

MINUTES BOOKTOWN OF COEYMANS
July 28, 2014 – Town Board Meeting – 7:00pm**

A Town Board Meeting was held Monday July 28, 2014, at 7:00pm at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Peter E. Masti, Deputy Supervisor, Councilman
Thomas E. Dolan, Councilman
George E. Langdon, IV, Councilman
Kenneth A. Burns, Sr., Councilman

ABSENT: Stephen D. Flach, Supervisor

ALSO PRESENT: Diane L. Millious, Town Clerk
Scott Searles, Highway Superintendent

Deputy Supervisor Masti opened the meeting and led the Pledge of Allegiance.

AGENDA

- Public Comment Period
- Approval of Minutes of Meetings
 - Town Board Workshop, June 17, 2014
 - Town Board Meeting, June 23, 201
 - Joint Town Board/Village Board Workshop, June 24, 2014
 - Town Board Workshop, July 15, 2014
- Supervisors Report – June 2014
- Department Report Review
 - Town Clerk, June 2014
 - Sewer, June 2014
- Resolutions
 - Accept Resignation of Assessor
 - Appoint Assessor
 - Authorize Budget Amendment
 - Approve Abstract
- Town Board Workshops/Meetings
 - Planning Board Meeting – August 4, 2014, 7:00 pm
 - Town Board Workshop – August 19, 2014, 6:00pm
 - Town Board Meeting – August 25, 2014, 7:00pm
 - ZBA Meeting – August 26, 2014

OPENING COMMENT

Deputy Supervisor Masti stated that the record should reflect the presence of a full Town Board with the exception of Supervisor of Flach who was absent.

PUBLIC COMMENT

Deputy Supervisor Masti invited the public to comment at this time, hearing none he moved to the next item on the agenda.

APPROVAL OF MINUTES

Deputy Supervisor Masti stated that here were four sets of minutes for Town Board approval, a Town Board Workshop on June 17th, a Town Board Meeting on June 23rd, a Joint Town/Village

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Board Meeting on June 24th and a Town Board Workshop on July 15th and then asked for a motion to approve them.

MOTION

On motion of Councilman Langdon, seconded by Councilman Burns, the minutes were approved as presented and read.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Flach)

SUPERVISOR’S REPORT

June 2014

FUND	BAL. FWD.	RECEIPTS	DISBURSE.	BALANCE
GENERAL	\$609,972.18	\$ 51,339.10	\$327,679.13	\$333,632.15
PART-TOWN	\$321,775.77	\$ 639.25	\$ 16,463.36	\$305,951.66
HIGHWAY	\$ 96,989.80	\$104,163.04	\$ 79,146.75	\$122,006.09
BRIDGE CONST.	\$ 29,052.47	\$ 16.67	-0-	\$ 29,069.14
SEWER	\$ 57,935.41	\$ 85,031.09	\$ 23,610.82	\$119,355.68
SPECIAL WATER	\$ 36,137.12	\$ 1.46	-0-	\$ 36,138.58
POLICE FORF.	\$ 22,397.03	\$ 638.41	\$ 1,275.00	\$ 21,760.44
TRUST & AGCY	\$ 13,340.08	\$251,575.62	\$250,913.76	\$ 14,001.94
H-FUND CAP. PROJ.	\$547,567.75	\$ 102.42	\$ 55,203.18	\$492,467.04
SECTION 8 FUND 76 UNITS	\$ 13,563.44	\$ 42,962.44	\$ 43,739.58	\$ 12,786.30
			Total Rec. Bal.	\$1,487,169.02

CERTIFICATES OF DEPOSIT

SAVINGS ACCOUNTS

Unemployment	\$ 703.31
Grove Cem.	\$40,937.82
C.H. Cem.	\$13,429.32
Sewer Ded.	\$ 0.24
Total	\$55,070.69

**COLLATERAL FDIC COV. COLLATERALIZED
COVERAGE**

Greene County	\$250,000.00	\$1,941,167.14
National Bank	\$250,000.00	\$1,104,301.00

Deputy Supervisor Masti offered a motion to approve the report.

