

MINUTES BOOKTOWN OF COEYMANS**
March 7, 2025– Town Board Special Meeting– 6:00pm

A Town Board Special Meeting was held Friday, March 7, 2025 at 6:00pm at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Stephen Donnelly, Supervisor
Michael J. Stott, Deputy Supervisor
Stephen J. Schmitt, Council Member
Linda S. Bruno, Council Member
Ronald Hotaling, Council Member

Absent:

ALSO PRESENT: Candace McHugh, Town Clerk
Rich Reilly, Town Attorney

Supervisor Donnelly called the meeting to order and led the audience in the Pledge of Allegiance. Supervisor Donnelly asked that the record reflect that all members were present.

Announcements:

-Breakfast Fundraiser for Officer Arnold will take Place March 8, 2025

Old Business:

-Supervisor Donnelly stated he reached out to Roland J. Down and the town is not currently under any contract with them nor do we owe them any money. The Town Attorney will review procurement to verify what bidding process is necessary going forward.

Resolution # 056-25 Authorize Bidding for Pump Stations

	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
Stephen Donnelly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Linda S. Bruno	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stephen J. Schmitt	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ronald J. Hotaling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael J. Stott	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Total</i>	<u>5</u>		<u>5</u>		

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

WHEREAS, the Town of Coeymans Water Waste Treatment Department has notified the Town Board that certain pumps at the Town's Riverview Pump Station need to be replaced; and

WHEREAS, the Town Board seeks to ensure that continued efficient and proper functioning of the Town's Wastewater Treatment systems; and

WHEREAS, it is anticipated that the cost to purchase and install the pumps and associated equipment will require bidding pursuant to General Municipal Law § 103.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of Coeymans does hereby authorize the Town Supervisor and Chief Sewer Plant Operator to solicit bids for the pumps and associated equipment and services in question.

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 Mr. Geraldson if we had a thorough scope of services for the bidding process. Mr. Geraldson stated he had some questions regarding certain aspects of the quotes he's seen recently. Written estimates have been received. The Town Attorney stated they would be creating a scope of services based on the written estimates already received to begin the bid process.

Resolution # 057-25 Authorize Contract with MJ Engineering –
RESOLUTION NOT PASSED

	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
Stephen Donnelly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Linda S. Bruno	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Stephen J. Schmitt	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ronald J. Hotaling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael J. Stott	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Total</i>	<u>5</u>		<u>2</u>	<u>3</u>	

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

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WHEREAS, the Town Board of the Town of Coeymans has retained M.J. Engineering, Architecture, Landscape Architecture and Land Surveying, P.C. (“MJ Engineering”) to provide planning and engineering Services to the Town; and

WHEREAS, the Town Board has received a February 7, 2025 Proposal from MJ Engineering to provide professional services in connection with the Town’s acquisition and renovation of a new Town Hall; and

WHEREAS, MJ Engineering proposes to provide such services; including review of existing documentation, oversight of any necessary bidding process and oversight of any construction, for the lump sum of \$79,500.00.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Stephen Donnelly to sign the Proposal provided by M.J. Engineering, Architecture, Landscape Architecture and Land Surveying, P.C.

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

Discussion: Council member Schmitt asked MJ Engineering to be in attendance in case there were any additional questions. No additional questions were asked. Council member Hotaling feels the MJ proposal is technically sound and the better of the two proposals.

Resolution # 058-25 Authorize Contract with Laberge Engineering

	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
Stephen Donnelly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Linda S. Bruno	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stephen J. Schmitt	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ronald J. Hotaling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Michael J. Stott	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Total</i>	<u>5</u>		<u>3</u>	<u>2</u>	

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

WHEREAS, the Town Board of the Town of Coeymans has retained Laberge Engineering & Consulting Group, Ltd. (“Laberge Engineering”) to provide planning and engineering Services to the Town; and

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WHEREAS, the Town Board has received a February 27, 2025 Proposal from Laberge Engineering to provide professional services in connection with the Town's acquisition and renovation of a new Town Hall; and

WHEREAS, the Town Board has also received additional clarification and details concerning the scope of the professional services Laberge Engineering has offered to provide; and

WHEREAS, Laberge Engineering proposes to provide such services; including review of existing documentation, oversight of any necessary bidding process and oversight of any construction, for the lump sum of \$18,500.00.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Stephen Donnelly to sign the Proposal as clarified and detailed by Laberge Engineering, Architecture & Surveying Group.

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

Discussion: Council member Hotaling stated there have been several changes to the original proposal and the date of the proposal in the resolution should reflect that. The resolution was amended to the date of the most recent proposal. Council member Stott stated the changes have been made in writing via email. Council member Hotaling noted his dissention based upon the original proposal, continued errors and the board's decision to move forward.

Resolution # 059-25 Authorization for Supervisor Execution of UDA RD WEP Documents

	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
Stephen Donnelly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Linda S. Bruno	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stephen J. Schmitt	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ronald J. Hotaling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael J. Stott	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Total</i>	<u>5</u>		<u>5</u>		

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

WHEREAS, USDA Rural Development Water & Environmental Program provides funding for the construction of water and waste facilities in rural communities; and

WHEREAS, under said grant program, applicants are required to authorize an official representative to file the application as an Authorized Representative; and

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WHEREAS, the Town of Coeymans plans to apply for USDA RD WEP funding for the Town of Coeymans Sewer Systems Improvements Project to replace and improve sewer infrastructure in the Town of Coeymans; and

WHEREAS, the Town of Coeymans must designate an Authorized Representative to apply for USDA RD WEP funding on behalf of the Town; and

NOW, THEREFORE, IT IS RESOLVED, that the Supervisor is hereby authorized to execute and file an application on behalf of the Town of Coeymans with the USDA RD WEP grant; and

BE IT FURTHER RESOLVED, that the Supervisor is hereby designated as the Authorized Representative and to act as such in connection with the application to provide additional information as may be required including all understandings and assurances contained in the application; and

BE IT FURTHER RESOLVED, that the Supervisor is hereby authorized and directed to execute any contract and/or agreement executive's permission to sign any and all USDA RD WEP documents that bind the Town of Coeymans; and

BE IT FURTHER RESOLVED, to the extent all or any actions hereby authorized have been executed and/or performed by the Supervisor all are hereby ratified and confirmed and this Resolution take effect immediately.

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 to explain the last paragraph. Mr. Reilly stated this is a standard resolution which was provided by Laberge. This process should be completed Monday to accept the grant.

Resolution # 060-25 Appoint Ethics Committee Member

	<i>Present</i>	<i>Absent</i>	<i>Aye</i>	<i>Nay</i>	<i>Abstain</i>
Stephen Donnelly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Linda S. Bruno	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stephen J. Schmitt	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ronald J. Hotaling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael J. Stott	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Total</i>	<u>5</u>		<u>5</u>		

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I, Council member Bruno 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 Marilyn Peters Houghtaling to the Ethics Committee with a term to expire December 31, 2025.

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

Public Comment:

William Stewart asked if the Police were being placed in the new building. Supervisor Donnelly stated the court and police will be considered phase 2.

Dan Baker asked if the grant had been award at this time. The Attorney stated it is a congressional allocation which is to be awarded to the town but the application process still needs to be completed.

Motion to Adjourn was made by Council member Donnelly and Seconded by Council member Stott. APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT 0– SO MOVED 6:28pm

Respectfully Submitted,



Candace McHugh, Town Clerk