**A Town Board Meeting was held Monday, January 1st, 2025 at 3:00pm at Town Hall, 18 Russell Avenue, Ravena, New York**

**PRESENT:** Stephen Donnelly, Supervisor   
 Linda S. Bruno, Council member

Stephen J. Schmitt, Council member  
 Ronald Hotaling, Council member

Michael Stott, Council member

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

Supervisor Donnelly 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 audience in a New Year’s blessing.

**Resolution #001-25 Adopt Meeting Rules**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

I, Council member Stott 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 1, 2025, which shall take effect immediately.

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

**Discussion**: Council member Schmitt requested that rule 4 be removed and or amended to allow a broader potential for comment. All were in agreement to add the word “generally” after “should” on number 4.

**TOWN OF COEYMANS MEETING RULES**

(1) Speakers at lectern shall please give their name during the Town Board Meeting.

(2) Speakers shall be recognized by the presiding officer and should limit their remarks to five minutes.

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

(4) Comments should **generally** relate to the current agenda being discussed during the Public Comment period.

(5) Speakers shall not disturb the peace at a meeting, make denigrating or slanderous remarks, or use generally inappropriate conduct.

(6) Should a speaker refuse to surrender the lectern, the appropriate authorities shall remove the speaker from the meeting to restore order.

(7) Speakers should present their remarks in a courteous manner and observe the common rules of courtesy, decorum, dignity, and good taste.

**Resolution #002-25 Establish Town Board Meeting Dates**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS**, the Town Board is desirous of scheduling meetings of the Town Board for calendar year 2025.

**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 2025. Please note that the meetings will commence at 6:00 PM.

January 9th & 23rd July 10th & 24th

February 13th & 27th  August 14th & 28th

March 13th & 27th September 11th & 25th

April 10th & 24th October 9th & 23rd

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

June 12th & 26th December 11th & 22nd

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

**Discussion:** Council member Hotaling recommended a monthly workshop be added to the calendar to stay on top of pressing matters of business. Council member Schmitt recommended moving the December 26th meeting to December 22nd, all were in favor of this change.

**Resolution #003-25 Establish Holiday Observances**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

I, Council member Donnelly 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 2025 for employees not covered by union contracts. Holiday schedules for covered employee are pursuant to active agreements in force.

**Holidays**:

January 1st - New Year’s Day

January 20th - Martin Luther King Day

February 17th - President’s Day

May 26th - Memorial Day

June 19th - Juneteenth

July 4th - Independence Day

September 1st - Labor Day

October 13th - Columbus Day

November 4th - Election Day

November 11th - Veterans Day (Observed)

November 27th - Thanksgiving Day

November 28th - 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 #004-25 Establish PB/ZBA Meeting Dates**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

I, Council member Bruno 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 2025;

**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 2025. Please note that the meetings will commence at 7:00 PM.

January 13th & 22nd July 14th & 23rd

February 10th & 26th August 11th & 27th

March 10th & 26th September 8th & 24th

April 14th & 23rd October 14th & 22nd

May 12th & 28th November 10th & 25th

June 9th & 25th December 8th & 17th

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

**Resolution #005-25 Adopt Procurement Policy**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

I, Council member Schmitt 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 1, 2024, to be followed by all Town Departments for the procurement of goods and services.

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

**Discussion:** Council member Schmitt stated the board was reviewing the procurement policy with the town attorney and there may be changes in the future.

**Resolution #006-25 Depository of Funds**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

I, Council member Stott 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.

**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 Hotaling, offered for discussion and duly put to a vote, the results of which appear above.

**Resolution #007-25 Investment Policy**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS**, the Town Board of the Town of Coeymans has established a Town Investment Policy for the efficient, lawful and proper investment of funds, 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 Investment Policy Dated January 1, 2024, to be followed for the investment of Town funds.

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

**Discussion**: The board will be reviewing the policy with potential changes in the future.

**Resolution #008-25 Advance Payment of Audits of Claims**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

I, Council member Donnelly 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.

**Discussion:** Council member Schmitt asked if there was the possibility of a board members to review pre payments on a regular basis. Supervisor Donnelly said the business office was open to having board members review prepays if desired.

**Resolution #09-25 Official News Paper**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *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 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 Schmitt, offered for discussion and duly put to a vote, the results of which appear above.