MOTION

On motion of Deputy Supervisor Masti, seconded by Councilman Burns, the Supervisor’s Report was approved as presented and read.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Flach)

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DEPARTMENT REPORTS

Town Clerk – June 2014

Deputy Supervisor Masti asked Town Clerk Millious to give the Town Clerk Monthly Report.

Town Clerk Millious continued by giving the report.

Deputy Supervisor Masti asked for a motion to approve the report.

MOTION

On motion of Councilman Burns, seconded by Councilman Langdon, the report was approved as presented and read.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Flach)

Sewer Department – June 2014

Deputy Supervisor Masti asked that Councilman Dolan give the Sewer Department Monthly Report.

Councilman Dolan continued by giving the report.

Deputy Supervisor Masti offered a motion to approve the report.

MOTION

On motion of Deputy Supervisor Masti, seconded by Councilman Langdon, the report was approved as presented and read.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Flach)

Police Department

Deputy Supervisor Masti stated that Chief Darlington was on vacation and a report was not available.

RESOLUTIONS

RES. #130-14 ACCEPT RESIGNATION OF ASSESSOR

On motion of Councilman Langdon, seconded by Councilman Burns, the following resolution was APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Flach)

WHEREAS, Laura J. VanValkenburg has submitted her letter of resignation as the Town of Coeymans Sole Assessor; and

WHEREAS, the Town of Coeymans would like to thank Ms. VanValkenburg for her years of service to the community;

THEREFORE, BE IT RESOLVED, that the resignation of Laura J. VanValkenburg as Sole Assessor be accepted effective September 30, 2014. The Town Board of the Town of Coeymans wishes Ms. VanValkenburg the best in her future endeavors.

Councilman Masti stated that the Board thanks her for her years of service to the Town.

Letter of Resignation

To Supervisor and Board Members,

Approximately one year ago, I was unanimously reappointed to a new six-year term as Sole Assessor by the Town Board. I believe this reappointment was based on the value of my

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previous seven years of professional services to the Town, including administration of a Re-valuation Project. The model under which I was hired and we have always operated included a part-time Assessor, several part-time data collectors and a part-time clerk, which has adequately served the needs of the Town of Coeymans throughout those years.

Over the last several months, I have noticed a significant deterioration in our work relationship. We have had several uncomfortable conversations. Ultimately, at my request, I have been given a list of your concerns. I believe many of these concerns are unjustified and driven by an incomplete understating of your part on assessment practices and Real Property Tax Law. I do regret that I was not given the opportunity to work through these concerns with you as they were developing.

I can see that you and the Town Board would like to move the Assessor's Office in a different direction. I do not wish to fulfill my term under these current conditions. Therefore, I am resigning from my position as Sole Assessor for the Town of Coeymans, effective September 30, 2014. In the interim, I will continue to serve the needs of the public while the Town seeks a replacement and to prepare my office for the transition.

Laura VanValkenburg

RES. #131-14 APPOINT ASSESSOR

On motion of Deputy Supervisor Masti, seconded by Councilman Burns, the following resolution was TABLED

WHEREAS, the Town of Coeymans Sole Assessor has resigned and the Town Board is desirous of appointing an Assessor to fulfill the term left by Laura VanValkenburg, and

WHEREAS, the Town Board has determined that Dawn M. DeRose is a qualified candidate to fill this position,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Dawn M. DeRose to fulfill the term as the Town of Coeymans Assessor to expire September 30, 2019. This appointment shall take effect on October 1, 2014.

Councilman Dolan asked if there is a requirement or if it would be wise to advertise for the position.

Deputy Supervisor Masti stated that she has been working with Laura, is certified as an Assessor and in knowing her work, he would feel comfortable with the appointment and added that he does not know if there is a regulation or requirement to advertise for the position.

