

A Town Board Organizational Meeting was held Saturday, January 1, 2005, at 9:00AM at Town of Coeymans, Town Hall, 18 Russell Avenue, Ravena, New York.

PRESENT: Ronald K. Hotaling Jr., Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ALSO PRESENT: Diane L. Millious, Town Clerk
Albert Deering, Highway Superintendent

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

The following notice appeared in the News Herald and was posted by Town Clerk Millious.

**TOWN OF COEYMANS
ORGANIZATIONAL
MEETING
NOTICE**

Notice is hereby given that that Organizational Meeting of the Town Board of the Town of Coeymans has been scheduled for Saturday, January 1, 2005, at 9:00am. The meeting will be held at Town Hall, 18 Russell Avenue, Ravena, NY.

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

SUPERVISOR'S OPENING

Supervisor Hotaling welcomed everyone and added that there was a full Town Board present along with Town Clerk Millious.

Supervisor Hotaling stated that the purpose of the meeting was to establish resolutions necessary for the organization of the Town for 2005. He continued by saying that 2004 was a very challenging year for the Town Board and the staff within the Town that sacrificed considerably as well as the taxpayers when the discretionary spending freeze was extended throughout the entire year. He added that it was in the best interest of everyone and he can report preliminarily that the Town of Coeymans appears to be in much better shape going into 2005 than they were in 2004 in part for the work of the Town Board but also to the staff of the Town whom provided the necessary services to the taxpayers and constituents without much support, in terms of equipment and programs that they were use to receiving. He continued by saying that in 2005 they will meet new challenges because a lot of things that were put aside in 2004 are now coming to bear in 2005 and they will be focusing on establishing districts, improving districts, and addressing some needs community wise with the new labor force that was established. He concluded by saying that he is looking forward to another year of hard work with his colleagues

and with assistance from the staff of the Town and understanding from the taxpayers, 2005 will be a very successful year.

Supervisor Hotaling then moved to the resolution part of the agenda.

RESOLUTIONS

RES. #1-05 SET TOWN BOARD MEETING/WORKSHOP DATES

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

BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby set the following dates for Town Board Meetings for 2005. Please note that Town Board meetings start at 7:00 P.M.

January	1 st	(Organizational)	June	27 th
January	10 th		July	25 th
January	24 th		August	22 nd
February	14 th		September	12 th
February	28 th		September	26 th
March	14 th		October	11 ^{th*}
March	28 th		October	24 th
April	11 th		November	14 th
April	25 th		November	28 th
May	9 th		December	12 th
May	23 rd		December	27 ^{th**}
		* Tuesday due to Columbus Day ** Tuesday due to Christmas (Observed)		

RES. #2-05 SET TOWN BOARD WORKSHOPS

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

WHEREAS, it has been determined that one Town Board Workshop meeting per month is deemed necessary,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board establishes the following dates in 2005 as Workshop Meetings. These meetings will take place on Tuesday evenings, commencing at 6:00 P.M.

January	18	July	19
February	15	August	16
March	15	September	20
April	19	October	18
May	17	November	15
June	21	December	20

RES. #3-05 SET PLANNING BOARD MEETING DATES

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

BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby set the following dates for the Planning Board Meetings for 2005. Please note that Planning Board Meetings start at 7:00 P.M.

January	3	July	11
February	7	August	1
March	7	September	6*
April	4	October	3
May	2	November	7
June	6	December	5

*Tuesday, due to Labor Day

RES. #4-05 SET ZONING BOARD OF APPEALS MEETING DATES

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

BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby set the following dates for the Zoning Board of Appeals meetings for 2005. Please note that Zoning Board of Appeals meetings start at 7:00 P.M.

January	26	July	27
February	23	August	24
March	23	September	28
April	27	October	26
May	25	November	16
June	22	December	21

RES. #5-05 SET TOWN HOLIDAYS

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

BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby set the following Holidays for 2005 for employees not covered by union contracts. Holiday schedules for covered employees are pursuant to active agreements in force.

January	1 st	New Year's Day (Observed 12/31/04)
January	17th	Martin Luther King Day
February	21st	President's Day
May	30th	Memorial Day
July	4th	Independence Day
September	5th	Labor Day
October	10th	Columbus Day
November	8th	Election Day
November	11th	Veterans Day
November	24th	Thanksgiving Day
November	25th	Day After Thanksgiving
December	26th	Christmas Day

RES. #6-05 AUTHORIZE SUPERVISOR TO EXECUTE AGREEMENTS WITH CONTRACTUAL EMPLOYEES, CSEA AND COUNCIL 82

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

BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor Ronald K. Hotaling, Jr. to execute all agreements between the Town of Coeymans and contractual employees, CSEA and Council 82.

RES. #7-05 APPOINT SUPERVISOR HOTALING LIAISON FOR SNOWMOBILE GRANT

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

BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Supervisor Ronald K. Hotaling, Jr. as liaison to the Snowmobile Grant and resolves in him the authority to execute the necessary documents in furtherance of administering this grant.

RES. #8-05 DESIGNATE DEPOSITORIES OF FUNDS

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

BE IT RESOLVED, that the Town Board of the Town of Coeymans, pursuant to Town Law, Section 64 (1), 20 and 35 that National Bank of Coxsackie, Fleet Bank, First Niagara, Charter One, or any other bank or depository authorized by the State of New York, be designated as the depository of all funds of the Town of Coeymans. In addition, the Town Board directs that all Town officials responsible for monies are hereby required to deposit said monies into said depository.

RES. #9-05 AUTHORIZE PAYMENT IN ADVANCE OF AUDIT OF CLAIMS

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, the following resolution was APPROVED – VOTE – AYES 5 – NAYS 0 – SO MOVED

BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize the payment in advance of audit of claims for public utility services, telephone, postage, freight and express charges, lease and maintenance agreements, and any other prepayments that would result in penalties against the Town of Coeymans. In addition, all payroll and employee benefits payable and due at specific times.

RES. #10-05 DESIGNATE OFFICIAL NEWSPAPER

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

BE IT RESOLVED, that the Town Board of the Town of Coeymans pursuant to Section 64, Subdivision 11 of the Town Law, designates The News Herald, a newspaper regularly published in the Town of Coeymans, County of Albany, the official newspaper of the Town of Coeymans.

RES. #11-05 APPOINT ADMINISTRATOR OF ACCESS

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

WHEREAS, the Town Board of the Town of Coeymans, does hereby have an agreement with Mid-Hudson Cablevision to provide public access programming directly from the Town Building located at 18 Russell Avenue, Ravena, New York.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint William Price as the Administrator of Access for the purpose of coordinating, programming, and overseeing individuals involved in the telecasting of approved programs, to serve without remuneration.

RES. #12-05 SET MILEAGE RATE

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

BE IT RESOLVED, that the Town Board of the Town of Coeymans, pursuant to Section 102, Subdivision 1 of the Town Law, establishes the rate of .405 cents per mile for the authorized use of personal vehicles by town employees in performance of their duties.

RES. #13-05 SET JURY DUTY RATE

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

BE IT RESOLVED, that the Town Board of the Town of Coeymans will allow \$5.00 per day for being called for Jury Duty and \$20.00 per day for serving as jurors at trials held by Town Justices.

RES. #14-05 AUTHORIZE ATTENDANCE AND PRE-REGISTRATION FOR ASSOCIATION OF TOWNS ANNUAL MEETING

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

WHEREAS, the Association of Towns has developed an in-office pre-registration procedure for the 2005 Annual Meeting, and

WHEREAS, the Association of Towns has offered a preferential pre-registration rate of \$100 per person, and

WHEREAS, the Town Board of the Town of Coeymans has authorized by previous motion December 27, 2004, the Supervisor to take advantage of the preferential pre-registration rate of \$100 per person,

NOW, THEREFORE, BE IT RESOLVED, that all Elected Officials and employees specifically authorized by the Town Board may attend the Association of Towns Convention in New York City, February 20-23, 2005, and that Town will reimburse them at a per diem of \$75 per day.

RES. #15-05 APPOINT DELEGATE & ALTERNATE FOR ASSOCIATION OF TOWNS ANNUAL MEETING

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

BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Supervisor Ronald K. Hotaling, Jr. as Delegate for the Town of Coeymans at the Association of Towns Convention, February 20-23, 2005, and Councilwoman Nita J. Chmielewski as an alternate.

RES. #16-05 APPOINT ZONING BOARD OF APPEALS CHAIRMAN

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

BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby reappoint Kerry Marsh as Chairman of the Zoning Board of Appeals to a term to expire on December 31, 2005.

RES. #17-05 APPOINT PLANNING BOARD CHAIRMAN

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

BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Peter Foronda as Chairman of the Town of Coeymans Planning Board. This appointment is effective immediately and will expire on December 31, 2005.

RES. #18-05 APPOINT PLANNING BOARD MEMBER

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

WHEREAS, the term of Town of Coeymans Planning Board member Donald Wilson has expired December 31, 2004, and

WHEREAS, the Town Board is desirous of filling the vacancy created by the expired term,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board does hereby appoint Winthrop M. Irwin to the seven-year term on the Planning Board to expire December 31, 2011.

RES. #19-05 APPOINT ETHICS BOARD

On motion of Councilwoman Rogers, seconded by Councilwoman Chmielewski, the following resolution was APPROVED – VOTE – AYES 5 – NAYS 0 – SO MOVED

WHEREAS, the Town Board is advised that the terms of office for the members of the Ethics Board have expired effective, December 31, 2004, and

WHEREAS, the Town Board wishes to continue the work of the Ethics Board,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby reappoints Mark Principato and Sean Parker to the Ethics Board with terms expiring December 31, 2005.

RES. #20-05 APPOINT ZONING BOARD OF APPEALS MEMBER

On motion of Supervisor Hotaling, seconded by Councilwoman Chmielewski, the following resolution was APPROVED – VOTE – AYES 5 – NAYS 0 – SO MOVED

WHEREAS, the term of appointment for Gerald McDonald expires December 31, 2004, and

WHEREAS, the Town Board is desirous of filling the position, and

WHEREAS, Mr. McDonald is desirous of being reappointed,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Gerald McDonald as a member of the Zoning Board of Appeals with a term to expire December 31, 2005.