**Resolution #010-25 Establish Mileage Rate**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *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 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 **70 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 2025.

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

**Discussion**: Council member Schmitt asked the department heads to remind all that beginning and ending odometer readings should be included on the voucher. All were in agreement that the mileage policy should be reviewed.

**Resolution #011-25 Appoint Administrator of Access**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board does hereby appoint William Horton as the Administrator 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 Hotaling, offered for discussion and duly put to a vote, the results of which appear above.

**Discussion:** Council member Schmitt suggested possibly moving the video platform to Utube. He asked about the microphones cutting out. It was explained this was serviced and remedied. Supervisor Donnelly agreed it may be time to change our live feed provider.

**Resolution #012-25 Reappointment of Assessor**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** The Town of Coeymans Sole Assessor Dawn DeRose’s term is set to expire on September 30, 2025; and

**WHEREAS,** the Town Board has determined Mrs. DeRose’s services to be of value to the town.

**NOW THEREFORE BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby reappoint Dawn M. DeRose to fulfill the term as the Town of Coeymans Assessor to expire September 30, 2031. This appointment shall take effect on October 1, 2025. The annual salary shall be $32,695.52

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

**Resolution #013-25 Appoint Civil Defense Director**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the Town Board is desirous of re-instating the Civil Defense Director for the Town of Coeymans.

**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, 2025. Compensation for this position is $1,500.00 per year.

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

**Resolution #014-25 Affirmation of Deputy Town Clerk**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 4 |  | 1 |

I, Council member Bruno 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, 2025.

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

**Discussion:** Council member Schmitt abstained due to Mrs. Slingerland being a relative.

**Resolution #015-25 Appoint Town Historian**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 4 |  | 1 |

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 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, 2025. Compensation for this position is $750.00 per year

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

**Resolution #016-25 Appoint Town Attorney**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

I, Council member Stott 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, 2025.

**NOW, THEREFORE, BE IT RESOLVED**, that Gleason Dunn Walsh & O’Shea, P.C. 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, 2025, 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 Hotaling, offered for discussion and duly put to a vote, the results of which appear above.

**Discussion**: Council member Schmitt suggested a Letter of Engagement and estimate for some of the larger projects outside of the standard scope. Town Attorney Rich Reilly stated this could be done.

**Resolution #017-25 Appoint PB/ZBA Member**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the term of Patrick Cronin, Member of the Town of Coeymans Planning Board/Zoning Board of Appeals has expired on December 31, 2024, and

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

**WHEREAS,** Mr. Cronin 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 Patrick Cronin to a seven (7) year term as a Member of the Planning Board/ Zoning Board of Appeals to expire December 31, 2031.

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

**Resolution #018-25 Appoint PB/ZBA Counsel**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the Town Board of the Town of Coeymans is desirous of retaining attorney William Keniry, 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 William Keniry, 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, 2025; and

**BE IT FURTHER RESOLVED,** that Mr. Keniry 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 Bruno, offered for discussion and duly put to a vote, the results of which appear above.

**Resolution #019-25 Appoint Planning Board/Zoning Board Chair**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *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 Chairperson of the Planning Board/Zoning Board of Appeals; and

**WHEREAS,** Planning Board/Zoning Board of Appeals member Patricia Grogan 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 Patricia Grogan as Chairperson of the Planning Board/Zoning Board of Appeals for a one-year term to expire December 31, 2025.

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

**Resolution #020-25 Affirmation of the Board of Assessment Review**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

I, Council member Schmitt 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 affirm the following appointments to the Board of Assessment Review:

Neil Porlier -Term to Expire September 30th, 2029

David Kunz - Term to Expire September 30th, 2026

Roxanne Stanton - Term to Expire September 30th, 2028

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

**Resolution #021-25 Appoint Dog Control Officer**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

I, Council member Stott 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 1, 2025. This appointment is for a term to expire on December 31, 2025.

