

MINUTES BOOKTOWN OF COEYMANS**

July 10, 2025– Town Board Meeting – 6:00pm

A Town Board Meeting was held Thursday, July 10, 2025 at 6:00pm at Town Hall, 18 Russell Avenue, Ravena, New York

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

ALSO PRESENT: Candace McHugh, Town Clerk
Richard C. Reilly, Town Attorney
Scott Siegel, Community Development Manager with Laberge

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

Public Hearings:

-5 Year PHA Plan @ 6pm
-CDBG @ 6:30pm

Announcements:

-Mr. E Band will perform Wednesday night at Joralemon Park

Approval of Minutes: The following minutes were approved:

-June 26, 2025 Town Board Minutes

Council member Donnelly made a motion to accept the minutes for June 26, 2025 Town Board Meeting and Council member Stott seconded the motion.

APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT – ABSTAIN - SO MOVED

Old Business:

RFQ Recommendations were due by July 3, 2025. Once the board has had a chance to review the submittals they will be further discussed.

Supervisor Donnelly spoke with Jim Clarke about the bid package for the new offices. He will be sending those out early next week.

Supervisor Donnelly stated we have gotten 22 applications for the open position at the waste water treatment plant.

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The CDBG CFA grant is about 2/3rd done at this time. Nancy Williams at Laberge is working on it.

New Business:

Nearmap and Apex are two types of software that can be used across several departments. The Assessor has presented these to the board. Nearmap is a high-resolution mapping system that is regularly updated and Apex is a digital sketching platform. Nearmap and Apex costs will be spread over 6 different departments.

The clerk presented a Laserfiche expansion to the board which would allow for up to 100 users to digitally organize their files as opposed to paper. This will save space over time.

A Motion was made by Council member Stott to allow the Supervisor to execute contracts for Nearmap, Apex and Laserfiche pending legal review, Supervisor Donnelly seconded the motion. APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT – ABSTAIN - SO MOVED

Riverfront Vending: Some vendors have expressed interest in setting up at Coeymans landing. The Town Board will proceed this summer and work on implementing certain regulations such as a use form and insurance coverage proof.

Resolution # 098-25 Authorizing Hiring of Ravens Academy

	<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 Hotaling offer the following resolution and move its adoption:

WHEREAS, the Ravena Academy Program is in need of Counselors and a Head Counselor to facilitate the program.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint the following individuals as part-time Counselors for the Ravens Academy Program, effective July 14, 2025 through August 7, 2025, at a rate of \$16.00 per hour:

Pyper Banfield

Kiara Spann

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Madison LaMountain	Keona Carter
LeLah Perea	Ava Pulcher
Charlotte Ronin	Caitlin Collins
Evelyn Hopkins	Bisma Usmani
Silas DuBois	Jonathen Weaver

BE IT FURTHER RESOLVED, that the Town Board of the town of Coeymans does hereby appoint Erik Chapman as Head Counselor for the Ravens Academy Program, effective July 14, 2025 through August 7, 2025, at a rate of \$18.00 per hour.

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

Resolution # 099-25 Authorization of PHA Plan

	<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 Stott offer the following resolution and move its adoption:

WHEREAS, the Town of Coeymans operates a Section 8 Housing Choice Voucher Program funded by the U.S. Department of Housing and Urban Development, and;

WHEREAS, the Town of Coeymans is required by the U.S. Department of Housing and Urban Development to prepare and adopt a written PHA plan that establishes local policies for administrations of the Section 8 Housing Choice Voucher Program in accordance with regulations of the U.S. Department of Housing and Urban Development, and;

WHEREAS, the Town board of the Town of Coeymans has caused a written PHA Plan to be prepared establishing local policies for administration of the Section 8 Housing Choice Voucher Program in accordance with regulations of the U.S. Department of Housing and Urban Development, and has reviewed such written plan, and;

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NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby adopt the Five Year PHA Plan starting in 2025 for operation of the Town of Coeymans Section 8 Housing Choice Program

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

Public Comment:

Barbara Tanner asked what the potential 2-million-dollar grant was going for. Supervisor Donnelly broke down the phases for her. This grant would serve phase 1 which relates to the trunk lines and the lift stations. She asked if it was split between the Village and town. Mr. Siegal explained the Town is lead agency and would be facilitating the entire grant.

Mr. Stewart asked about bringing back a Farmer's Market. The Supervisor stated it is on his radar but there are a few things that must take precedence.

Motion to Adjourn was made by Council member Donnelly and Seconded by Council member Schmitt. APPROVED – VOTE – AYES 5 – NAYS 0 – ABSENT 0– SO MOVED 7:08 pm

Respectfully Submitted,



Candace McHugh, Town Clerk