RES. #21-05 AUTHORIZATION OF EMPLOYEES 2005

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

WHEREAS, the Town Board has previously approved the 2005 Annual Budget for the Town of Coeymans, and

WHEREAS, that budget included appropriations for personal services for contractual and non-contractual employees,

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Coeymans authorizes the following employees for 2005, in accordance with labor contracts in effect and budgeted amounts for positions outside the scope of negotiated contracts. (See attached list)

NAME	POSITION	ANNUAL PAY PERIODS	RATE/HR. OR SALARY
R. K. Hotaling, Jr.	Supervisor	26	961.53
M. Lewandowski	Confidential Secretary	26	13.338
L. Foss	Bookkeeper p/t	26	10.53
C. Barger	Bookkeeper p/t	26	10.79
S. Boehlke	"	26	10.79
F. Stanton	Councilman	26	307.69
D. Rogers	"	26	307.69
N. J. Chmielewski	"	26	307.69
L. H. Conrad	"	26	307.69
J. Rotello	Town Attorney	26	500.00
G. Dardani	Justice	26	580.00
V. Pearson	"	26	580.00
L. Eissing	Court Clerk	26	18.48
M. Eissing	Clerk p/t	26	11.36
Vacant	Clerk		
D. Millious	Town Clerk	26	1318.42
L. Vatalaro	Deputy Town Clerk	26	15.16
F. Farrell	Clerk p/t	26	10.79
L. Libertucci	"	26	10.79
L. Van Valkenburg	Assessor	26	884.62
Vacant	Clerk p/t	26	10.23
D. Crowley	Youth Services Coord. p/t	26	10.65
L. Breedlove	Chief Sewer Plant Opr.	26	20.50
J. Polverelli	Sewer Plant Operator	26	15.42
L. Gilchrist	Sewer Plant Opr. Trainee p/t	26	12.30
A. Deering	Superintendent	26	1648.00
E. Barrett	Mechanic	26	15.78
Vacant	Deputy Highway Sup.	26	10.94
T. Bennett	Equipment Oper. II	26	16.56
B. Burns	Equipment Oper. I	26	14.67
G. LaMountain	"	26	14.67
N. Perry	"	26	14.67
D. Merrill	"	26	13.50
H. Williams	"	26	13.50
J. Van Alstyne	Confidential Secretary p/t	26	10.23
J. Vasquez	Seasonal p/t	26	10.96
R. Burns	"	26	13.23
J. Deering	"	26	13.23
H. Conrad	"	26	13.23
J. Deering	"	26	13.23
T. Gallagher	"	26	13.23

P. Boettner	"	26	13.23
C. Radley	"	26	13.23
D. Wickham	"	26	13.23
H. Stannard	"	26	13.23
C. Weeks	"	26	13.23
M. Quinto	"	26	13.23
F. Rulison	"	26	13.23
S. Giroux	Police Chief	26	2624.80
D. Ruby	Confidential Secretary	26	13.23
J. O'Brien	Sergeant	26	21.04
M. Powell	"	26	21.04
A. Washington	"	26	21.04
D. Contento	Police Officer	26	19.17
R. Harvey	"	26	19.17
G. Darlington	"	26	19.17
J. Dunn	Police Officer p/t	26	19.17
C. Parker	"	26	19.17
J. Albert	"	26	19.17
J. Eric Muller	"	26	19.17
L. Roe	"	26	16.15
J. Rundell	"	26	16.15
D. LaMountain	Senior Telecommunicator	26	17.33
J. Tucker	Telecommunicator	26	16.33
M. VonSchenk	"	26	16.33
K. Babcock	Telecommunicator p/t	26	16.33
J. D'Ambrosio	"	26	16.33
B. Dunican	"	26	16.33
Randy Hotaling	"	26	16.33
Richard Hotaling	"	26	16.33
Ronald Hotaling	"	26	16.33
S. Huether	"	26	16.33
K. Kearney	"	26	16.33
S. Searles	"	26	16.33
H. Traver	"	26	16.33
H. Traver/J. Shear	ACO p/t	26	10.15
E. Downes	Building Inspector	26	16.97
M. Filkins	Clerk II	26	15.23
S. DeBacco	Asst. Bldg. Inspector p/t	26	14.996
R. Perrine	Foreman	26	17.38
D. Mergendahl	Laborer	26	13.69
T. Plath	"	26	13.69
D. Pasquini	Bingo Inspector	12	66.67
W. Bruno	Civil Defense Director	12	125.00
M. Wolfe	Town Historian	12	33.33
R. Bianca	Custodial Work Supervisor	26	12.154

P. Foronda	Planning Board Chair	12	95.83
J. Kapusta	Planning Board Vice Chair	12	87.50
D. Ross	Planning Board Member	12	79.16
W. Irwin	"	12	79.16
R. Cumm	"	12	79.16
C. Kunz	"	12	79.16
T. Boehm	"	12	79.16
K. Marsh	Zoning Appeals Bd Chair	12	83.33
G. McDonald	Zoning Board Member	12	50.00
P. Brown	"	12	50.00
W. Flach	"	12	50.00
T. Cooper	"	12	50.00
J. Stratta	Cemetery Coordinator		10.00

Discussion ensued between Highway Superintendent Deering and Supervisor Hotaling regarding the Deputy Highway Superintendent's Salary and it being listed hourly.

Supervisor Hotaling stated that it is an established salary in the budget between \$34,000.00 and \$36,000.00 and there will be an hourly rate adjustment for the resolution once it is determined.

RES.#22-05 APPOINT CIVIL DEFENSE DIRECTOR

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

BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint William Bruno as the Civil Defense Director for the Town of Coeymans, and Chairman of the Town Emergency Management Committee, for a term to expire on December 31, 2005. Compensation for this position is \$1,500 per year.

RES. #23-05 APPOINT TOWN HISTORIAN

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

BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Marvin Wolfe Town Historian for the Town of Coeymans, for a term to expire on December 31, 2005. Compensation for this position is \$400 per year.

RES. #24-05 APPOINT MARRIAGE OFFICER

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

BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Marvin Wolfe as Marriage Officer for the Town of Coeymans with the responsibilities as determined by Town Law.

RES. #25-05 APPOINT VOTING MACHINE CUSTODIANS

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

WHEREAS, the Town of Coeymans must appoint voting machine custodian to maintain the voting machines used in elections held within the Town of Coeymans, and

WHEREAS, the Town currently has trained voting machine custodians whose term expired December 31, 2004,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans re-appoints Larry Meilak, John Gilchrist and Malcolm McNaughton to the position of voting machine custodian for a term to expire December 31, 2005.

RES. #26-05 APPOINT DEPUTY TOWN CLERK

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

WHEREAS, Town Clerk Diane Millious desires to appoint a Deputy Town Clerk and has selected an individual for that position,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby acknowledges the Town Clerk's appointment of Lucinda Vatalaro as the Deputy Town Clerk. This appointment is for a term to expire on December 31, 2005.

RES. #27-05 APPOINT BINGO INSPECTOR

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

BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Donna Pasquini as Bingo Inspector with a term to expire December 31, 2005.

RES. #28-05 APPOINT YOUTH SERVICES COORDINATOR

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

BE IT RESOLVED, the Town Board does hereby appoint Danyell Crowley as Youth Services Coordinator, part time, at the hourly rate of \$10.65 for a term to expire December 31, 2005.

RES. #29-05 APPOINT LEGAL COUNSEL FOR PLANNING AND ZONING

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

BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Andrew Brick, Esq. to serve as legal counsel to the Planning Board and the Zoning Board of Appeals for a yearly fee of \$3,500 payable on a monthly basis.

RES. #30-05 APPOINT TOWN PROSECUTOR

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, the following resolution was APPROVED – VOTE – AYES 5 – NAYS 0 – SO MOVED

BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Andrew Brick, Esq. to serve as Town Prosecutor for code violations and Penal Law violations for a yearly fee of \$4,500 payable on a monthly basis.

RES. #31-05 APPOINT TOWN PROSECUTOR FOR TRAFFIC TICKETS

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

BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Andrew Brick, Esq. to serve as Town Prosecutor for traffic tickets issued by Town police officers, for a yearly fee of \$4,500 payable on a monthly basis.

ADDITIONAL COMMENTS

Supervisor Hotaling asked if there were any comments from any members of the public, hearing none he asked if any Town Board members had any comments.

Councilman Conrad wished everyone a Happy New Year and added that it has been a pleasure working with everyone and it went by fast. He then thanked everyone that supported them.

Councilwoman Chmielewski thanked the Department Heads and employees for seeing the Town Board through a difficult year in not spending because it helped them out a lot. She then wished everyone a Happy New Year.

Councilman Stanton stated that he had the same sentiments as Supervisor Hotaling, Councilman Conrad and Councilwoman Chmielewski and continued by thanking the Department Heads for everything that they have done in the past year because it was a tough year. He added that there has been great response from the public in that they are doing a great job and he knows it will continue. He then thanked the Town Clerk's office for helping with the audit.

Councilwoman Rogers wished everyone a Happy New Year.

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the meeting.

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad, to adjourn the meeting.
VOTE – AYES 5 – NAYS 0 – SO MOVED

Time 9:55am

Respectfully Submitted,

APPROVED:

Diane L. Millious
Town Clerk

**A Workshop Meeting was held Tuesday, November 15, 2005 at 6:00pm at
Town Hall, 18 Russell Avenue, Ravena, New York**

PRESENT: Ronald K. Hotaling, Supervisor
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman

ABSENT: Frank Stanton, Councilman
Laverne Conrad, Councilman

AGENDA ITEMS

- Site Visit of Old Coeymans Firehouse
- Possible Attendance at Scrap Meeting – Ravena Grange

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the meeting.

MOTION

On motion of Councilwoman Rogers, seconded by Councilwoman Chmielewski,
the Town Board Workshop was adjourned.

VOTE – AYES 3 – NAYS 0 – ABSENT 2 (Stanton & Conrad) – SO MOVED

Time 9:30pm

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Regular Town Board Meeting was held Monday, November 14, 2005, at 7:00 PM at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling, Jr., Supervisor
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman

ALSO PRESENT: Diane Millious, Town Clerk
Joseph Rotello, Town Attorney
Scott Giroux, Chief of Police
Albert Deering, Highway Superintendent (arrived late)

ABSENT: Frank Stanton, Councilman
Laverne Conrad, Councilman

Supervisor Hotaling opened the meeting and led the Pledge of Allegiance

SUPERVISOR'S OPENING COMMENTS

Supervisor Hotaling stated that the record should reflect the absence of Councilman Stanton and Councilman Conrad in addition to Town Clerk Millious, Town Attorney Rotello, Chief of Police Giroux being present.

He continued by giving an overview of the agenda.