Councilman Dolan stated that whether she is the person or not does not address the question of whether they are required to advertise for the position.

Deputy Supervisor Masti reiterated that he does not know if they are required or not and then asked Town Clerk Millious if she knew and added that it is an appointed position not a hired position.

Town Clerk Millious stated that she has seen things not advertised and she spoke with the Supervisor about it and he felt as though they could do it and it is something that has happened before. She continued by saying that they could check with the Association of Towns or the Attorney for the Town.

Deputy Supervisor Masti stated that there is precedence and it has happened in the past.

Councilman Dolan interjected that he is not questioning her personally or that she is the person to do the job but he just wants to make sure that it is done in the right way.

Town Clerk Millious asked if they were going to vote on it or table it.

Discussion ensued and collectively they decided to table it.

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Town Clerk Millious asked if they wanted her to advertise for the position if necessary.

Collectively the Town Board agreed that she should if it is required.

Councilman Masti stated that Dawn works part-time now so there is someone responsible in the office and added that he does not want the office to be unattended.

RES. #132-14 AMEND 2014 ADOPTED BUDGET

On motion of Councilman Burns, seconded by Councilman Masti, the following resolution was APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Flach)

WHEREAS, the Town Board of the Town of Coeymans has passed a resolution to merge Community Beautification Department with the Highway Department at a Town Board Meeting on May 12, 2014; and

WHEREAS, funding for said departments need to be placed in their proper accounts,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize the amendment to the 2014 Adopted Budget as follows:

Decrease A8510.1 Community Beautification – Personal Services	\$27,184.00
Increase A5010.1 Highway Administrative – Personal Services	\$27,184.00
Decrease A8510.4 Community Beautification – Contractual	\$ 8,829.79
Increase A5132.4 Highway Garage – Contractual	\$ 8,829.79
Decrease A8510 Community Beautification – Personal Services	\$46,977.19
Decrease A9030.8 Employee Benefits – Social Security	\$ 3,593.75
Decrease A9040.8 Employee Benefits – Workers Comp.	\$ 2,587.00
Decrease A9045.8 Employee Benefits – Life Insurance	\$ 1,218.00
Decrease A9055.8 Employee Benefits – Disability	\$ 98.99
Decrease A9060.8 Employee Benefits – Health Insurance	\$14,140.56
Decrease A9070.8 Employee Benefits – Dental Insurance	\$ 1,097.88
Increase A9901DB Transfer to Highway Fund	\$69,713.37
Increase DB5031 Transfer in from General Fund	\$69,713.37
Increase DB5110.1 General Repairs – Personal Services	\$34,941.60
Increase DB5142.1 Snow Removal Personal Services	\$12,035.59
Increase DB9030.8 Employee Benefits – Social Security	\$ 3,593.75
Increase DB9040.8 Employee Benefits – Workers Comp.	\$ 2,587.00
Increase DB9045.8 Employee Benefits – Life Insurance	\$ 1,218.00
Increase DB9055.8 Employee Benefits – Disability	\$ 98.99
Increase DB9060.8 Employee Benefits – Health Insurance	\$ 14,140.56
Increase DB9070.8 Employee Benefits – Dental Insurance	\$ 1,097.88

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Deputy Supervisor Masti asked Highway Superintendent Searles if the amended budget completely absorbs the Beautification Department.

Highway Superintendent Searles stated that it does.

Deputy Supervisor Masti stated that they no longer have a Beautification Department and added that it is a subsidiary of the Highway Department.

Councilman Burns stated that when they hired a mechanic, they took the money that they were going to use for summer help for Nelson and put it toward the mechanic.

Highway Superintendent Searles stated that he was not aware of that and added that it was his summer and winter help.

Councilman Burns stated that he was just wondering because it seems like he needs a couple extra people to give him a hand and he had asked if he can get another full-time person working with him.

