

**MINUTES BOOK\*\*TOWN OF COEYMANS  
November 10, 2014 – Town Board Meeting – 7:00pm**

**A Town Board Meeting was held Monday November 10, 2014, at 7:00pm at Town Hall, 18 Russell Avenue, Ravena, New York**

**PRESENT:** Stephen D. Flach, Supervisor  
Thomas E. Dolan, Councilman  
Peter E. Masti, Councilman  
George E. Langdon, IV, Councilman  
Kenneth A. Burns, Sr., Councilman

**ALSO PRESENT:** Diane L. Millious, Town Clerk  
Scott Searles, Highway Superintendent  
Peter J. McKenna, Chief of Police

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Supervisor Flach opened the meeting and led the Pledge of Allegiance.

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**OPENING COMMENT**

Supervisor Flach stated that the record should reflect that a full Town Board is present.

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**AGENDA**

- Public Announcements
  - Town Offices Closed, November 11, 2014
  - Town Offices Closed, November 27 & 28, 2014
- Public Comment Period
- Approval of Minutes of Meeting
  - Town Board Meeting, September 22, 2014
  - Special Town Board Meeting, September 30, 2014
  - Town Board Meeting, October 14, 2014
  - Special Budget Workshop Meeting, October 16, 2014
  - Town Board Workshop, October 21, 2014
- Old Business
- New Business
- Resolutions
  - Accept Police Officer Resignation
  - Appoint Part-Time Police Officers
- Upcoming Town Board Workshops/Meetings
  - Town Board Workshop, November 18, 2014, 6:00pm
  - Town Board Meeting, November 24, 2014, 7:00pm
  - ZBA Meeting, November 25, 2014, 7:00pm
- Adjournment

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**PUBLIC ANNOUNCEMENTS**

**Town Offices Closed**

Supervisor Flach stated the Town Offices will be closed November 11<sup>th</sup> for Veteran's Day and November 27<sup>th</sup> & 28<sup>th</sup> for Thanksgiving.

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**PUBLIC COMMENT**

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

**Town Clerk Millious** stated that she wished to comment and added that at the last Meeting, which was a Public Hearing it was mentioned by a member of the public, Michelle Maddage, that it had not been advertised. She continued by saying that for the record, in the Ravena News Herald, the Town's Official Newspaper, it was in the October 23<sup>rd</sup> edition. She added that she was responsible for getting it to the paper, which she did and it was published because she has a copy of the newspaper along with their Proof of Publication. She reiterated that she was responsible for getting it to the paper, it was published and she wanted to say it for the record.

Supervisor Flach stated that he wished to add to that and it was also said that it was on the website late, which he will take responsibility for because it was not on the website until the same day as the Public Hearing.

Councilman Dolan asked how they get something on the website.

Supervisor Flach stated that there is a company that maintains the website and when things are sent to them, sometimes it takes longer than it should.

Supervisor Flach asked if there were any other comments.

Ms. Michelle Maddage asked if all Public Notices that must go to the paper are also posted to the website.

Councilman Dolan stated that they don't show up on the website.

Ms. Maddage interjected that it would be nice if they did.

Supervisor Flach stated that it usually will show that there is a meeting of some sort.

Ms. Maddage stated that she herself does not get the newspaper and it would be nice if it was on the website because she checks it regularly.

Supervisor Flach stated that they usually try to have it on the website but there have been some issues.

Councilman Dolan interjected that most of the pre-scheduled meetings are on the website but the Budget Workshops were not.

Town Clerk Millious interjected that when they have their Organizational Meeting, there are Notices for all the meetings of the Town, Planning and Zoning Boards, which in turn are sent to the newspaper and posted. She continued by saying that they only do additional when they are Special Meetings and if time allows, it gets sent to the paper, goes on the website and is posted in Town Hall.

Supervisor Flach reiterated that the regularly scheduled meetings are on the website and then asked if there were any other comments, hearing none he moved to the next item on the agenda.

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**APPROVAL OF MINUTES**

Supervisor Flach stated that there are five sets of minutes, a Town Board Meeting on September 22<sup>nd</sup>, a Special Town Board Meeting on September 30<sup>th</sup>, a Town Board Meeting on October 14<sup>th</sup>, a Special Budget Workshop on October 16<sup>th</sup> and a Town Board Workshop on October 21<sup>st</sup>, and then offered a motion to approve them.

Supervisor Flach offered a motion to approve the minutes.

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**MOTION**

On motion of Supervisor Flach, seconded by Councilman Burns, the Town Board Minutes were approved as presented and read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

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**OLD BUSINESS**

**Transfer of Valley Paper Mill Park**

Supervisor Flach stated that Mr. Sweeney was present and asked that he talk about the Transfer of the Valley Paper Mill Park.