OVERVIEW OF AGENDA

- Public Comment Period
- Approval of Minutes
 - Town Board Workshop, September 20, 2005
 - Town Board Workshop, September 20, 2005
 - Town Board Meeting, September 26 2005
 - Special Town Board Meeting, October 4, 2005
 - Town Board Meeting, October 11, 2005
- Adoption of 2006 Budget
- New Business
 - Biechman Road Cul-De-Sac
 - Resignation of Zoning Appeals Board Member (Cooper)
 - Resignation of Part-Time Clerk I (Farrell)
- Resolutions

- Appoint Seasonal Equipment Operator I (Stannard)
- Appoint Automotive Mechanic (Wilber)
- Appoint Part-Time Clerk I (Lyons)
- Approval to Attend NYS Assessor's Association Seminar
- Approve Council 82 Professional Services Agreement
- Approve Easement Agreements for Old Ravenna Road Project
- Correspondence
 - NYSDOT re: CHIPS Capital Reimbursement
 - Time Warner Cable
 - Village of Ravenna
- Town Board Workshops/Meetings
 - Town Board Workshop, November 15, 2005, 6:00pm
 - Town Board Meeting, November 28, 2005, 7:00pm

PUBLIC COMMENT PERIOD

Supervisor Hotaling invited the public to comment at this time.

Mr. Donald Trickey stated that he wanted to know who is in charge of the water lines in the Town of Coeymans in addition to wanting to know what the Town pays to maintain them.

Supervisor Hotaling asked for clarification purposes if he was asking about the waterlines that are in the Hamlet of Coeymans.

Mr. Trickey stated that they are the ones that feed the hydrants.

Supervisor Hotaling stated that in 1982 there was the latest agreement between the Town and Village relative to water supply and the Coeymans Water Supply District. He added that the contracts going back to the 20's stated the fact that the lines in the Hamlet of Coeymans are owned and maintained by the Village of Ravenna and as a result of that there have been several changes in the manner in which costs are attributed to those people who are in the Water Supply District. He continued by saying that most recently in 1982 the cost was 150% of the rate that the Village residents pay for their water usage in the Village of Ravenna and the additional 50% was to be utilized for the maintenance of those particular waterlines in the Hamlet. He added that to give it in terms of dollars, most recently the Town collects approximately \$160,000.00 of water rents on an annual basis for people in the Coeymans Water Supply District and the additional 50% is apportioned and set aside and given to the Village for the purpose of maintaining those lines since and it has been since 1982, which is approximately 1 million dollars. He concluded by saying that there are some distinctions that the Village makes within the Agreement relative to maintenance, repair and replacement but it is clear to him and the Town Board that the maintenance requirements are the responsibility of the Village of Ravenna.

Mr. Trickey thanked Supervisor Hotaling.

Supervisor Hotaling asked if there were any further comments.

Ms. Donna Pasquini stated that she is a resident of the Hamlet of Coeymans and she is concerned about the rash of dirt bike and four-wheeler incidents that happen all hours of the day. She added that some of them have license plates but inadequate exhaust systems and they do not have lights. She continued by saying that they travel at top speed and if it's dark no one can see them because the drivers wear dark clothes. She concluded by asking if there is a code about riding within so many feet of a residence and added that if there is not the Town should look into enforcing one to get the dirt bikes and four-wheelers off the streets, which would include the entire town for areas like Coeymans Hollow where there are problems as well.

Supervisor Hotaling asked Chief Giroux about the ability to ride that type of vehicle on a public highway such as crossing over a highway to continue on a trail.

Chief Giroux stated that the only exception in allowing this type of vehicle on a public highway is to cross the highway to go from one legitimate trail to another and they are not allowed on the right-of way of the road.

Supervisor Hotaling interjected that this would not provide an opportunity to ride up Westerlo Street to a trail that might be in the Village of Ravena.

Chief Giroux stated that this was not the intent and it would not be allowed.

Supervisor Hotaling asked Chief Giroux if there has been an increase of incidents in the Hamlet of Coeymans.

Chief Giroux stated that it has been a constant problem and there are fewer incidents in the Hamlet than in Coeymans Hollow. He added that when they get a call, they respond and they are lucky if they can apprehend the violator.

Supervisor Hotaling inquired about dirt bikes that may have license plates but an illegal exhaust system.

Chief Giroux stated that he would assume that if there were plates they would be street legal but they would have to check into the validity of the license and then check the equipment to see if the bike meets the requirements to be road worthy.

Supervisor Hotaling asked that Chief Giroux relay the complaint to the patrols and then asked Ms. Pasquini if there is a particular time that it is a problem.

Ms. Pasquini stated that it usually happens between 9-11pm and by the time that a call is made they are gone and with a helmet and dark clothes they cannot be identified.

Chief Giroux stated that he would concur with Ms. Pasquini's assessment and it is usually the case but he would encourage people to continue to call because they may be right around the corner.

Supervisor Hotaling stated that because the offenders may be juveniles, he would make a public statement to encourage better parental supervision over the use of those vehicles and restrict the use to where they are designed to be used in times when they are designed to be used. He continued by saying that it may be difficult to catch the offender but if they are caught the laws relating to it will be enforced.

Ms. Pasquini interjected that she knows where they go and where they shut the bikes off and hide them but the police can't actually catch them on the vehicle.

Chief Giroux stated that he would encourage anyone with information to call the Police Department because they might be able to act on it or they can direct their patrol to the area where it is happening. He continued by saying that if the offender is caught they are pretty aggressive about enforcing the law.

Ms. Pasquini thanked the Town Board and Chief Giroux.

Supervisor Hotaling asked if there were any further comments, hearing none he moved to the next agenda item.

APPROVAL OF MINUTES

Supervisor Hotaling stated that there were 5 sets of Minutes for Town Board approval and asked for a motion to accept the minutes as presented by the Town Clerk's Office.

MOTION

On motion of Councilwoman Rogers, seconded by Councilwoman Chmielewski, the 09-20-05 Town Board Workshop, 09-20-05 Comprehensive Plan Workshop, 09-26-05 Town Board Meeting, 10-04-05 Special Town Board Meeting and 10-11-05 Town Board Meeting Minutes were approved as read.
VOTE – AYES 3 – NAYS 0 – ABSENT 2 (Stanton & Conrad) – SO MOVED

ADOPTION OF THE 2006 BUDGET

Supervisor Hotaling stated that there was a Special Town Board Meeting on 10-04-05 for the purpose of presenting the 2006 Tentative Budget to the Town Board by the Town Clerk. He added that since that time there have been several Workshops in which the Town Board met with department heads to discuss the development of a Preliminary Budget, and on November 4th there was a Public Hearing to receive comments. He continued by saying that there were only two people wishing to make comment, which one related to the date and time of the Public Hearing and the other related to a concern about the rising level of taxes and asked that departments reduce their spending by 5%.

He added that Town Law requires that the budget be approved by 11-20-05 and he would be asking that the Town Board members present consider making the Preliminary Budget the Adopted Budget for 2006. He continued by saying that he would review the budget as it relates to taxes and stated that there are three components, which are: the Town of Coeymans proposes to raise \$1,974,607.00 by taxes and the rate for 2005 was \$4.95 per thousand and the rate for 2006 is \$5.08 per thousand, which is a 13 cent per thousand increase, which equates to a 2.76% increase in addition the budget contains the budget of the Coeymans Hollow Fire District where they intend to raise \$183,000.00 by taxes, the rate for last year was \$1.33 per thousand and this year it is \$1.30 per thousand, which provides for a 2.21% decrease in their rate and the Coeymans Fire District intends to raise \$299,440.00 by taxes and their rate for 2005 was \$1.88 per thousand and this year it is \$1.95 per thousand, which is a 3.77% increase. He continued by saying that in previous meetings and at the Budget Public Hearing they have reviewed the components of the budget and the comments that they heard at the Public Hearing do not relate to anything specific in the budget. He then asked for a motion to adopt the 2006 Preliminary Budget as the Adopted Budget for 2006.

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, to convert the Preliminary Budget of 2006 to be the Adopted Budget for 2006.

VOTE – AYES 3 – NAYS 0 – ABSENT 2 (Stanton, Conrad) – SO MOVED

NEW BUSINESS

Biechman Road Cul-De-Sac

Supervisor Hotaling asked that Town Attorney Rotello summarize this topic.

Town Attorney Rotello asked Supervisor Hotaling if he had received the updated approval and acceptance from Highway Superintendent Deering.

Supervisor Hotaling stated that he didn't believe that he did.

Town Attorney Rotello stated that in 2000 there was an application for a subdivision at the end of Biechman Road and it was conditional upon the acceptance and approval of the cul-de-sac area being deemed a Town Road and information and indications at that time were that it was the Town that had installed and built up the road in addition to maintaining it for 30-40 years and it had been used for a school bus turnaround. He continued by saying that it was determined by Highway Superintendent Deering in 2002 that it could be accepted by the Town and they were waiting for delivery of the deed, which now has been obtained. He added that this Town Board had requested that Highway Superintendent Deering provide an updated letter indicating that it was still acceptable in addition to verifying with the Assessor's Office that the tax maps have been updated.

Supervisor Hotaling asked Highway Supervisor Deering if a correspondence was on its way to the Town Board recommending that it be accepted.

Highway Superintendent Deering stated that he did not have anything in writing but he could make something up.

Supervisor Hotaling stated that since a lot of time has passed since the original resolution was done in 2000 and Highway Superintendent Deering had requested it in writing in 2002, he wanted it reconfirmed and a current response. He then asked that Highway Superintendent put in writing that the cul-de-sac would be acceptable as a Town Road and continued by suggesting that it be tabled until the 11-28-05 Town Board Meeting.

Highway Superintendent Deering inquired as to if the original request was not right.

Supervisor Hotaling stated that the request was in 2002 and a lot of things may have changed.

Town Attorney Rotello interjected that he had advised the Town Board that they should get an updated verification from Highway Superintendent Deering and he believes that something in memo form with a current date would be acceptable.

Supervisor Hotaling stated that Highway Superintendent Deering could take the 2002 memorandum and put a current date on it and added that he was tabling it until the next meeting.

Resignation of Zoning Appeals Board Member

Supervisor Hotaling stated that he had received a letter from a member of the Zoning Board of Appeals, Thomas Cooper, who submitted his letter of resignation. He continued by reading the following:

November 3, 2005

Hon. Ronald Hotaling
Supervisor, Town of Coeymans
Russell Avenue
Ravena, NY 12143

Dear Mr. Supervisor:

I hereby submit my resignation as a member of the Town of Coeymans Zoning Board of Appeals, effective immediately. As of the first of November I am a resident of the State of North Carolina and will be ineligible to complete my term, which expires on December 31, 2006.

