

DRAFT

**TOWN BOARD
OF THE
TOWN OF COEYMANS**

April 27, 2023

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 Hearing**
 - 4.1. Public Hearing for Proposed Local Law – Ethics Code
- 5. Public Announcements**
 - 5.1. Alcove Day- April 29th
 - 5.2. Cinco De Mayo Comedy Show- May 5th @ Sycamore Country Club 8:00 pm
 - 5.3. We Love aRtCS Festival- May 6th @ Village of Ravenna Offices 12:00-6:00 pm
 - 5.4. CROP Walk- May 7th @ Mosher Park 12:00 pm
 - 5.5. Coeymans Recycle Day- May 13th 8:00 am – 1:00 pm
 - 5.6. 2022 AFR Complete and Submitted
 - 5.7. Coeymans Sewer District Award – Community Funding from Congressman Paul Tonko
- 6. Approval of Minutes**
 - 6.1. April 13, 2023 Town Board Meeting
- 7. Supervisor Report**
 - 7.1. Supervisor Report for March 2023
- 8. Department Reports**
 - 8.1. Town Clerk Report for March 2023
 - 8.2. Police Department Report for March 2023
 - 8.3. Building Department Report for March 2023
 - 8.4. Sewer Department Report for March 2023
 - 8.5. Highway Department Report for March 2023
 - 8.6. Liaison Reports
- 9. New Business**
 - 9.1. Martin’s Hill Water District
 - 9.2. Proposed Local Law- Lot Line Adjustment
- 10. Old Business**
 - 10.1. Evening on the Green
 - 10.2. 350th Celebration
 - 10.3. Lindskoog Road Broadband Project Update

Agenda subject to change

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- 10.4. Joralemon Park Bathroom Project Update
- 10.5. Town Hall Mold Remediation Project Update
- 10.6. Town Hall Cleaning Contract

11. Resolutions

- 11.1. Adopt Local Law- Ethics Code
- 11.2. Schedule Public Hearing- Dog Control Law
- 11.3. Appoint Seasonal Laborer
- 11.4. Approve April Abstract of Claims
- 11.5. Authorize Clerk to the Supervisor to Attend Finance Conference
- 11.6. Authorize Supervisor to Amend 2023 Budget- Court Grant Funds
- 11.7. Authorize Supervisor to Amend 2023 Budget- Highway Truck Purchase
- 11.8. Authorize Supervisor to Amend Budget Transfers
- 11.9. Authorize Supervisor to Amend Capital Projects Fund Budget
- 11.10. Authorize Supervisor to sign contract for Town Hall Excavation Project

12. Upcoming Meetings

- 12.1. May 8, 2023 PB/ZBA Meeting @ 7:00pm
- 12.2. May 11, 2023 Town Board Meeting @ 6:00pm
- 12.3. May 11, 2023 Town Board Public Hearing @ 6:00pm
- 12.3. May 24, 2023 PB/ZBA Meeting @ 7:00pm
- 12.4. May 25, 2023 Town Board Meeting @ 6:00pm
- 12.5. May 25, 2023 Town Board Public Hearing @ 6:00pm

13. Public Comment

14. Adjourn

DRAFT

At a Special Meeting of the Town Board of the Town of Coeymans, at Town Hall, 18 Russell Avenue, Ravena, New York, on April 27, 2023 there were:

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

Resolution Adopting Local Law No. #3 of 2023, a Local Law entitled “Ethics, Code of”, to amend and restate Article I and Article II of Chapter 16 of the Town Code

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

WHEREAS, the Town Board has introduced Local Law No. 3 of 2023, entitled a “Local Law to amend and restate Article I and Article II of Chapter 16 of the Town Code, entitled “Ethics, Code of”; and

WHEREAS, the Town Board duly noticed and held a public hearing on the proposed local law on April 27, 2023; and

WHEREAS, the enactment of this local law is a Type II action pursuant to the New York State Environmental Quality Review Act, 6, N.Y.C.R.R. 617.5 as it involves agency administration, management and legislative decision making that does not affect the environment or commit the Town to a future decision on a project, and therefore is exempt from environmental review; and

WHEREAS, the Board has duly considered the proposed local law and public comment thereon;

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby pass, approve and adopt Local Law No. 3 of 2023 in its entirety, a copy of which is attached hereto, and the Town Clerk is authorized to sign all documents and perform such actions necessary to effectuate the filing of the local law with the New York State Office of the Secretary of State.

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"/>				
Brandon L. LeFevre	<input type="checkbox"/>				
Linda S. Bruno	<input type="checkbox"/>				
Marisa J. Tutay	<input type="checkbox"/>				
Stephen J. Schmitt	<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 has proposed certain amendments in Sections 60-1, 60-2 and 60-3 of Chapter 60, commonly referred to as “Dog Control” of the Town Code, in an effort to update the current code and expand the geographical jurisdiction of Chapter 60 from the Hamlet of Coeymans to the entire Town of Coeymans;

NOW, THEREFORE, BE IT RESOLVED, that a public hearing is hereby scheduled for May 25, 2023, at 6:00 p.m. at the Town Hall, 18 Russell Ave, Ravena, NY 12143, to receive comments from the public regarding proposed Local Law No. 6 of 2023, a Local Law to amend Sections 60-1, 60-2 and 60-3 of Chapter 60 of the Coeymans Town Code; and be it further

RESOLVED, that the Town Clerk is hereby directed to publish appropriate notice of the public hearing.