Mr. Sweeney stated that he is President of the Alcove Preservation Association and he came before the Town Board in December 2013 to propose that the Town take possession of the Valley Paper Mill Park and continue it as a public park. He added that the Town Board was in agreement of that concept at that time and at the same time he presented a draft of a Management Agreement between the two parties. He continued by saying that it has been a lengthy process, they had to go through the State Education Department for approval because they fall under their auspices of a not-for-profit organization as well as getting approval from the Attorney General's Office because they were giving away assets, real property. He went on by saying that he had signed a deed last week and forwarded it to the APA's Attorney as well as the Attorney for the Town, who reviewed in conjunction with the Supervisor's Office the draft of the Management Agreement and they revised some wording and came to an agreement. He concluded by saying that he was there to make a formal request that the Town Board pass a resolution to take the transfer of that piece of property.

Supervisor Flach stated that he didn't prepare a resolution and added that as Mr. Sweeney had said, they reviewed it with the Attorney for the Town and as far as the upkeep on the chimney it was revised. He added that before they do a resolution, he does not believe that the Board has seen the revised copy and isn't even really sure if he even received one but he will check and get a copy to each Board Member and do a resolution as early as next Tuesday.

Mr. Sweeney stated that he had anticipated that he had transmitted the document.

Supervisor Flach stated that he believes it was sent in an e-mail but he can't recall exactly if it was the final document because there were some questions and they were going back and forth.

Mr. Sweeney stated that it was finalized and he will follow-up to make sure that it gets to the Board.

Supervisor Flach stated that Mr. Sweeney can check with his office to make sure that it is all set for the next meeting.

Councilman Dolan asked Mr. Sweeney if it caused a problem if they waited and added that he would be more comfortable voting on a resolution.

Mr. Sweeney stated that it was not a problem and he understood.

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**NEW BUSINESS**

**Discs Golf - Repair of Kiosk**

Supervisor Flach stated that the Disc Golf Club that uses Joralemon Park has offered to repair and/or replace the kiosk and added that there is a letter proposing it.

Councilman Masti stated that he would read the letter and continued as follows:

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The Discap Club has been discussing potential projects that would help improve Disc Golf throughout the region. One project that was considered was repairing or replacing the kiosk/information board at Joralemon Park. Repairing/replacing the kiosk would allow for more beneficial use of the park and provide useful information to park visitors.

Prior to upgrading the kiosk, we would like to receive your approval to do so. If there are any requirements or restrictions from the Town to do such work, please feel free to contact me so we can continue to move forward.

Please let me know your thoughts, I look forward to hearing back from you.

Thank you,  
Jasan LaSasso

Supervisor Flach stated that he doesn't have any issues with that at all and if someone wants to make it renewed and look better to help get information to people he is fine with it.

Councilman Masti interjected that they need to see what is proposed.

Councilman Dolan agreed that they need to see a plan.

Supervisor Flach stated that he would speak with Mr. LaSasso and ask for a proposal of what they plan to do and added that he does not know if it has a small roof and if they plan on restoring it as well as replacing the plexi-glass that is broken.

Councilman Dolan stated that at one point they had talked to him about helping monetarily if they were to build bathrooms out there because there are some tournaments that they are not allowed to have because there has to be actual restrooms in order to host the tournaments. He continued by saying that if it is something that they are going to pursue next year, it is something that they may still be interested in helping them with.

Supervisor Flach stated that there is a plan in place to put bathrooms out there and would certainly be willing to accept any help they can get.

Councilman Dolan interjected that they didn't discuss money as far as the amount:

Councilman Masti asked if they take over the whole park or if they are just on the course and if the rest of the park is still useable.

Councilman Dolan stated that they stay on their course and the rest of the park is open to the public.

Supervisor Flach stated that he would e-mail Mr. LaSasso and tell him that they would like a proposal and in the meantime he will speak with Nelson about it.

Councilman Burns asked if they are going to have to worry about buying material and if they are going to do the work.

Councilman Dolan stated that when they get the proposed plan it should be forwarded to the Attorney for the Town.

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**RESOLUTIONS**

Supervisor Flach stated that there is a letter of resignation from Officer Danielle Barbour and asked that Councilman Langdon read it.

Councilman Langdon read as follows:

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**Letter of Resignation**

To the Supervisor and Members of the Board,

I, Danielle Barbour, herby resign from my employment as a Police Officer with the Town of Coeymans Police Department, effective the close of business on October 22, 2014, to pursue another employment opportunity. I have enjoyed working for the Town of Coeymans and will miss serving the community.