I wish to thank you and the members of the Town Board for having allowed me to serve the residents of the Town of Coeymans in this capacity. Having lived here for nearly 27 years I have seen many changes. I hope there will be many more, for the improvement of the Town. During my nearly nine years of service, I have worked with Chair Kerry Marsh and my colleagues to ensure that the zoning laws of the Town are obeyed and that this will be an inviting place to live and conduct business.

Quite frankly, I think that this is the very finest Zoning Board of Appeals this Town has ever had. Each member is knowledgeable, hard working and dedicated to the integrity of the responsibility they hold.

I wish you and the members of the Town Board the very best.

Sincerely,

Thomas H. Cooper

Supervisor Hotaling asked for a motion accepting the resignation.

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, to accept the resignation of Thomas Cooper, Zoning Board of Appeals member.
VOTE – AYES 3 – NAYS 0 – ABSENT 2 (Stanton, Conrad) – SO MOVED

Councilwoman Chmielewski suggested that a letter be sent on behalf of the Town thanking him for his service to the Town of Coeymans.

Supervisor Hotaling stated that he would send a letter in addition to commencing the search for a Zoning Board of Appeals member to fill the unexpired term of Mr. Cooper.

Resignation of Clerk I

Supervisor Hotaling stated that he was in receipt of a copy of a letter from Town Clerk Millious and asked that she read it.

Town Clerk Millious continued by reading the following:

November 1, 2005

Diane Millious, Town Clerk
18 Russell Avenue
Ravena, NY 12143

Dear Diane:

This is to inform you that I will be leaving my position as part-time clerk in your office as of November 15, 2005. It has been a pleasure working with you, Cindy and Linda these last four years. I would like to thank you and the Town Board for the opportunity to work for the Town of Coeymans.

I extend my best wishes to all.

Frances Farrell

Supervisor Hotaling stated that later in the meeting there would be a resolution for the appointment of her replacement. He continued by asking for a motion to accept the resignation.

MOTION

On motion of Councilwoman Rogers, seconded by Councilwoman Chmielewski, to accept the resignation of Frances Farrell, part-time clerk.

VOTE – AYES 3 – NAYS 0 – ABSENT 2 (Stanton, Conrad) – SO MOVED

Councilwoman Chmielewski suggested that Supervisor Hotaling send a letter to Ms. Farrell as well thanking her for her service to the Town of Coeymans.

Town Clerk Millious added that Fran was with the Town Clerk's Office for four years and continued by saying that she regrets her leaving but accepts her resignation. She added that she will miss her and hopes that she enjoys her retirement.

RESOLUTIONS

RES. #110-05 APPOINT HIGHWAY SEASONAL EQUIPEMENT OPERATOR I

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, the following resolution was APPROVED – VOTE – AYES 3 – NAYS 0 – ABSENT 2

Stanton, Conrad) – SO MOVED

WHEREAS, Article XXIX of the CSEA contract provides for the hiring of winter road maintenance seasonal employees, and

WHEREAS, the Albany County Civil Service Department has confirmed this job title as a non-competitive position requiring the chosen candidate to meet minimum qualifications, and

WHEREAS, the Superintendent of Highways has confirmed the candidate meets minimum qualifications,

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Coeymans authorizes the appointment of Harry Stannard to the seasonal position of Equipment Operator I, effective immediately, at a rate of pay commensurate with the Union Agreement.

RES. #111-05 APPOINT HIGHWAY AUTOMOTIVE MECHANIC

On motion of Councilwoman Rogers, seconded by Councilwoman Chmielewski, the

following resolution was APPROVED – VOTE – AYES 3 – NAYS 0 – ABSENT 2 Stanton, Conrad) – SO MOVED

WHEREAS, the Superintendent of Highways is desirous of filling the Automotive Mechanic position at the Highway Department, and

WHEREAS, the Albany County Civil Service Department has confirmed this job title as a non-competitive position requiring the chosen candidate to meet minimum qualifications, and

WHEREAS, the Superintendent of Highways has confirmed the candidate meets minimum qualifications,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize the appointment of Damon P. Wilber to the position of Automotive Mechanic at the hourly rate of \$13.50, effective immediately.

RES. #112-05 APPOINT PART-TIME CLERK I, TOWN CLERK'S OFFICE

On motion of Supervisor Hotaling, seconded by Councilwoman Chmielewski, the following resolution was APPROVED – VOTE – AYES 3 – NAYS 0 – ABSENT 2 (Stanton, Conrad) – SO MOVED

WHEREAS, the recent resignation of a part-time Town Clerk staff member has reduced departmental coverage within Town Hall, and

WHEREAS, the Town Board believes that additional part-time staff people will provide necessary office coverage, and

WHEREAS, the Albany County Department of Civil Service has reviewed and approved the candidate's qualifications,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Beverly Lyons to the position of part-time Clerk I, at the hourly rate of \$10.23, effective November 21, 2005.

Town Clerk Millious thanked the Town Board for allowing her to fill the position.

RES. #113-05 AUTHORIZE ASSESSOR TO ATTEND SEMINAR

On motion of Councilwoman Chmielewski, seconded by Supervisor Hotaling, the following resolution was APPROVED – VOTE – AYES 3 – NAYS 0 – ABSENT 2 (Stanton, Conrad) – SO MOVED

WHEREAS, the New York State Assessor's Association is offering a one-day seminar on RPS V4 Valuation on November 18, 2005, and

WHEREAS, Sole Assessor Laura VanValkenberg has determined this seminar to be a valuable training for her office and is desirous of attending.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Assessor VanValkenberg attendance at this seminar and payment of the \$85.00 course fee.

RES. #114-05 AUTHORIZE SUPERVISOR TO EXECUTE AGREEMENT WITH AMTEK HUMAN RESOURCE CONSULTANTS

On motion of Councilwoman Rogers, seconded by Councilwoman Chmielewski, the following resolution was APPROVED – VOTE – AYES 3 – NAYS 0 – ABSENT 3 (Stanton, Conrad) – SO MOVED

WHEREAS, the Town is to enter into contract negotiations with Council 82, and

WHEREAS, the Town is desirous of having Amtek Human Resource Consultants represent the Town in negotiations and manage all related business involving the labor union, and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor Ronald K. Hotaling, Jr. to execute the professional services agreement with AMTEK Human Resource Consultants. Fees for these services will be charged at a rate of \$130.00 per hour in addition to mileage/tolls, for the duration of the negotiations with Council 82 resulting in a new Labor Management Agreement.

Supervisor Hotaling stated that they have met several times as a negotiating team and there are many issued that are before them. He added that Mr. Richardson has proven to be a very effective negotiator as well as knowledgeable of the issues that municipalities are facing.

RES. #115-05 AUTHORIZE SUPERVISOR TO EXECUTE PURCHASE AGREEMENTS FOR EASEMENTS FOR OLD RAVENA ROAD PROJECT

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, the following resolution was APPROVED – VOTE – AYES 3 – NAYS 0 – ABSENT 2 (Stanton, Conrad) – SO MOVED

WHEREAS, the Town of Coeymans, in conjunction with the County of Albany, is undertaking the bridge replacement project on Old Ravena Road, and

WHEREAS, the project has advanced to the area of the North Bridge known as PIN 1754.74, and

WHEREAS, certain properties near the North Bridge site were necessary to acquire, and

WHEREAS, the firm of R.K. Hite & Co., Inc. was engaged to negotiate said purchases of permanent and temporary easements, and

WHEREAS, attached hereto are the following eight (8) Purchase Agreements negotiated

<u>Price</u>	<u>TRN</u>	<u>Map(s)</u>	<u>Owner</u>	<u>Purchase</u>
	5		16	Lisa M. Day
	6	17	Joan Henges, f/k/a Joann Ireland	\$ 400.00
	8	18 & 23	Lynn A. Freeman & Megan Prest	\$ 950.00
	9	19	Dorothy A. Dutton, Phyllis M. Ingraham and William F. Dutton	\$1,100.00
	10	20	Robert J. Viviano & Barbara Viviano	\$ 600.00
	11	21	Carlyle Bennett, Jr. & Donna Bennett	\$2,100.00
	12	22	Richard H. Kaiser & Jean A. Kaiser	\$1,350.00
	13	12	Geoffrey Wolfgang & Jay Wolfgang	\$2,000.00

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans, authorizes Supervisor Ronald K. Hotaling, Jr., to sign and execute the aforementioned Purchase Agreements and forward completed Agreements to Mr. Michael Franchini, Commissioner of Public Works, Albany County.

Supervisor Hotaling stated that the North Bridge is about to be replaced on Old Ravena Road and the relocation provided the need for paying some permanent and temporary easements along the roadway along the approaches to and from the bridge. He added that as the resolution indicates, the County along with the Town of Coeymans engaged R.K. Hite and Company to negotiate those temporary and permanent easements. He continued by saying that attached to the original are documents signed by the property owners and with the authority of the resolution he will be able to execute the agreements and forward them back to the county and the project will move along. He added that there is still one remaining issue relative to the Vale Meadow Apartments and the owner has broken off negotiations with R.K. Hite and the Town is exploring some options to employ to make sure that the project stays on track and will be announced at the next meeting.

CORRESPONDENCE

NYSDOT re: CHIPS Capital Reimbursement

Supervisor Hotaling stated that a copy of a letter dated 10-26-05, which was sent to Highway Superintendent Deering was forwarded to him relative to the CHIPS capital reimbursement schedule. He added that the reimbursement is scheduled to be made on or about 12-15-05 in the amount of \$61,408.74 and it is approximately \$2,000.00 higher than was budgeted for. He then asked that Highway Superintendent Deering explain what the money goes towards.

Highway Superintendent Deering stated that it goes toward road paving, culverts, sidewalks, etc.

Supervisor Hotaling stated that this money would be incorporated in the effort that has already been done in 2005 and it will be used to offset some of the costs associated with it.

Time Warner Cable

Supervisor Hotaling stated that he has a letter dated 11-09-05 from Time Warner Cable and it is a notification to the Town that they are involved in an investiture of Comcast. He continued by quoting from the letter: "Upon completion of the transaction Time Warner will become a publicly traded company. The transaction

will have no impact on the system and its operations or local management. In particular: there will be no transfer of the System, or any applicable local franchise, which will continue to be held by the same affiliate Time Warner Cable. The local management and staff will remain the same. There will be no change in control. Time Warner Cable will continue to be solely and exclusively responsible for the day-to-day management and operation of the system. There will be no change in our commitment to provide our customers with the best in programming choices and customer service at a competitive rate. This transaction will have absolutely no impact on our business policies or practices. Local management will continue to report to the same executives of Time Warner Cable.”

