**A Town Board Meeting was held Thursday January 12, 2023 at 6:00pm at Town Hall, 18 Russell Avenue, Ravena, New York**

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

Brandon L. LeFevre, Council Member

Marisa Tutay, Council Member

Stephen J. Schmitt, Council Member

**Absent:** Linda S. Bruno, Council Member

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

Supervisor McHugh called the meeting to order and led the audience in the Pledge of Allegiance. Council member Tutay led the audience in prayer. Supervisor McHugh asked that the record reflect that all members were present with the exception of Council member Linda Bruno.

**Announcements:**

Albany Co. Sheriffs VS RCS Staff- To help support the RCS Class of 2024, the Albany County Sheriffs and RCS Staff will be going head-to-head in a Basketball game on Saturday, January 28th, 2023 at the RCS Highschool. Doors open at 5 pm and the game will start at 6:30 pm, there will be concession snacks, raffles, and halftime shooting contests. Entry costs are $1 for RCS Students, $2 for non-RCS Students, and a $5 family cap. All proceeds will help fund their Spring Prom!

Girl Scout Troop 5037 Pancake Breakfast- Girl Scout Troop 5037 is hosting a pancake breakfast at the Ravena Firehouse on Saturday, January 21st from 8 am – 11 am. Tickets are being sold by the Girl Scouts using Cashapp: $Troop5037, but walk-ins are welcome. Call 518-929-8937 with any questions.

Soup for Seniors- Senior Projects and the Village of Ravena will be hosting the Soup for Seniors contest, Saturday, February 11th from 11 am – 2 pm at Senior Projects, 9 Bruno Blvd. There will be a $5 admissions fee to sample soups, and a $10 participation fee if you have a soup you would like to enter! All Proceeds go directly to Senior Projects. If you are interested in participating, please email [Lakkenastpr@gmail.com](mailto:Lakkenastpr@gmail.com) or call 518-756-8593

Town Hall Closed- Town Hall will be closed Monday, January 16th for Martin Luther King Jr. Day. We will resume normal business hours on Tuesday, January 17th.

**Motion to Approve Minutes**

Minutes were approved for the following Town Board meetings:

December 22, 2022 Public Hearing  
December 22, 2022 Town Board Meeting

Council member Tutay made a motion to accept the minutes and Council member LeFevre seconded the motion.  
APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1– ABSTAIN 0- SO MOVED

**New Business**: AV System and Channel 901. Council member Schmitt addressed the board in regards to a meeting that was held last week to trouble shoot our system. Through some testing it was discovered that our encoder is faulty, another one has been ordered. Instead of FaceBook for streaming we will use Vimeo which is a more stable platform. A link can be found on FaceBook to access the feed. The Town is getting a price to establish its own channel with Mid-Hudson.

**Old Business:**

Town Hall Mold Remediation/Reconstruction**:** The first step will be getting the mold under control and the water infiltration issue. The Supervisor would like to hold public hearings once we get the mold and water taken care of to get the public’s opinion. It is estimated to cost around $500,000 to fix the mold and water issue within 18 Russell Ave, and that is if further issues aren’t discovered. Chris Dooley from MJ Engineering was present to explain the mold remediation process which entails removing all finishes effected by the mold and waterproofing the building. The foundation would need to be dug down to and inspected. Council member Tutay asked about the sill plate of the building, Mr. Dooley could not say what kind of shape it is in at the moment. Mr. Dooley stated when the feasibility assessment was done it was determined to be more cost effective to build a new building, however the public did not agree. This building will need to be upgraded to all ADA and Judicial compliances if we renovate more than 50 percent of the building. Mr. Dooley did visually inspect the building currently occupied by the Sheriff’s station in the hamlet. He said it looked like it had good bones but there are some definite challenges to expanding on that structure. Supervisor McHugh suggested they consider the mold and water issues as step one in the process. Council member Tutay asked about the length of the construction process. Mr. Dooley stated it would be approximately a year to fix this mold and water issues. Council member Schmitt suggested a discussion about setting a limit on how much to spend on 18 Russell ave.

Park Bathroom Redesign and Bid Schedule: Mr. Dooley set forth some options and the most agreed upon was to pare the buildings down and not construct through the winter. It is hoped that Joralemon Park will be out to bid in February and constructed first with a loose estimate of completion around late spring. Coeymans landing would be bid in June and hoped to be completed by late fall of 2023.

Lafarge Alternate Truck Route: Supervisor McHugh stated this is still in the hands of the NYS DEC which was confirmed by the plant manager.