Highway Superintendent Searles asked what he meant by full-time.

Councilman Burns stated that he meant for the summer, seasonal help but someone there full-time.

Highway Superintendent Searles stated that he can check to see if it was in their budget but as far as he's aware he does not think that there was a seasonal position in their budget.

Councilman Burns interjected that he is losing one to become a Police Officer.

Deputy Highway Superintendent Searles stated that they don't know that yet.

Councilman Burns stated that he has taken a lot of the summer help from him for the Hannacroix Creek Project and Nelson told him that if he needs them he should keep them.

Deputy Highway Superintendent Searles stated that he has sent some of the Highway guys down to help.

Councilman Burns stated that Nelson had mentioned that some came and helped him and then asked if things are under control.

Deputy Highway Superintendent Searles stated that they are.

RES. #133-14 APPROVE JULY ABSTRACT

On motion of Councilman Dolan, seconded by Councilman Burns, the following resolution was APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Flach)

BE IT RESOLVED, that the Town Board, of the Town of Coeymans, does hereby approve and allow the following claims of vouchers for the July 2014, Abstract.

	VOUCHER #	AMOUNT
GENERAL (A)		
General Pre-Pay	1351-1400	\$187,196.52
General	1443-1469,1471-1486	\$ 23,095.82
	General Total	\$210,292.34
POLICE FORFEITURE (A)		
Police Forfeiture Pre-Pay	1401	\$ 260.98
Police Forfeiture	1487-1489	\$ 1,547.49
	Police Fort. Total	\$ 1808.47

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PART-TOWN (B)		
Part-Town Pre-Pay	1402-1412	\$ 14,835.09
Part-Town	1470,1490-1491	\$ 500.64
	Part Town Total	\$ 15,335.73
HIGHWAY (D)		
Highway Pre-Pay	1413-1422	\$ 55,467.81
Highway	1492-1513	\$ 9,266.12
	Highway Total	\$ 64,733.93
SEWER (SS)		
Sewer Pre-Pay	1423-1436	\$ 19,386.58
Sewer	1514-1529	\$ 9,775.58
	Sewer Total	\$ 29,162.16
	Total for all Funds	\$321,332.63
TRUST & AGENCY (TA)		
Trust & Agency Pre-Pay	1437-1442	\$249,719.98
	Trust & Agcy. Total	\$249,719.98

TOWN BOARD WORKSHOPS/MEETINGS

- Planning Board Meeting, August 4, 2104, 7:00pm
- Town Board Workshop, August 19, 2014, 6:00pm
- Town Board Meeting, August 25, 2014, 7:00pm
- ZBA Meeting, August 26, 2014, 7:00pm

ADDITIONAL COMMENTS

Deputy Supervisor Masti asked Highway Superintendent Searles how the paving is going.

Highway Superintendent Searles stated that they are putting pipes in a ditch on Powell and they will pave when that is done, which he anticipates to be the end of August.

Deputy Supervisor Masti stated asked if there were any other comments.

Town Clerk Millious stated that it was a nice evening at the gazebo with the Crystal Image band playing in memory of Wayne VanKempen a fellow band member who also worked with the Police Department and added that there was a nice turn-out, it was from 7-10:00pm, it was a nice crowd and she wanted to thank them for doing it. She continued by saying that last year they took up a collection and planted a tree in memory of Wayne and this year they are talking about having a bench put there in remembrance as well. She concluded by saying that on August 14th at 2:00pm there will be a bid opening for replacing the gazebo roof, which the Board authorized her to advertise and added that she sent out several bid packages.

Deputy Supervisor Masti asked how the dedication of the bench at the Highway Memorial Garden for past Highway Supervisor Deering went.

Highway Superintendent Searles stated that it went very well, it was well attended and Albert was very happy to be honored.

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Deputy Supervisor Masti stated that unfortunately he could not attend because he was in need of sleep having worked all night.