Supervisor Hotaling stated that the letter was signed by Peter Taubkin, Vice President, Government Relations & Public Affairs and continued by saying that in the Town of Coeymans, Time Warner Cable only makes up a very small component of the cable network and the franchise fees that the Town receives are relatively minor.

Village of Ravena

Supervisor Hotaling stated that he had sent a letter dated 11-10-05 to Mayor Bruno, relative to the Coeymans Hamlet Sewer District and the discussions that they have had with DEC regarding high-flows and incidents of man-hole breach on high rain days in addition to a recent inspection where there were some issues relative to the VanHoesen Street over-flow and the treatment of its outflow. Also in the letter it states that DEC sent a letter on 08-05-05 and they requested that the Town provide updated data on the district's effort to mitigate the I&I in addition to a summary of the connections applied for and approved, the number of connections actually made and the total I&I removed to date in the Town and the Village. He continued by saying that in 2001 a moratorium was placed on the Sewer District by DEC and it was based on the high-flows and some concerns that there were relative to the plant and on some days they were exceeding 2 million gallons in a plant that was designed for 700,000 gallons. He continued by saying that since that time authorization was granted for 30 hookups, which was granted in 2003 and 22 were earmarked for the Laura Lane subdivision, which is in the Village. He added that based on his calculations he can safely assume that all of the approved hookups have been made or accounted for and consequently he has stated in the letter to the Mayor that no further hookups shall take place in either of the districts, unless and until further application by the Town can be made to and approved by DEC. He continued by saying that in the letter he has also asked for data relative to the Village I&I reports that they are required to submit based upon their Consent Order of the VanHoesen Street overflow. He added that he would incorporate the data from the years 2001 through 2004 in his updated letter to DEC. He continued by saying that it is a process the Town has initiated with the Village and they are hopeful that they can come to a quick meeting of the minds in providing the data

to DEC and convince them that they have done everything to this point to reduce the amount of I&I that comes into the system and that coupled with the Waste Water Treatment Plant improvements they can hopefully prove to DEC that they are on the right path for recovery and relaxation of the moratorium that was issued. He concluded by saying that he wanted the public to know that the position of the Town Board is that there will be no further sewer hookups can take place until such time as they have the issue resolved.

Councilwoman Chmielewski asked if there has been a response to the letter.

Supervisor Hotaling stated that he has not but he had given a copy to the Village Building Inspector and asked that he makes sure that the Mayor had gotten the letter.

TOWN BOARD WORKSHOPS/MEETINGS

Supervisor Hotaling continued by giving the dates of future Town Board Workshops and Meetings.

- Town Board Workshop – November 15, 2005, 6:00pm
- Town Board Meeting – November 28, 2005, 7:00pm

ADDITIONAL COMMENTS

Supervisor Hotaling asked if there were any additional Town Board comments or if Town Clerk Millious, Attorney Rotello or Chief Giroux had anything to report.

Town Attorney Rotello stated that as a point of reference because of some confusion when people receive their tax bills, he wanted to advise that tax bills tell the change in the levy and not necessarily the percent of increase or decrease of the tax rate. He added that the change in the levy is not the same figure as the change in the tax rate.

Supervisor Hotaling interjected that last year's levy was 1.910 and this year it is 1.974, or approximately \$64,000.00 more.

Town Attorney Rotello stated that it was approximately 3.5% and that would be the number that would show on the tax bill as a % increase or decrease over the previous year, but the rate per thousand is increasing by 2.67% and this is the number that is important.

Supervisor Hotaling stated that he is glad that he pointed this out because last year in 2005 the budget was a .99% increase but it showed a decrease in the levy. He added that it is confusing because there are other components such as fire district and county taxes that are incorporated.

Councilwoman Chmielewski asked Town Clerk Millious how the grant was going for the record retention.

Town Clerk Millious stated that it is going very well and added that Mr. Andy Raymond from NYS Archives had met with her and the staff that was hired for the project to go over the process and answer any questions that they may have. She added that currently they are taking inventory and recording the data on sheets and in turn the data will have to be entered into a program on the computer, which will be in her office.

Councilwoman Chmielewski asked if the staff is working everyday.

Town Clerk Millious stated that they were and it will be a few months before the inventory is complete.

Chief Giroux stated that he wanted to get on the agenda for an upcoming Workshop to discuss the search for additional part-time police officers and the communication issues that they have had. He added that he wanted to bring the radio vendor to the Workshop to discuss it with the Town Board.

Supervisor Hotaling stated that they could do this in December and added that a new police vehicle had been delivered.

Chief Giroux stated that they had gotten a 2006 Durango and they are in the process of getting it outfitted. He added that it would be a couple of weeks before it is in service.

Supervisor Hotaling asked if there were any additional comments, hearing none he asked for a motion to adjourn the meeting.

ADJOURNMENT

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, the Town Board Meeting was adjourned.

VOTE – AYES 3 – NAYS 0 – ABSENT 2 (Stanton, Conrad) – SO MOVED

Time 7:52pm

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Public Hearing was held Friday, November 4, 2005, at 7:00PM at Town of Coeymans, Town Hall, 18 Russell Avenue, Ravena, New York.

PRESENT: Ronald K. Hotaling Jr., Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ALSO PRESENT: Diane L. Millious, Town Clerk
Scott Giroux, Chief of Police

Supervisor Hotaling opened the Public Hearing and led the Pledge of Allegiance.

NOTICE OF PUBLIC HEARING

Supervisor Hotaling asked that Town Clerk Millious read the Notice of Public Hearing that was published in the Town's official newspaper.

NOTICE IS HEREBY GIVEN that the Town Board of the Town of Coeymans will meet and review said Town of Coeymans Budget for January 1, 2006, and hold a Public Hearing, thereon, at Town Hall, 18 Russell Avenue, Ravena, NY at 7:00pm on Friday, November 4, 2005.

Pursuant to Section 108 of Town Law, listed below are the proposed salaries of Elected Officials:

Supervisor	(1)	\$35,000.00
Council	(4)	\$32,000.00
Justice	(2)	\$31,368.00
Highway Super.	(1)	\$44,562.00
Town Clerk	(1)	\$35,650.00

A copy of the Preliminary Budget is available at the Town Clerk's Office, 18 Russell Avenue, Ravena, NY, where it may be viewed or obtained during regular business hours.

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

OPENING COMMENTS

Supervisor Hotaling stated that before public input he wanted to summarize the tax rates for the budgets that are incorporated within the Preliminary Budget. He added that the Town of Coeymans for 2006 proposes to raise \$1,974,607.00 by taxes providing for a rate per thousand of \$5.08 as compared to a prior rate from 2005 of \$4.95 per thousand, providing for a 2.76% increase in taxes based upon the tax rate. He continued by saying that in addition the Coeymans Hollow Fire District is proposing to raise by taxes \$183,000.00 and is providing for a rate per thousand of \$1.30 compared to last year's 2005 rate of \$1.33 providing for a tax reduction in the rate of 2.21% and the Coeymans Fire District proposes to raise \$299,440.00 by taxes, providing for a tax rate per thousand per assessed value of \$1.95 compared to a 2005 rate of \$1.88, which then provides for a 3.77% increase in taxes.

Supervisor Hotaling continued by saying that there is a sign-in sheet for anyone wishing to comment and then invited public comment.

PUBLIC COMMENT

Supervisor Hotaling stated that there are no names on the sheet and those in attendance apparently did not want to comment. He added that over the years he has been advised that Public Hearings have to remain open for 20 minutes but he has not been shown the law, rule or regulation pertaining to that however he was going to adhere to that. He continued by saying that they started the Public Hearing at 7:05 and it would remain open until 7:25 and while they were waiting for someone to comment they would be disabling the audio but the video would remain running.

Supervisor Hotaling stated that he has been advised that there were inquiries as to why the volume is not working and continued by saying that at 7:05 they commenced the Public Hearing and no one had signed the sign-in sheet to speak. He added that given the suggestion that a Public Hearing has to remain open for 20 minutes the Town Board had decided to adopt that principle and would remain until 7:25 to hear anyone that wants to be heard. He continued by saying that it was 7:19 and no one had signed in or stepped up to the microphone and the reason that the sound was turned down was to avoid the public from hearing the idle chatter and/or rustling of paper that might occur during the down-time. He concluded by asking that the audio be disabled until someone wishes to speak or until the end of the Public Hearing.

Supervisor Hotaling stated that two speakers had arrived and reiterated that it is a Public Hearing for the Preliminary Budget for 2006 and included in the budget is the budget for the Coeymans Hollow Fire Company and Coeymans Fire

District. He then asked that anyone wishing to speak, sign the sheet and step up to the microphone.

Ms. Sylvia Lawler stated that she believes that having a Public Hearing on a Friday night is very difficult for the people of the Town as Friday is the day for people to go to synagogue and it is a social evening and Friday nights should be limited to emergency meetings. She added that she had spoken with Supervisor Hotaling and he had explained the confines of the time between when the budget is presented and when there has to be a Public Hearing. She continued by saying that based on the turnout, she would suggest scheduling another Public Hearing if it were permitted or if an exception could be made as she would like to see more than ½ dozen people on something as important as the budget.

Supervisor Hotaling thanked Ms. Lawler for her comments and added that he would review the budget schedule. He continued by saying that the filing of the Tentative Budget took place on 09-30-05 and by 10-05-05 it was presented to the Town Board and there have been meetings with department heads in Workshop sessions. He added that at a Town Board Meeting on 10-10-05 they talked about establishment of a Public Hearing date and found themselves constrained by the requirement in Town Law to have at least five days between the notice of the publication for the hearing and the hearing date. He continued by saying that the official newspaper is a weekly publication and although some people can pick up the newspaper on Wednesday, the official date of the publication is Thursday and given that reality and given the requirement of 5 days between the Public Hearing and the Notice of Public Hearing and the Public Hearing itself he had worked with the Town Clerk and ascertained that the notice had to be in by 10-27-05 in order to comply. He continued by saying that when the Notice hits the paper, the budget is in fact a Preliminary Budget and must be made available to the public. He added that the constraints not only led to a Friday night Public Hearing but also constrained the Town Board in its effort to review the Tentative Budget and formulating it to a Preliminary Budget. He concluded by apologizing to anyone that may be offended in terms of their religion and their ability to go to synagogue and added that they have done the best that they could.

Supervisor Hotaling asked if there were any further comments.

Ms. Mary Pape stated that she apologized for not knowing about the Public Hearing until 7:00 and her lack of knowledge regarding the budget but she felt compelled to come. She continued by asking if the Preliminary Budget as it is now becomes the adopted budget.