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

**Resolution #022-25 Appoint Emergency Management Committee**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

I, Council member Hotaling 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, 2025:

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

Travis Whitbeck, Ravena Rescue Squad

Daniel Baker, Highway Superintendent

Stephen Donnelly, Ad Hoc Member

Lee Vanetten, Village of Ravena DPW

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

**Resolution #023-25 Appoint Ethics Committee**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

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

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

**RESOLVED,** the Town Board appoints Leonard C. Philhofer, Bridget Englehardt, and a third to be named later to the Ethics Committee with terms to expire December 31, 2025.

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

**Discussion**: Council member Bruno asked if another person was needed to join the committee. Supervisor Donnelly stated town employee Riley Smith was amiable to join however she does not live within the town. Supervisor Donnelly Suggested she be appointed anyway. It was brought to the board’s attention that this would require a change to the ethics law. The town attorney will further research the possibility of using an appointed person. Council member Schmitt pointed out there is currently not a full functioning ethics board.

**Resolution #024-25 Appoint Prosecutor of Tickets**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *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 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 2025 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 Schmitt, offered for discussion and duly put to a vote, the results of which appear above.

**Resolution #025-25 Appoint Budget Officer**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 4 | 1 |  |

I, Council member Stott 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 Stephen Donnelly as Town Budget Officer at an annual rate of $15,000.00. This appointment is for a term to expire on December 31, 2025.

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

**Discussion:** Council member Schmitt expressed he was not in favor of Mr. Donnelly continuing as the budget officer. Supervisor Donnelly stated he feels he is extremely qualified in particular due to his work with town investments through NYCLASS.

**Resolution #026-25 Approval of Highway Superintendent Stipend**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

I, Council member Stott 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 $15,000.00 to compensate for the additional duties that have been assigned to the Highway Superintendent, effective immediately.

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

**Discussion:** The Town Clerk stated the Highway Superintendent is going above and beyond in terms of the care of our parks and cemeteries. Council member Bruno agreed. Council member Hotaling feels he does a good job as well but would like to see the stipend eliminated and rolled into his salary. Supervisor Donnelly stated he would like to utilize Joralemon park more and further discuss at a later time. Council member Stott suggested it would be a good topic for monthly workshops.

**Resolution #027-25 Appoint Registrar and Deputy Registrar of Vital Statistics**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 4 |  | 1 |

I, Council member Hotaling 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 1st, 2025 with the term to expire December 31, 2025.

**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 January 1, 2025 with the term to expire on December 31, 2025.

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

**Discussion:** Council member Schmitt abstained due to Mrs. Slingerland being a relative.

**Resolution #028-25 Authorize Undertaking**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

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

**Discussion:** Council member Schmitt asked the town attorney for further clarification. Mr. Reilly stated positions in the town that primarily deal with money need to be bonded by law.

**Resolution #029-25 Authorize Tax Collection Agreement with The Bank of Greene County**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS**, the Town Board desires to have the Bank of Greene County collect property taxes on behalf of the Town of Coeymans.

**NOW, THEREFORE, BE IT RESOLVED**, the Town Supervisor, Stephen Donnelly, is authorized to sign a Letter of Agreement with the Bank of Greene County to authorize the collection of taxes which set to expire march 31, 2025.

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

**Resolution #030-25 Authorization of Day-to-Day Administration to the Supervisor**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 4 | 1 |  |

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

**Resolution #031-25 Authorize Sewer Rates**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 4 | 1 |  |

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

**WHEREAS,** the Town of Coeymans is required to establish sewer rates for 2025; and

**WHEREAS,** a Public Hearing was duly advertised in the official newspaper of the Town of Coeymans and held on December 12, 2024, at 6:00 pm at Town Hall; and

**WHEREAS,** all parties in attendance were granted the opportunity to speak on behalf and/or in opposition to the proposed 2025 sewer rate; and

**WHEREAS,** the Town Board of the Town of Coeymans determines the number of units to calculate the billing for operation, maintenance, and capital projects; and

**WHEREAS,** the Town Board of the Town of Coeymans has established a late payment of ten percent (10%) to be imposed on all balances (30) Days from the due date of the billing; and

**WHEREAS,** each use is hereby charged as follows:

Per Unit Per Year- Five Hundred twenty dollars and fifty-two cents ($520.52)

January-June Payment- Two hundred sixty dollars and twenty-six cents ($260.26)

July-December Payment- Two hundred sixty dollars and twenty-six cents ($260.26)

Commercial- Number of units in building

Apartments- One (1) per Apartment

Out of District Users- per unit per year

Vacant Parcel- Flat rate of one hundred dollars per year ($100.00)

Village of Ravena- Forty-four thousand dollars and zero cents per month ($44,000.00)

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby authorize the Town Clerk to collect sewer rents for 2025, pursuant to the above established rates.