Yours truly,  
Danielle Barbour  
Police Officer

**RES. #157-14 ACCEPT RESIGNATION OF POLICE OFFICER**

On motion of Councilman Langdon, seconded by Councilman Burns, the following resolution was APPROVED – VOTE – AYES 5 – NAYS 0 – SO MOVED

**WHEREAS**, Danielle Barbour, has submitted her letter of resignation as Police Officer in the Town of Coeymans Police Department,

**NOW, THEREFORE, BE IT RESOLVED**, that the resignation of Danielle Barbour as Police Officer is accepted effective October 22, 2014.

Supervisor Flach stated that he wanted to thank Danielle for her service to the Town who served as an Officer and School Resource Officer and that he wished her well where ever she goes.

Supervisor Flach asked that Chief McKenna address the Board relative to his request to appoint part-time Officers.

Chief McKenna stated that with the Board's permission he would like to request two new hires and one re-hire, the first being Ryan Cross who was a part-time Police Officer before he went with the Albany County Sheriffs. He added that there is an immediate need for Officers, as he previously explained, who can jump right into work that are qualified and competent and Officer Cross is a great advantage for them because he knows the Town and his experience and maturity will be a great asset. He continued by saying that the second is John Favata, a six-year veteran of the Schenectady Police Department who brings a community oriented type of policing to his work on a daily basis and in working in a bigger city it didn't jive with his desire to see each and every case through to fruition, he wants to work within the community and get to know as much about the people that he is dealing with as possible, which is a much better fit in a small town than it is a big city. He went on by saying that he also is a licensed gunsmith so he can work as a Range Officer in re-tooling and assisting in maintaining their shotguns, pistols and patrol rifles. He added that the last but not least is Isaiah Burton, a young man that put himself through what is called a two-part academy, paid for it himself, paid for his uniforms and is a former member of the Air Force and now working for the Housing Authority Security headed by his former Deputy Chief, Bob Grebert, who had stellar comments about him and his work ethic and that he genuinely believes that he will be an asset and will grow and flourish as a Police Officer. He went on by saying that he has had a lot of positive calls on all three of the young men and he looks forward to working with them and hopes that the Board will accept his recommendation for all three of them for hire. He concluded by saying that the caveat on Mr. Burton is that he needs to complete firearms training, which he will take care of himself, there will be no cost to the Town and it will be settled into the Zone 14 Academy and when that comes up he will attend it for one week, which will certify him as a part-two completed Police Officer academy graduate.

**RES. #158-14 APPOINT PART-TIME POLICE OFFICERS**

On motion of Supervisor Flach, seconded by Councilman Dolan, the following resolution was APPROVED – VOTE – AYES 5 – NAYS 0 – SO MOVED

**WHEREAS**, the Chief of Police is desirous of hiring part time Police Officers who are certified; and

**WHEREAS**, the Chief of Police has conducted a search for available part-time Police Officers and interviews have been conducted;

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**NOW, BE IT FURTHER RESOLVED**, that the Town Board of the Town of Coeymans does hereby appoint Ryan Cross, John Favata and Isaiah Burton to the position of part-time Police Officers effective November 14, 2014 pending successful background check, one year probation and Albany County Civil Service approval. Appointment is contingent upon candidate signing a Personal Services Contract with the Town of Coeymans. Part-time Police Officer's Cross, Favata and Burton will be compensated at a rate of \$18.13 per hour as designated in the current Collective Bargaining Agreement.

Councilman Dolan asked that he explain what a Personal Service Contract is because they have never had that language before.

Chief McKenna stated that it is his belief that the Town of Coeymans has an opportunity to bring young & seasoned Police Officers together and as such, very frequently in the past, the Town of Coeymans has lost qualified Police Officers to larger agencies. He added that he does not object to any person growing in any capacity as a Police Officer or person but he thinks that if they have an opportunity to help younger Police Officers grow, learn, become more qualified and confident and they choose to move on, he believes that as a Town and Police Department they should be compensated by the larger agencies for sponsoring them through the academies, field training and giving them the seasoning that is necessary for them to move onward. He continued by saying that there are many that he hopes will stay, but in a competitive market there is no guarantee there and many of the larger agencies have an accredited status and as such it is necessary for them to meet criteria to put Officers through a full-time academy, which will mean that they would be paid while they are in the academy receiving no benefit then they would have a 45-day observation period where they can't allow the Officer to do anything other than mirror their Field Training Officer and then there is a 6-month period where they are observed. He went on by saying that as such, it is almost 8-9 months of work that they are getting no return on investment and what they are doing here for the betterment of the law enforcement community is bringing in Police Officers who have already been through the academy at their own expense, affording them the opportunity to be field trained by Officers with 20-25 years who have training and work in the field to treat them as growing Police Officers and if they decide to move on he would like to see other agencies compensate the Town for training their future Police Officers. He concluded by saying that this is what the Personal Service Contract is for so that if they are using the Town to advance their career, they would certainly want to be compensated for training that Police Officer.

Councilman Burns asked how long that period is for.