Supervisor Hotaling stated that any comments relating to topics in the budget could only be the subject of the Town Board's review between the Public Hearing and the actual passage date, which by law must be done by November 20th. He added that it is his intention to have it on the calendar for the Board's review and consideration and hopefully adoption on November 14th, which is the next Town

Board Meeting and only those things commented on during the Public Hearing are things that the Town Board would have any opportunity to look at and adjust between now and that date. He continued by saying that the law wants to insure that drastic changes are not made without the ability for the public to review those changes and it provides them to only focus on those things mentioned at the Public Hearing as part of the budget.

Ms. Pape stated that she wanted to make a general comment and continued by saying that she is not happy about taxes going up more and continued by asking if each department could make a cut-back of 5%.

Supervisor Hotaling stated that making a 5% deduction in every departments appropriation would not be an appropriate response in their effort to put together a realistic budget. He added that the Town Board spent a lot of time and effort into putting in the budget a 2.76% increase, which follows last years .99% increase and the things that are outlined in the budget does not extend the debt of the Town. He continued by saying that there are a significant number of pieces of equipment that will be purchased for the Parks and Highway Departments along with a police car. He concluded by saying that he believes that the budget is realistic and he would have to take issue about the 5% across the board increase.

Councilman Conrad interjected that a 5% increase across the board calculates to .13 (cents) per thousand.

Ms. Pape asked that each department trim anything that they can to help keep costs down and added that she does not believe that she is the only person in the Town that is thinking that it is too much. She continued by saying that they have seen an increase in the sewer bills three times within the last 10-15 years.

Councilman Conrad interjected that it has been more than that.

Ms. Pape continued by saying that the last sewer bill was a clincher when she was charged for a garden on a vacant lot and added that she gets a tax bill for her house and another for her vacant lot but her sewer bill is all the same parcel.

Councilman Conrad stated that the system would not allow them to input that way and added that they are currently upgrading the system so it will accept the separate lot and separate charge.

Ms. Pape stated that she was disappointed with the turnout for the Public Hearing and again asked that each department try to trim wherever they can to help keep it down.

Councilman Conrad interjected that they all would like to see this but the county tax rate went up over 20% and added that school taxes are over \$18.00 per

thousand and county taxes are over \$20.00 per thousand and the most publicly scrutinized are the Town taxes, which are only \$5.08 per thousand.

Ms. Pape interjected that her point is that everyone wants more and she does not believe that people have more especially with the oil, gas, and food prices and salaries are not going up. She asked that the effort be made for every department to trim whatever they can even if it is 1%.

Supervisor Hotaling stated that he wanted to recap the last couple of years and when they first came into office they enforced a discretionary freeze that was imposed on all of the departments, which lasted the entire year of 2004. He added that in 2005 a discretionary spending freeze was not imposed but vigilance has been demonstrated by each liaison to each department and by the Town Board in general and there is a very close look at what is being spent. He continued by saying that they always strive to get better and tax payers can be assured that irrespective of any 1-2% flat across the board cut in the budget that does not occur, every dollar spent will be scrutinized by the Town Board during its audit process.

Ms. Pape stated that she appreciates all of the efforts that everyone in the Town has made and she hopes that they continue. She concluded by asking that they try to cut the budget wherever they can and then thanked the Town Board.

Supervisor Hotaling thanked Ms. Pape for sharing with the Town Board and then asked if there was anyone else that wished to comment on the 2006 Preliminary Budget, hearing none he asked for a motion to adjourn the Public Hearing.

ADJOURNMENT

On motion of Councilman Stanton, seconded by Councilwoman Chmielewski, adjourning the Public Hearing.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Time 7:40pm

Respectfully Submitted,

SO

Diane L. Millious, Town Clerk

**A Comprehensive Planning Workshop Meeting was held Tuesday,
November 1, 2005 at 7:00pm at Town Hall, 18 Russell Avenue, Ravena, New
York**

PRESENT: Ronald K. Hotaling, Supervisor
Dawn Rogers, Councilwoman
Laverne Conrad, Councilman

ABSENT: Frank Stanton, Councilman
Nita J. Chmielewski, Councilwoman

ALSO PRESENT: Diane L. Millious, Town Clerk
Ben Syden - Director of Community Planning &
Development, Laberge Group
Stephanie L. Siciliano - Senior Planner, Laberge Group

MEMBERS OF THE PUBLIC PRESENT: Sylvia Lawler, Tom Sweeney, Al Kirmss, Vinni Kirmss, Royal Stanton, Hildier Stanton, John Palange, Bill Maxstadt, Ben Maxstadt, Linda Marshall, Randy Ross, Bill Tryon, Wayne Everingham, Dan Sniffen, Will Tryon, Shane Sniffen, Bill Mueller, Ron Palmer, David Martin, Patricia Feuerbach, Jill Tryon, Larry Conrad, Rob Radley, Jason Ingraham, Kayla Robinson, Nate Keezer, Judith Felston, Pam Moore, Kenneth Burns, Tina Burns, Dick Luck

The following notice appeared in the News Herald and at various locations around Town.

**NOTICE
TOWN BOARD WORKSHOP
MEETING**

In compliance with Public Officer's Law, this will inform you that the Town Board of the Town of Coeymans has scheduled a Town Board Workshop Meeting for a Visioning II Workshop to discuss the proposed Comprehensive Plan for the Town of Coeymans. The meeting will be held at 7:00pm on Tuesday, November 1, 2005, at Town Hall, 18 Russell Avenue, Ravena, NY 12143.

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

Mr. Ben Syden introduced himself and explained that the audience would be split in 4 groups and each table would have a topic. He added that each group would be doing a visioning exercise on each topic for approximately 15-20 minutes per topic. He then asked that Stephanie Siciliano review the process for anyone new to the process.

Ms. Stephanie Siciliano stated that this Workshop was a continuation of the meeting that was held on August 23, 2005. She added that they would be covering four different topics and added that the previous four topics discussed were, environmental resources, housing, transportation and economic development and at this meeting they would be discussing land use policies and regulations, cultural and historical resources, parks and recreation, and municipal services. She continued by saying that each group should brainstorm on each topic and come up with ideas as far as what would or could be better in the future.

Mr. Syden interjected that Ms. Siciliano should go over for the new attendees what a Comprehensive Plan is, what they have done in the past few months, and where they currently are with the planning.

Ms. Siciliano continued by giving an overview of the Comprehensive Plan and its development to date. She continued by saying that the Town of Coeymans hired the Laberge Group in May 2005 and a Comprehensive Plan is a creation of goals for the future of the Town of Coeymans and possibly there would be some changes in regulations. She added that they encouraged input from the public so that they can get ideas as far as how the residents want to see the Town of Coeymans in the next 5-10 years.

Ms. Linda Marshall stated that she had read an article in the Ledger about Rte. 9W being densely occupied in areas that are viable for commercial development. She added that she was thinking about what is done in the Town of Coeymans and how it works with the land use in the Towns of Bethlehem and New Baltimore. She continued by saying that she took a drive on both Rte.'s 9W and 144 and she did see large flat areas of land that would be viable for development and added that they should not jump to any conclusions.

Ms. Siciliano stated that this is why it is important for the public to be involved because they come up with ideas and they know the Town's current and future problems. She added that the public knows what the most important topics are.

Mr. Syden interjected that they have not jumped to any conclusions because they have not come up with recommendations yet and they are still in the public participation phase. He continued by saying that they have had an Assets and Liability Workshop, Image Assessment Survey Workshop, Visioning Workshop I and this meeting will be Visioning II and part of it will be discussion about land

use and what types of commercial use the public would like to see and where they would like to see it. He added that there was a 9W corridor study done in Greene County and there is going to be one done in the Town of Bethlehem and in the future the Town of Coeymans might want to have a study done.

Ms. Siciliano continued by saying that there were 4 tables with a topic on each one and asked for the audience to split into 4 groups and each group should appoint a table captain to write down the ideas.

Mr. Syden thanked the students from R-C-S for returning.

Each group rotated until all of the four topics were discussed and ideas were recorded.

Mr. Syden stated that the results would be available in a week on the Town's website in addition to past results and anything else that they have prepared. He continued by asking Supervisor Hotaling if he had anything to add.

Supervisor Hotaling stated that they have attempted throughout the process to get the word out as much as possible and he is concerned that they may not have done enough. He added that when they engaged Laberge and staff for the project, one of the things that the Town Board directed him to do was to get the word out as soon as possible. He continued by saying that the Town Board was going to lead the charge in the project and see it through to the adoption of a plan and public input is paramount. He added that 86 letters were originally sent inviting people to attend the workshops and between 40-50 attended the first meeting and that number seems to have held up. He continued by saying that he believes that they have done their best and there were also reminder letters sent in addition to the meetings being publicized on the website calendar, announced at every Board meeting, in the newspapers and articles written in the Times Union, News Herald and the Ledger. He added that in spite of all of this there are still those that feel as though they have not done enough and in an attempt to reach more people they are going to engage in one more step to get people involved. He continued by saying that they are going to conduct an online survey and Laberge will be developing the survey, which will effectively ask all of the questions that participants have been asked to respond to at the Workshops. He added that notice will be by postcard to every property owner in Town and then the results will be compiled to be part of the Comprehensive Plan. He concluded by saying that they have set the stage for an unprecedented opportunity for people to participate and public input will give them direction in the development of the Comprehensive Plan.

Mr. Syden stated that the postcard will have a registration number and the survey can only be done once per household and there is no way of tracking the registration number to an address. He added that there will be a filter on the system and any duplicates are dropped or cancelled so the system cannot be

biased. He continued by saying that if you do not have access to the internet, copies could either be obtained directly through Laberge or at Town Hall.

Mr. Tryon inquired about the number of postcards that would be sent for each address.

Mr. Syden stated that it is one card per address/household.

Supervisor Hotaling interjected that they are contemplating putting an open comment section on the bottom of the survey that would give the opportunity for different members of the household to express their viewpoint.

Ms. Marshall asked how it would work with respect to the Town and Village.

Supervisor Hotaling stated that Village residents would be given the opportunity to participate because they are Town of Coeymans residents.

Mr. Tryon questioned the way Village residents might want to see land developed in the country as opposed to how the landowners might want it.

Supervisor Hotaling stated that one of the questions asks where the resident resides.

Mr. Tryon stated that he believes that people in the rural areas should have more say.

Mr. Syden interjected that the survey is not a vote it is a concept and it will be split by areas, seniors, commercial property owners, etc. He added that money will be saved on postage by doing it online and it will be an inexpensive process. He continued by saying that upon receipt of the postcard, the resident would go online with the link to Laberge's website and then put in the code given on the postcard and complete the survey.