Town Clerk Millious stated that Joan Radley put it together, there were refreshments provided and added that the garden is beautiful and she has done a nice job taking care of it.

Deputy Supervisor Masti asked if there were any other comments.

Councilman Dolan stated that he wanted to mention that Thursday will be the fifth Evening on the Green from 6-8pm and this week Rakish Paddy, his favorite band that plays Celtic music all over the country will be there.

Deputy Supervisor Masti asked if there were any other comments.

Councilman Burns stated that he was out to the Highway Department last week and it is immaculate for such an old building in need of upgrading as well as hearing about some things that the Police are working on and added that there are some really talented people with the Town. He continued by saying that the kids from the Summer Youth Program that have been working on the Hannacroix Creek Project really need to be commended for working their tails off in a muddy, dirty, buggy, messy job and they didn't flounder a bit and when he told them to sit down and take a break they kept working and they did an awesome job. He went on by saying that as far as the Sewer Department, it goes without saying that the guys are phenomenal, they work well together and the place looks great.

Deputy Supervisor Masti asked if there were any other comments.

Councilman Langdon stated that there was a good meeting with the employees going over some of the Health Insurance options and added that he wanted to clarify that he made an error in his explanation of some of it and he was thinking of the savings that they had calculated forgetting the fact that the employee's only see 20% of that so they are crunching the numbers and they are trying to come up with a plan that works well for the employees.

Deputy Supervisor Masti asked if there were any other comments, hearing none he asked for a motion to adjourn the meeting.

ADJOURNMENT

MOTION

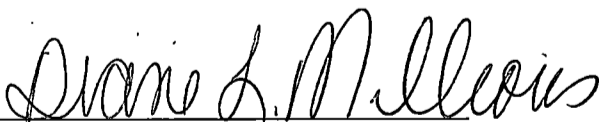
On motion of Councilman Dolan seconded by Deputy Supervisor Masti, the Town Board Meeting was adjourned.

VOTE – AYES 5 – NAYS 0 – ABSENT 1 (Flach)

Time – 7:35pm

Respectfully Submitted,

APPROVED – As Read August 25, 2014


Diane L. Millious, Town Clerk

MINUTES BOOKTOWN OF COEYMANS
August 14, 2014 – Bid Opening – 2:00pm**

A Bid Opening was held Thursday, August 14, 2014, at 2:00pm at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Cindy Vatalaro, First Deputy Clerk
Nancy J. Pike, Clerk

The following Legal Notice appeared in the News Herald and was mailed to several contractors.

**TOWN OF COEYMANS
NOTICE TO BIDDER
INVITATION TO BID**

NOTICE IS HEREBY GIVEN that the Town Board of the Town of Coeymans, Albany County, New York, hereby invites sealed bids for:

One (1) for the Coeymans Landing Gazebo Roof.

All prospective bidders may call the Supervisor's Office at (518) 756-6006 between the hours of 8:30am and 4:30pm regarding this bid. Bid packages can be obtained at the Town Clerk's Office between the hours of 8:30am – 4:30pm.

Bids will be received at the Town Clerk's Office, Town of Coeymans Town Hall, 18 Russell Avenue, Ravena, NY 12143 up to 2:00pm on Thursday, August 14, 2014 and read aloud on that same day at 2:00pm.

Non-Collusive Bidding Forms must be submitted with all bids. The Town Board of the Town of Coeymans reserves the right to waive any informality and to reject any and all bids.

The bidder is responsible for compliance with all Federal and State Laws and guidelines for the bidding process.

**By Order of the Town Board
of the Town of Coeymans
Diane L. Millious
Town Clerk**

BID OPENING

First Deputy Clerk Vatalaro announced that no bids were received for the Coeymans Landing Gazebo Roof.

Respectfully Submitted,

APPROVED: As Read September 8, 2014


Lucinda A. Vatalaro, First Deputy Clerk