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

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Brandon L. LeFevre	<input type="checkbox"/>				
Linda S. Bruno	<input type="checkbox"/>				
Marisa J. Tutay	<input type="checkbox"/>				
Stephen J. Schmitt	<input type="checkbox"/>				

Total

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

WHEREAS, the Town of Coeymans is desirous of hiring a Seasonal Laborer to assist at the Wastewater Treatment Plant as needed;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint John Graves as a Seasonal Laborer for the Wastewater Treatment Plant, at an hourly rate of \$17.00, on an as-needed basis, effective April 24, 2023.

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

Total

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 April 2023, as follows:

PRE-PAID VOUCHERS –23-00406 to 23-00520 from the following funds:

General	\$ 211,381.80
Part Town	\$ 20,331.47
Highway – Town	\$ 17,635.87
Highway – Part Town	\$ 54,430.54
Sewer	\$ 25,995.69
Trust & Agency	\$ 42,614.74
H – Special Projects	98,325.00

VOUCHER NUMBERS –23-00521 to 23-00603 from the following funds:

General	\$ 14,2645.49
Part Town	\$ 1,629.30
Highway -Town Wide	\$ 475.20
Highway – Part Town	\$ 28,364.63
Sewer	\$ 9,365.67
H- Capital Projects	\$ 21,583.82
Trust and Agency	\$ 1,850.00

TOTAL FOR ALL FUNDS – \$ 676,629.22

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"/>				
Marisa J. Tutay	<input type="checkbox"/>				
Stephen J. Schmitt	<input type="checkbox"/>				
<i>Total</i>					

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

WHEREAS, the Annual Town Finance School sponsored by the Association of Towns and the Office of the State Comptroller will be held on May 15th & 16th, 2023, in Albany, New York; and

WHEREAS, the Clerk to the Supervisor is desirous of attending the annual schooling to receive training opportunities that the conference offers; and

WHEREAS, the conference registration fee must be paid before April 28th;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize the Clerk to the Supervisor to attend the Annual Finance School and to submit a voucher for the registration fee and any other related expenses associated with the schooling.

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

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

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

WHEREAS, the Coeymans Town Court was awarded a grant in the amount of \$7,698.87 from the Justice Court Assistance Program; and

WHEREAS, Resolution #144-22 was passed at a regular Town Board Meeting on August 25, 2022, authorizing the Court to apply for the grant; and

WHEREAS, the Chief Fiscal Officer has determined that in order to maintain proper accounting of the Grant money the following amendments must be made in the 2023 Budget;

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 amendments to the 2023 Budget:

GENERAL FUND (A)

INCREASE APPROPRIATIONS

(A)1110.2 Equipment	\$7,296.90
(A)1110.4 Contractual	\$ 401.97

INCREASE REVENUE (A)

(A)3021 State Court Facilities	\$7,698.87
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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"/>				
Stephen J. Schmitt	<input type="checkbox"/>				
<i>Total</i>					

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

WHEREAS, Resolution #051-23 was presented at a regular Town Board Meeting, held on February 23, 2023; and

WHEREAS, the resolution was approved by the Town Board; and

WHEREAS, the Chief Fiscal Officer was notified that several transfers were not correct; and

WHEREAS, the Chief Fiscal Officer has determined that in order to maintain proper balances within various accounts several transfers must be amended;

NOW, THEREFORE, BE IT RESOLVED, that the town board of the Town of Coeymans does hereby authorize Supervisor George D. McHugh to amend the following funds;

GENERAL FUND

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$ 783.91	(A)1990.4 Contingency	(A)1110.2 Justice Court Equipment
\$ 333.69	(A)1990.4 Contingency	(A)1110.4 Justice Court Contractual
\$ 304.00	(A)1990.4 Contingency	(A)1410.4Town Clerk Contractual
\$1,330.67	(A)1990.4 Contingency	(A)1430.4 Human Resources Contr.

PART TOWN FUND (B)

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$ 867.78	(B)5182.4 Street Lighting	(B)3620.4 Safety Inspections Contr.
\$2,830.20	(B)5182.4 Street Lighting	(B)9060.8 Health Insurance

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SEWER FUND (SS)

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$15,128.54	(SS)8130.1 Personal Services	(SS)8130.4 Contractual
\$ 6, 394.49	(SS)9010.8 NYS Retirement	(SS)8130.4 Contractual

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

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Stephen J. Schmitt	<input type="checkbox"/>				
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I, Council member _____ offer the following resolution and move its adoption:

WHEREAS, \$200,000.00 of American Rescue Plan Act Funds were allocated for the installation of High-Speed Broadband Internet at a regular Town Board Meeting held on June 23, 2022, Resolution #127-22; and

WHEREAS, only \$138,568.02 was expended for the installation of High-Speed Broadband Internet; and

WHEREAS, Supervisor George D. McHugh would like to transfer the balance of \$61,431.98 to the Capital Project Fund (HN)7110.2 Bathrooms;

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 amendments to the 2023 budget;

GENERAL FUND (A)
INCREASE

(A)4089	Federal Aid-American Rescue Aid	\$61,431.98
(A)9950.9	Transfer Capital Projects Fund	\$61,431.98

CAPITAL PROJECTS FUND (H)
INCREASE

HN5031	Transfer from Other Funds	\$61,431.98
HN7110.2	Bathrooms	\$61,431.98

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

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

WHEREAS, the Town of Coeymans has received four (4) quotes from local excavation contractors to provide excavation work at the Town Hall building, under the statement of work prepared by MJ Engineering; and

WHEREAS, MJ Engineering has reviewed all of the quotes and provided the Town Board with a letter of recommendation on awarding the work to the low bidder;

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Coeymans hereby authorizes Supervisor George D. McHugh to execute the contract with Collins and Son for excavation work to be provided at the Town Hall building, under the supervision and direction of MJ Engineering.

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