Supervisor Hotaling stated that no one can say that they did not know about the development of the Comprehensive Plan and added that everyone has been given the opportunity to participate.

Ms. Lawler stated that the forum of a Public Hearing would still be available after the survey is done for additional comments.

Councilman Conrad interjected that there were many opponents in the last attempt for the development of a Comprehensive Plan.

Mr. Syden stated that most people show up during the zoning process and this is when they want to get involved. He added that they have encouraged each participant to bring more people to the Workshops.

Supervisor Hotaling stated that the Workshops have been several residents, as neighbors, talking.

Discussion ensued about the publication of the dates for the Workshops and that there should be special sections dedicated to government, churches, etc. in the paper.

Supervisor Hotaling stated that he believes that the Town of Coeymans does a good job broadcasting government and each month there is an opportunity to watch a monthly meeting in addition to special issues such as the landfill being broadcasted and there was even an opportunity to call in.

Ms. Lawler suggested that there be a community bulletin board that could be viewed each day for events.

Discussion ensued regarding this suggestion.

Mr. Syden thanked everyone for attending and added that everyone will be getting a postcard in the mail for the survey.

Supervisor Hotaling thanked everyone and the meeting ended.

Time 8:53pm

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Regular Town Board Meeting was held Monday, October 24, 2005, at 7:00 PM at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling, Jr., Supervisor
Frank Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ALSO PRESENT: Diane Millious, Town Clerk
Joseph Rotello, Town Attorney
Albert Deering, Highway Superintendent (arrived late)

Supervisor Hotaling opened the meeting and led the Pledge of Allegiance

SUPERVISOR'S OPENING COMMENTS

Supervisor Hotaling stated that there was a full Town Board in addition to Town Clerk Millious and Town Attorney Rotello being present. He continued by giving an overview of the agenda.

OVERVIEW OF AGENDA

- Public Comment Period
- Approval of Minutes
 - Town Board Workshop, August 23, 2005
 - Town Board Meeting, September 12, 2005
 - Joint Town/Village Board Meeting, September 19, 2005
- Supervisor's Report – September 2005
- Department Report Review
 - Police Department Monthly Report, September 2005
 - Town Clerk Monthly Report, September 2005
- Old Business Update and Discussion
- New Business
 - Upgrade/Repair of Communications Tower
 - Highway Department, Mileage Reimbursement
 - Resignation of Police Officer
- Resolutions
 - Approval of Reinstatement to Sergeant (Darlington)
 - Appointment of Bingo Inspector (Turner)

- Appointment of Part-Time Clerk I (Thompson)
- Approval of Contract, Jettner & Consultants
- Appointment of Part-Time Records Clerks (DiAcetis, Martinez)
- Approval of Abstract, October 2005
- Correspondence
 - Joseph Mastrianni, Inc., Section 8 Program
 - Ravenna Rescue Squad, 3rd Quarter Payment
 - Sales Tax Distribution, 3rd Quarter
 - Office of Real Property Service, Distribution of State Aid
- Town Board Workshops/Meeting
 - November 1, 2005, Comprehensive Plan Visioning Workshop, 7:00pm
 - November 4, 2005, Budget Hearing, 7:00pm
 - November 14, 2005, Town Board Meeting, 7:00pm
 - November 15, 2005, Town Board Workshop, 6:00pm
 - November 28, 2005, Town Board Meeting, 7:00pm

PUBLIC COMMENT PERIOD

Supervisor invited public comment at this time.

Mr. John Palange stated that he is a new resident of 508 Biers Road and he wanted to propose to the Highway Department to re-route the road on his property to alleviate a problem, which is that the road is too close to his house and it presents some safety issues. He added that he hopes that it will be possible to move the road away from the house and since he owns both sides of the road it would be possible. He continued by saying that the road is long and straight and it tends to encourage speeding and the bridge is too narrow and in need of repair. He added that he understands that it has been proposed to fix the bridge in the spring and possibly instead of fixing the bridge another could be built in a different location.

Supervisor Hotaling stated that they don't normally get public comment requesting that they move a road but he understands the circumstances. He added that they have had discussions about the 2006 Budget with Highway Superintendent relative to the need for repair of that area. He added that he is somewhat familiar with the area and invited members of the Town Board to engage in dialog about the proper course of action.

Councilman Stanton stated that he believes that it should be discussed at a Workshop and prior to that they could meet with Mr. Palange and walk the stream to see where he proposes the new road. He added that the house is approximately 10 feet from the road and it is a safety concern.

Mr. Palange stated that he would be at the Town Board's disposal and added that he believes that it would enhance the beauty of the area because it is a historic site.

Supervisor Hotaling interjected that the public may be asking why the Town would engage with someone the expense of Town money to move a town road. He added that Mr. Palange owns property on both sides of the barn and has thought about engaging someone to move the barn as an alternative but he would not have to do that if modifications were done to the existing road. He then asked Mr. Palange about the cost associated with modifying the road and how he felt about it.

Mr. Palange stated that if it were necessary he would contribute to the cost of moving the road and added that his funds are limited. He continued by saying that he would do anything that he would have to, to make it happen.

Supervisor Hotaling stated that Highway Superintendent was not present for his input, but if he came in and Mr. Palange was still there, they could open the discussion back up.

Councilman Conrad suggested that further discussion at a Workshop would be more appropriate.

Mr. Palange stated that he previously had spoken to Highway Superintendent Deering and he knows of his concern. He then asked that he be advised of the date of the Workshop where it will be discussed.

Supervisor Hotaling stated that this would be scheduled for the November 15, 2005 Workshop, which starts at 6:00pm and suggested that they get together prior to that to walk the site and become familiar with the area. He added that he would check with the other Board members and get back to him when it would be a convenient time to do this.

Mr. Rotello inquired as to if it would be fair to say that there were no issues with the road itself but rather a question of moving it for aesthetic purposes.

Councilwoman Chmielewski interjected that Mr. Palange owns both sides of the existing road.

Mr. Palange stated that no one else needs to be contacted because he owns several hundreds of feet on both sides of the road.

Councilman Conrad stated that there is a problem with the road in that it is too narrow because it is so close to the house and it would not be conducive to being widened there. He continued by saying that Mr. Palange does bring up some good points and it would be worthy of discussion with Highway Superintendent Deering and possibly some of the curve could be straightened out. He concluded by saying that money is going to be the biggest factor.

Councilman Stanton interjected that DEC might possibly have something to say about moving the stream.

Councilman Conrad stated that in the past they have talked about putting in a culvert and he believes that Highway Superintendent Deering has spoken to DEC.

Mr. Palange added that there is plenty of room to move it and there might be some issues with DEC but he does not believe that they will block the request.

Councilwoman Rogers interjected that the reason that the bridge has not been repaired is because DEC did not approve of the pipe and Highway Superintendent Deering had to order another one.

Mr. Palange stated that this might save the Town money in that they won't have to remove the bridge that is there.

Supervisor Hotaling stated that he would be getting in touch with Mr. Palange over the next couple of days to set up a time and date to walk the site.

Mr. Palange thanked the Town Board.

Supervisor Hotaling asked if there were any additional public comments, hearing none he moved to the next agenda item.

APPROVAL OF MINUTES

Supervisor Hotaling stated that there were three sets of minutes for Town Board approval and asked for a motion to approve the 08-23-05 Town Board Comprehensive Planning Workshop.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Rogers, the 08-23-05 Town Board Workshop Minutes were approved as read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Supervisor Hotaling continued by asking for a motion to approve the 09-12-05 Town Board Meeting Minutes.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Rogers, the 09-12-05 Town Board Meeting Minutes were approved as read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Supervisor Hotaling then asked for a motion to approve the 09-19-05 Joint Town/Village Board Meeting.

MOTION

On motion of Councilwoman Rogers, seconded by Councilwoman Chmielewski, the 09-19-05 Joint Town/Village Meeting was approved as read.

VOTE – AYES 3 – NAYS 0 – ABSTAIN 2 (Stanton & Conrad)

Councilman Stanton stated that he was absent from the meeting and would abstain from voting.

Councilman Conrad added that he did not have an opportunity to review the minutes and he would be abstaining as well.

SUPERVISOR’S REPORT

Supervisor Hotaling gave his monthly report for September 2005.

September 2005

FUND	BAL. FWD.	RECEIPTS	DISBURSE.	BALANCE
GENERAL	\$200,981.59	\$282,186.89	\$(336,953.63)	\$146,214.85
PART-TOWN	\$311,457.21	\$ 2,384.55	\$(26,207.34)	\$287,634.42
SPEC. WATER	\$ 45,084.83	\$ 22,487.90	-0-	\$ 67,572.73
T&A	\$ 561.91	-0-	-0-	\$ 561.91
HIGHWAY	\$236,565.65	\$ 105.36	\$(62,394.96)	\$174,276.05
SEW. & SEW. CAP. PROJ.	\$246,366.62	\$ 10,275.80	\$(32,163.19)	\$224,479.23
			Total Rec. Bal.	\$900,739.19

CD-CITIZENS BANK	D FUND	\$200,000.00
90 DAYS	A FUND	\$200,000.00
CD-FIRST NIAGARA BANK	A FUND	\$800,000.00
30 DAYS		

SAVINGS ACCOUNTS

SECTION 8 - HUD

UNEMPLOYMENT		\$ 3,095.65
GROVE CEMETARY	\$ 55,341.35	
SEWER-DEDICATED	<u>\$ 6,092.71</u>	
TOTAL	\$ 64,529.71	

OC
HUD PAY
ADMIN. F
TOTAL HU

CONTRACT RENT \$40,353.00

**COLLATERAL
COVERAGE**

FDIC COVERAGE

COLLATERALIZED

NATIONAL BANK OF COXSACKIE	\$100,000.00	\$1,623,948.46
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Supervisor Hotaling asked for a motion to approve the Supervisor's Report for September 2005.

MOTION

On motion of Councilwoman Rogers, seconded by Councilwoman Chmielewski, the Supervisor's Monthly Report for September 2005 was approved.
VOTE – AYES 5 – NAYS 0 – SO MOVED

DEPARTMENT REPORT REVIEW

Police Department Monthly Report – September 2005

Supervisor Hotaling stated that Chief of Police Giroux was absent and continued by summarizing the Police Department Monthly Report for September 2005.

Supervisor Hotaling asked for a motion to approve the Police Department Monthly Report for September 2005.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Rogers, the Police Department Monthly Report for September 2005 was approved as read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Town Clerk Monthly Report – September 2005

Supervisor Hotaling asked that Town Clerk Millious give her monthly report for September 2005.

Town Clerk Millious continued by giving her monthly report for September 2005.