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

**Resolution #032-25 Authorize Sewer Rates for Stone House Hill**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 4 | 1 |  |

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

**WHEREAS,** the Town of Coeymans has established Stonehouse Hill Road sewer district extension and is required to establish sewer rates for 2025 on these parcels; and

**WHEREAS,** a Public Hearing was duly advertised in the official newspaper of the Town of Coeymans and held on December 12, 2024, at 6:00 pm at Town Hall; and

**WHEREAS,** all parties in attendance were granted the opportunity to speak on behalf and/or in opposition to the proposed 2025 sewer rate; and

**WHEREAS,** the Town Board of the Town of Coeymans determines the number of units to calculate the billing for operation, maintenance, and capital projects; and

**WHEREAS,** the Town Board of the Town of Coeymans has established a late payment of ten percent (10%) to be imposed on all balances (30) Days from the due date of the billing; and

**WHEREAS,** each use is hereby charged as follows:

Per Unit Per Year- Five Hundred eighty-three dollars and sixty-four cents ($583.64)

January-June Payment- Two hundred ninety-one dollars and eighty-two cents ($291.82)

July-December Payment- Two hundred Ninety-one dollars and eighty-two cents ($291.82)

Commercial- Number of units in building

Apartments- One (1) per Apartment

Out of District Users- per unit per year

Vacant Parcel- Flat rate of one hundred dollars per year ($100.00)

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Coeymans does hereby authorize the Town Clerk to collect sewer rents for 2025, pursuant to the above established rates.

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

**Resolution #033-25 Authorize Justice Clerk Stipend**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS**, the Town has traditionally employed one or more court clerks in the Town Justice Court to perform certain administrative and clerical duties on a full-time and/or part-time basis based on need and available resources; and

**WHEREAS**, Town Justice Linda T. Eissing is willing to perform certain additional administrative and clerical duties incident to the performance of her judicial duties; and

**WHEREAS,** the full-time court clerk shall continue to serve in said capacity, including the performance of all duties that require separate supervision or approval by the town justices.

**NOW, THEREFORE, BE IT RESOLVED**, that effective January 1, 2025 the Town Board of the Town of Coeymans hereby authorized that a stipend in the amount of $1,250 per month be paid to Town Justice Linda T. Eissing for the performance of her judicial duties as permitted by law and subject to applicable rules governing judicial conduct.

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

**Resolution #034-25 Authorization of Employee Rates**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Absent* | *Aye* | *Nay* | *Abstain* |
| Stephen Donnelly |  |  |  |  |  |
| Linda S. Bruno |  |  |  |  |  |
| Stephen J. Schmitt |  |  |  |  |  |
| Ronald J. Hotaling |  |  |  |  |  |
| Michael J. Stott |  |  |  |  |  |
| *Total* | 5 |  | 5 |  |  |

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

**WHEREAS,** the Town Board has previously approved the 2025 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 2025 in accordance with labor contracts in effect and budgeted amounts for positions outside the scope of negotiated contracts:

**EMPLOYEE RATES 2025**

Annual Hourly Rate/

Name Position Pay Periods Biweekly Salary

S. Donnelly Supervisor 26 $1730.77

S. Donnelly Budget Officer 26 $576.92

S. Fazio Confidential Secretary 26 $24.18

Floater Clerk 1 – P/T 26 $19.20

R. Bryant Business Office Manager 26 $31.44

L. Ziegler HR Clerk 1 - P/T 26 $23.70

S. Morrison Accountant 26 $461.53

L. Bruno Council Member 26 $519.23

R. Hotaling Council Member 26 $519.23

S. Schmitt Council Member 26 $519.23

M. Stott Council Member 26 $519.23

T. Frese Justice 26 $1038.46

L. Eissing Justice 26 $1038.46

H. Collins Clerk to the Justice 26 $25.92

L. Eissing Clerk to the Justice 26 $1250.00 monthly

C. McHugh Town Clerk 26 $2115.50

S. Slingerland Deputy Town Clerk 26 $24.90

D. DeRose Assessor 26 $1,257.52

M. Peters-Houghtaling Clerk 1 - P/T 26 $19.20

S. Hamilton Clerk 1 – P/T 26 $19.20

K. Geraldsen Chief Sewer Treatment Plant Op. 26 $32.69

T. Gillespie Sewer Treatment Plant Op. 26 $28.61

J. Putorti Sewer Treatment Plant Op. Trainee 26 $24.59

D. Baker Highway Superintendent 26 $2500.00

D. Baker Parks/Town Hall/Cemetery 26 $576.92

M. Ferriero Deputy Highway Superintendent 26 $30.40

J. Fink Equipment Operator I 26 $26.22

A. Melas Equipment Operator I 26 $25.88

H. Stannard Equipment Operator I 26 $25.88

B. Pugsley Equipment Operator 1 26 $27.13

C. Liscum Equipment Operator 1 26 $24.88

J. Williams Equipment Operator Trainee 26 $24.88

K. Nardolillo Equipment Operator 1 26 $25.88

D. Poulin Mechanic 26 28.32

M. Tryon Chief of Police 26 $3223.07

K. Arnold Sergeant – F/T 26 $39.76

V. Traina Police Officer – F/T 26 $29.63

L. Palmateer Police Officer - P/T 26 $32.11

H. Klein Police Officer – P/T 26 $34.56

R. Loran Police Officer – P/T 26 $37.16

J. McCanney Police Officer – P/T 26 $34.56

S. Mullen Police Officer – P/T 26 $37.16

J. Weir Police Officer – P/T 26 $34.65

T. Fischer Police Officer – P/T 26 $34.56

M. Veeder Police Officer – P/T 26 $34.56

Vacant Police Officer – F/T 26

S. Hamilton Clerk 1 – F/T 26 $21.37

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

J. Chmielewski Building Inspector & Code

Enforcement Officer 26 $28.40

S. DeBacco Asst. Building Inspector 26 $26.16

R. Smith Clerk 1 26 $22.97

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

P. Grogan Planning/Zoning Board Chairman $130 per meeting/

$50 per workshop

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

$50 per workshop

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

$50 per workshop

P. Cronin Planning/Zoning Board Member $80 per meeting/

$50 per workshop

R. Nolan Planning/Zoning Board Member $80 per meeting/

$50 per workshop

B. teRiele Planning/Zoning Board Member $80 per meeting/

$50 per workshop

M. McGuire Planning/Zoning Board Member $80 per meeting/

$50 per workshop

J. Cinque Planning/Zoning Board Member $80 per meeting/

(Alternate) $50 per workshop

L. Ziegler Planning/Zoning Board

Recording Secretary $100 per meeting/

Workshop

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

**Announcement:** The Town Clerk stated the Property taxes have gone out and should be received any day now

**Announcement:** Supervisor Donnelly appointed Council member Stott s Deputy Supervisor for 2025 and the stipend will not be given.

**General Discussion**: Council member Schmitt pursuant to NYS town law the board could require a second signature of the town clerk on checks by resolution. He feels this is a reasonable request due to late payments that have been reported. Council member Stott feels there are enough checks in place at this time. Council member Bruno asked if we could hold it for discussion. Supervisor Donnelly asked which departments are receiving late notices. The Town Clerk explained the bill process and how it is recorded. Council member Stott asked if this is something that could be remedied with discussion.

Council member Hotaling asked for better communication from the Supervisor’s Office regarding meetings to be better prepared for upcoming meetings. He stated the board needs to look better than it has recently. Council member Hotaling feels the board sometimes focuses on a small part of the town rather than the whole town. He stated “we are a board that works for the towns people, we are their fiscal managers of their tax dollars.”

**Public Comments:** William Stewart asked if we have received any numbers regarding the new building. The Supervisor stated MJ Engineering did email a set of plans for the bare minimum work to be performed.

**Motion to Adjourn** Supervisor Donnelly asked if all were in favor of adjourning the meeting which was seconded by Council member Stott, all were in favor.

APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT – SO MOVED 4:25pm

***Respectfully Submitted*,**

***Candace McHugh, Town Clerk***