 12 $130 per meeting/

 $50 per workshop

A. Collins Planning/Zoning Board Member 12 $80 per meeting/

 $50 per workshop

Vacant Planning/Zoning Board Member 12 $80 per meeting/

 $50 per workshop

N. Boomer Planning/Zoning Board Member 12 $80 per meeting/

 $50 per workshop

J. Pietropaoli Planning/Zoning Board Member 12 $80 per meeting/

 $50 per workshop

P. Grogan Planning/Zoning Board Member 12 $80 per meeting/

 $50 per workshop

B. Teriele Planning/Zoning Board Member 12 $80 per meeting/

 $50 per workshop

M. Stanton Planning/Zoning Board Member 12 $80 per meeting/

 $50 per workshop

L. Ziegler Planning/Zoning Board

Recording Secretary 12 $100 per meeting/

 Workshop

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

ANNOUNCEMENTS

-Property tax bills have been processed and will be available online by Tuesday. Sewer bills have gone out as well.

-CodeRED slips went out with the tax bills with instructions on how to sign up.

**Motion to Adjourn**

On motion of Council member Schmitt, seconded by Council member Bruno, the Town Board Meeting was adjourned.

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

***Respectfully Submitted*,**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Candace McHugh, Town Clerk***