350th Celebration: Council member Tutay gave an update on the planning of the 350th Celebration. Friday June 9th will be held at Joralemon Park and June 10th will be at Coeymans Landing. Vendors are signing up, more information can be found on our website. The celebration will be kicked off St. Patrick’s Day weekend with a beer trail. Pint cups can be purchased and drink punch cards will be provided for local establishments. Sponsorship information is also available online.

**Resolutions**

**Resolution # 039-23 Appoint Highway Operator 1**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |  |  |  |  |  |
| Brandon L. LeFevre |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Marisa J. Tutay |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| *Total* | 4 | 1 | 4 |  |  |

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

**WHEREAS,** the Highway Superintendent is desirous of filling the vacant position of Equipment Operator 1 in his department; and

**WHEREAS,** the Albany County Civil Service Department has confirmed this job title as a non-competitive position requiring the chosen candidate to meet the minimum qualifications; and

**WHEREAS,** the position was posted and applications were received, evaluated, and reviewed by the Superintendent of Highways; and

**WHEREAS**, the Superintendent of Highways has confirmed the candidate meets the minimum qualifications;

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby appoint Mark Contreras to the position of Equipment Operator 1, effective January 9, 2023, at an hourly rate commensurate with the CSEA union agreement currently in effect.

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

**Resolution # 040-23 Appoint Department Liaisons**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |  |  |  |  |  |
| Brandon L. LeFevre |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Marisa J. Tutay |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| *Total* | 4 | 1 | 4 |  |  |

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

**WHEREAS,** the Town Supervisor is desirous of appointing departmental liaisons in order to provide further support to each department, and to provide the Council members with the opportunity to interact more closely with the various town departments, learn about each department, and assist in the long-term planning of the departments to achieve their respective goals; and

**WHEREAS,** the Town Supervisor, in consult with the Deputy Town Supervisor and Council members has provided a list of liaison assignments satisfactory to the town board;

**NOW, THEREFORE BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby acknowledge and accept the following liaison appointments for calendar year 2023:

**Liaison Appointments**

Police – Supervisor George D. McHugh

Economic Development – Supervisor George D. McHugh

Town Hall/Capital Projects – Supervisor George D. McHugh

Wastewater/Leachate – Deputy Supervisor Brandon L. LeFevre

Broadband Expansion – Deputy Supervisor Brandon L. LeFevre

Justice Court – Council Member Linda S. Bruno

Assessor – Council Member Linda S. Bruno

Building – Council Member Marisa J. Tutay

Planning/Zoning – Council Member Marisa J. Tutay

Highway – Council Member Stephen J. Schmitt

Parks/Cemeteries – Council Member Stephen J. Schmitt

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

**Resolution # 041-23 Appoint Certified Public Accountant**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |  |  |  |  |  |
| Brandon L. LeFevre |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Marisa J. Tutay |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| *Total* | 4 | 1 | 4 |  |  |

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

**WHEREAS,** the Town of Coeymans has utilized the professional accounting services of Sarah Morrison since 2004; and

**WHEREAS,** Sarah Morrison has proven herself to be a valuable asset to the Town of Coeymans in her role as a Certified Public Accountant for the town; and

**WHEREAS,** the Town Board of the Town of Coeymans is desirous of employing Sarah Morrison to provide professional accounting services for the town as an employee rather than a contractor;

**NOW, THEREFORE BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby appoint Sarah Morrison to the position of Accountant, at the annual salary rate of $10,000.00, payable bi-weekly, effective January 1, 2023.

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

**Resolution # 042-23 Amend Employee Policy on Employee Medical Buyback**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| George D. McHugh |  |  |  |  |  |
| Brandon L. LeFevre |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Marisa J. Tutay |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| *Total* | 4 | 1 | 3 |  | 1 |

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

**WHEREAS,** the Town of Coeymans Town Board is desirous of amending the Official Town Employee Policy as it pertains to the Health Insurance Buyback option for Elected Officials, Officers and Non-Union Employees;

**NOW, THEREFORE BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby amend the Official Town Employee Policy by making any Town Elected Official, Officer and Non-Union Employee that is eligible for Town of Coeymans Medical Insurance benefits also eligible for the Medical Buyback option, effective January 1, 2023.

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

**Public Comment**:

Barbara Tanner asked why Joralemon Park would be done first. Supervisor McHugh said he would like to get Joralemon Park completed before the 350th and it is a quicker project since some of the infrastructure is already there. Mrs. Tanner asked if we have the funds to make the repairs to Town Hall. Supervisor McHugh stated we do since the Capitol Improvement Fund was established last year.

**Motion to Adjourn** was made by Supervisor McHugh and Seconded by Council member Tutay**-** APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – SO MOVED

***Respectfully Submitted*,**

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

***Candace McHugh, Town Clerk***