Chief McKenna stated that because they are part-time, Civil Service puts a cap on hours worked in a calendar year at 1,040 hours, which amounts to 6 months of full-time work or 20 hours a week. He added that 2,080 hours is the equivalent to one full year of service and as anticipated through the normal course of duty, an Officer works 20 hours a week, which would mean after one full year with the Town of training and working in a variety of fields as a small department it would be 1,040 hours. He continued by saying that he believes it would become very attractive to other agencies to see someone who has six months of field training under their belt, with the academy completed, certification is done and the 45 day observation period already signed off on. He concluded by saying that there is no set time as to how long they stay but the Town will require to what amounts to one full year of service for either sponsoring them, bringing them on board or maintaining their municipal police status or possibly Civil Service status.

Councilman Langdon asked if one year is enough.

Chief McKenna stated that it would be two years at 20 hours a week for 2080 hours, which is one year of full-time service but because they are part-time, they are precluded from working more than 20 so it would require two years, which he thinks is a fair value for that. He added that if they stay, it is great because they continue to grow within the community and if they stay for 20 years he would be excited for that. He continued by saying that he is not asking them to hire these people with the anticipation of leaving, this is just having something attached to say that this is an agency that they used to move on to something else.

Supervisor Flach asked if there were any other comments, hearing none he moved to the next item on the agenda.

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**WORKSHOPS/MEETINGS**

- Town Board Workshop, November 18, 2014, 6:00pm
- Town Board Meeting, November 24, 2014, 7:00pm
- ZBA Meeting, November 25, 2014, 7:00pm

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**ADDITIONAL COMMENTS**

Supervisor Flach asked if there were any other comments.

Town Clerk Millious stated that as a reminder, hunting season for guns opens on Saturday.

Councilman Masti stated that he noticed the credit card sign by the Town Clerk's window.

Town Clerk Millious stated that she can now take credit cards, there is a \$2.00 minimum with a 3% charge and it has been good because a lot of people don't carry money.

Supervisor Flach asked if there were any other comments.

Chief McKenna stated that he wanted to give them a brief update on Police Department activity for last month and reported that there was a total of 15 arrests, 37 traffic tickets issued, 7 property damage vehicle crashes, 9 personal injury vehicle crashes and they handled just under 1,000 calls for service and then asked to read one into the record and read as follows:

On October 30, 2014 the Coeymans Police received a call from a local citizen regarding a vehicle roll-over on SR 9W. Dispatcher Nicole McMullen immediately began entering the data into the computer aided dispatch system while simultaneously notifying a patrol unit to the event. Within less than 2 minutes Police Officer Kevin Schwebke arrived on scene relaying information about the condition of the crash and observations regarding the sole occupant of the vehicle. Investigator Albert and SRO Cuddlebeck who were monitoring the radio responded to the priority call. Fire Chief Whitbeck along with members of the Ravena Fire and Ravena Rescue completed the emergency services response. The victim was unconscious as well as unresponsive on the scene was cut from his vehicle harness and was immediately placed into a waiting ambulance and he was rushed to Albany Medical Center. As a result of the swift, professional actions of all members, the victim was resuscitated at Albany Medical and miraculously walked out alive and of his own volition the following day. I would like to publicly like to commend the actions of Dispatcher McMullen as well as Officers Cuddlebeck, Schwebke & Albert along with all the members of Ravena Fire and Rescue Squad for their work, thank you for that.

Supervisor Flach stated that tomorrow is a day to remember our Veteran's, those who have served and are serving and it is a celebration to honor Veterans for their patriotism, love of county and willingness to serve and sacrifice for the common good. He continued by saying that he appreciates our Veterans, those who have served and continue to serve and he deeply appreciates their service to this country and in the morning at 11:00am there is a Memorial Service on Main Street at the Memorial site in the Village and he hopes that everyone can go and support our Veterans. He then asked if there were any other comments.

Councilman Burns stated that it is No Shave November, which is a month for cancer awareness and a reminder for men to get checked out for things such as colon cancer because one little checkup now, instead of waiting a long time, can save your life or save you from living a life in agony.

Supervisor Flach asked if there were any other comments.

Councilman Langdon stated that he wanted to echo Supervisor Flach's thanks to the Veterans in all they do and have done and will do for us. He continued by saying that he wanted to thank

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Chief McKenna for joining the team and he is already pleased with the things that he is bringing to the table in the way of ideas and he is excited to see where he is going to take it.

Supervisor Flach asked if there were any other comments, hearing none he offered a motion to adjourn.

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**ADJOURNMENT**

**MOTION**


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

VOTE – AYES 5 – NAYS 0 – ABSENT 0 – SO MOVED

Time – 7:30pm

*Respectfully Submitted,*

**APPROVED – As Read December 8, 2014**

  
**Diane L. Millious, Town Clerk**