

**MINUTES BOOK\*\*TOWN OF COEYMANS**  
**March 25, 2025– Town Board Workshop– 6:00pm**

**A Town Board Workshop was held Tuesday, March 25, 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

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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.

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**Workshop Discussion:**

**Summer Camp:** Council member Bruno stated the school district is proposing to place the cost of a summer program such as Discovery Camp in the school budget. The grant which funded Discovery Camp though the school district has run out, but the district feels the program is beneficial to the community and wishes to keep it going through school budgeted funding. The school would still hire youth employees through the town.

**STEM After School Program:** Supervisor Donnelly stated this was in the very beginning stages in conjunction with the Innovation Station about setting up an after-school program. The Supervisor mentioned discussing some summer programs with them as well.

**BOCES Grant:** Kim from BOCES had sent information to the Supervisor about a large parks grant which he feels may be beneficial to Coeymans Landing. Deputy Supervisor Stott does feel Coeymans Landing is under-utilized.

**Town Hall-** A proposed plan has been brought forth by Laberge for the new building space. Deputy Supervisor Stott asked if the archive space was big enough. The Town Clerk stated she was not aware of the actual square footage so the question cannot be answered. The Supervisor stated for reference the current space allocated for the town clerk is 480 square feet. The Town Clerk proposed to switch the clerk space with the building department space to give them more room for their needs. Deputy Stott asked if the current building space was adequate for her. She replied yes, it is actually slightly smaller than her current office but workable. The 480 square feet would be better suitable for the building department. Council Member Hotaling is not keen on the area set aside for the receptionist. Council member Schmitt suggested the Supervisors space be in the center area. He feels the assistant to the Supervisor should be near the Supervisor and not considered a receptionist. The Supervisor stated with the money the town is earning from NYCLASS the town can afford to hire a full-time receptionist in addition to his assistant.

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Council member Hotaling stated it is the board's responsibility to create a space best serving to the public coming in. The Clerk stated she would prefer to be in the upper left corner. The Town Clerk asked the board to remember this is meant to be a permanent space, not a temporary solution. The Clerk stated she didn't understand why they weren't entertaining placing archives in the outer building to the North. Supervisor Donnelly said he felt the other out buildings may be better suited for that. Deputy Supervisor Stott offered to contact Jason in the building department regarding the switch.

**Sewer Grant:** Supervisor Donnelly stated after speaking to the grants people there is a possibility of the funding being pulled. He stated they are going to pursue the grant swiftly in hopes of avoiding that. The Supervisor asked the board if they felt it was worth still pursuing. Deputy Supervisor Stott feels it should still be pursued. The Supervisor said they had till the end of the week to decide otherwise we would miss the window. Council member Bruno was in favor of proceeding. It was decided to further discuss this on Thursday.

**Festivals, Concerts:** Council member Hotaling asked for follow up on any potential festivals and concerts. The Evening on The Green Concerts will happen and be split between Joralemon and Coeymans Landing. Mr. Fazio had mentioned they were almost all full. Supervisor Donnelly said Stephen was working with Caitlyn Appleby in the Village on the Friendship Festival. The Supervisor stated he was talking to the Village about a joint recycling day. Mr. Fazio has been contacting local businesses regarding their help. The Supervisor feels we should as a town allocate funding for this and the community if we do not get donations.

**Work Based Learning:** Supervisor Donnelly has ben speaking with the owner of Finke Equipment and the need for workers. Supervisor Donnelly has set up a meeting with the RCS School District and Mr. Finke to start discussions on a work-based learning program. The Town Clerk stated part of the problem in particular for CDL drivers is the cost of obtaining a license which has significantly increased.

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**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 6:37 pm

*Respectfully Submitted,*



*Candace McHugh, Town Clerk*