Supervisor Hotaling asked for a motion to approve the Town Clerk’s Monthly Report for September 2005.

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad, the Town Clerk’s Monthly Report for September 2005 was approved as read
VOTE – AYES 5 – NAYS 0 – SO MOVED

OLD BUSINESS

None at this time.

NEW BUSINESS

Upgrade/Repair of Communications Tower

Supervisor Hotaling stated that he was in receipt of a memorandum from Chief Giroux, dated October 11, 2005, which talks about the interference that is experienced by primarily the Coeymans Hollow Fire Department and their ability to clearly and routinely receive emergency radio transmissions from the Police Department’s Communications Center. He added that Chief Giroux had conducted an investigation and reviewed recent calls that were subject to complaints and had spoken with several dispatchers, Mr. Powell, Coeymans Hollow Fire Chief and Mr. Loder, a radio repair vendor and consequently had met with Chief Powell and Mr. Loder to discuss the matter and to conduct tone and transmission tests and found that there were problems with skip. He continued by saying that skip is caused when units transmitting on the same frequency, albeit many miles away, are received on the Town’s towers and transmitted to field units and if the conditions are right, skip transmissions can override the rendering of the transmission and the receiving units are not able to hear it. He added that there is a list of possible solutions that are offered as remedial actions and range from \$150.00 to \$3,500.00 and since he received the memo from the Chief, he

had a discussion with him and he agrees that a more detailed discussion should take place at a Workshop. He continued by saying that at the urging on one Board member, he had asked Chief Giroux the possibility of citing the Town's emergency repeaters on the tower on Rte. 9W behind Key Bank. He then asked that Councilman Conrad give information on the Planning Board's perspective on the tower.

Councilman Conrad stated that many years ago when the tower was put in, they had to come before the Planning Board for a Special Use Permit and one of the conditions that was placed on the tower was that in an effort to keep other towers out of the Town they had to make their tower available to other companies for possible use. He added that another provision that the Zoning Board made was that the Town would be able to use the tower as well and they are looking into the possibility of doing this in addition to the Highway Department who are also in dire need.

Supervisor Hotaling stated that the problem is that there is equipment on the old Ravana water tower but there is a problem with the surrounding foliage, which blocks signals from getting over the hill during certain times of the year. He continued by saying that they need to do something and Mayor Bruno along with the Village Board have been very receptive to moving the equipment from the old water tower, to the new tower, which is much higher and could potentially solve the problem. He concluded by saying that the tower on Rte. 9W might be a better solution in avoiding future problems because of foliage.

Councilman Conrad stated that they have looked at the problem that the Highway Department is having several times and they have never solved the problem.

Councilwoman Chmielewski asked if the minutes where the agreement was reached were available.

Councilman Conrad stated that at this point they were not.

Councilwoman Chmielewski suggested that the minutes be available prior to the Workshop.

Attorney Rotello interjected that he had a file as well.

Councilman Conrad stated that he knew that there was some discussion with the then Town Board but there were some problems with language and it was never resolved. He added that he thought using the tower would be worth looking into to before they made a decision and it might be a better decision for all departments.

Supervisor Hotaling stated that there is no sense in spending money on an intermediate fix when they might be able to use the tower on Rte. 9W and get better results. He added that Chief Giroux should be contacting Town Attorney Rotello about previous contract language and resurrecting some dialog with the owner of the tower.

Highway Department – Mileage Reimbursement

Supervisor Hotaling stated that this issue has been languishing for a couple of months and it is a Highway voucher submitted through the Highway Department by Michael Farr, an employee of the Town of Coeymans and it is for mileage reimbursement for a date in July. He added that it has gone back and forth and the most recent correspondence is a memo to him and the Town Board from Highway Superintendent Deering, dated October 7, 2005 and it talks about the voucher being submitted and denied on two previous occasions and he is concerned about the rejection in light of the Employee Handbook and Union Contract language permitting reimbursement. He then opened it up for discussion.

Councilwoman Rogers stated that she would like to hear about the circumstances on that day from Highway Superintendent Deering.

Highway Superintendent Deering stated that they did not have the 1-ton at the time and the other truck was broken. He added that they needed a part and he said that Mr. Farr could take his own truck and be reimbursed for the mileage because there was no other truck available.

Supervisor Hotaling interjected that the mileage was 50.8 miles and then asked where he had to go for the part.

Highway Superintendent Deering stated that he believes that it was to the Ford dealer.

Councilwoman Chmielewski interjected that the first time it was not signed because they had only gotten the voucher without knowing what it was for and her thought was that there were other trucks available and she did not believe that a personal truck was necessary. She added that Supervisor Hotaling had asked for additional information in writing and in turn they had gotten back the same voucher with “pay it” written on it and she did not sign it because he did not provide the additional information.

Councilman Conrad stated that they now have the information that they need.

Councilwoman Chmielewski stated that they had gotten the information that they need dated October 7th and now it will have to wait until the November abstract.

Supervisor Hotaling stated that for clarification, the October 7th letter refers to the perception on the Highway Superintendent's part about Handbook language and Union Contract language and still does not give them specifics about the voucher but they now have gotten to the point where they have statements relative to the lack of a vehicle and the need for the part. He concluded by saying that this is more about the issue of following procedure and information sharing.

Councilman Conrad interjected that he believes that the object that Councilwoman Chmielewski was getting at was the requirement of Town Law, which is much more specific than the policies set up in the Town of Coeymans and the Union Contract all of which are secondary to the issue of what is required in a voucher. He concluded by saying that in light of what he knows now, he does not have a problem with it.

Councilwoman Chmielewski interjected that it could have been taken care of a long time ago if they had gotten the information that had been requested.

Councilwoman Rogers stated that she had spoken with Highway Superintendent Deering and he had offered an explanation at that time. She continued by questioning if the problem was that it was not put in writing.

Supervisor Hotaling stated that he didn't remember and it might have been verbally through Councilwoman Rogers as the liaison to the Highway Department.

Councilman Conrad stated that the memo had indicated that if payment were not going to be made he would like the reason in writing.

Councilwoman Chmielewski interjected that he was referring to the memo dated October 7, 2005.

Councilman Conrad stated that he understands that and he did not see it in last month's bill to pay.

Supervisor Hotaling stated that it was not in last month's bills and the receipt dates in the Town Clerk's office were July 21 and August 30, which were not in time for the abstracts in July and August. He then asked if it was the Board's intent to pay on the voucher and if so it will be in the November abstract.

Councilwoman Rogers stated that she would like to make a motion.

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Conrad, authorizing payment to Mr. Michael Farr in the amount of \$20.57 based on Highway Superintendents explanation of the charge.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Resignation of Police Officer

Supervisor Hotaling stated that he was in receipt of a resignation for a Police Officer and Chief Giroux wanted to be present to respond to any issues that the Town Board may have regarding this, however he is ill. He added that it is fairly cut and dry and continued by reading the resignation letter.

October 17, 2005

Chief Giroux,

I am writing this letter to advise you and the Town of Coeymans of my resignation. My resignation is to take effect immediately. I would like to thank the community for their continued support of me after 19 years of service.

John R. O'Brien
Sergeant

Supervisor Hotaling asked for a motion to accept the resignation.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Chmielewski, accepting the resignation of Sergeant John R. O'Brien from the Town of Coeymans Police Department.

VOTE – AYES 5 – NAYS 0 – SO MOVED

RESOLUTIONS

RES. #104-05 REINSTATE SERGEANT TO POLICE DEPARTMENT

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

WHEREAS, the Town of Coeymans Police Department has recently experienced the resignation of one of the supervisory police officers on the force, and

WHEREAS, the Town Board of the Town of Coeymans is committed to maintaining a complement of supervisory staff to assist in the operation and delivery of police services, and

WHEREAS, we have a Police Officer who has, in the past, acted in a supervisory role as Sergeant, and

WHEREAS, Albany County Civil Service has confirmed his ability to be reinstated to the supervisory rank based upon previous examination,

NOW, THEREFORE, BE IT RESOLVED, the Police Officer Gregory A. Darlington be hereby reinstated to the rank of Sergeant effective immediately, at a rate of pay considered with the labor contract currently in force.

Supervisor Hotaling stated that this is in response to the resignation that was just accepted and it is the appropriate response because Mr. Darlington has 18 years of service to the Town of Coeymans and he is looking forward to working with him.

RES. #105-05 APPOINT BINGO INSPECTOR

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

WHEREAS, the position of Bingo Inspector recently became vacant, and

WHEREAS, the Town of Coeymans is in need of a Bingo Inspector to ensure that games being run in the Town are in compliance with New York State regulations,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Karen Turner as Bingo Inspector, effective November 1, 2005. Compensation for this position will be fixed at a yearly rate of \$800.00.

Supervisor Hotaling continued by introducing Karen Turner and asked for her to say a few words. He added that Ms. Turner will be receiving training from Ms. Pasquini over the next several days and hopefully Ms. Pasquini will agree to accompany her to some of the bingo sites.

Ms. Turner stated that she is looking forward to it.

RES. #106-05 APPOINT PART-TIME CLERK, TOWN CLERK'S OFFICE

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

WHEREAS, the recent resignation of a part-time Clerk I in the office of the Town Clerk has reduced departmental coverage within Town Hall, and

WHEREAS, the Town Clerk believes that an additional part-time staff will provide necessary office coverage, and

WHEREAS, the Town Clerk has publicly advertised and interviewed several applicants for this position,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Joan V. Thompson, to the position of part-time Clerk I, at the hourly rate of \$10.23, effective immediately.

Supervisor Hotaling asked Town Clerk Millious if she had any comments.

Town Clerk Millious stated that there were several applicants and added that she will be hiring one more part-time clerk.

Councilwoman Chmielewski interjected that this position was to fill the vacancy created by Linda Libertucci's resignation.

RES. 107-05 AUTHORIZE SUPERVISOR TO SIGN CONTRACT WITH JETTNER & SICKLER CONSULTANTS

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

WHEREAS, the Town Clerk of the Town of Coeymans desires to contract with Jettner & Sickler, Records Management Consultants, to obtain services for the 2005-06 Needs Assessment for Records Management, and

WHEREAS, the Town Board of the Town of Coeymans does hereby agree to contract the services of Jettner & Consultants to conduct all necessary interviews with department heads, research the inventory sheets and provide a written Needs Assessment for Records Management, and

WHEREAS, the first payment of \$600.00 is due by January 2006, at completion of departmental interviews and the second payment of \$600.00 is due at the submission of the written Needs Assessment, 2006,

BE IT FURTHER RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor, Ronal K. Hotaling, Jr. to sign said agreement.

Supervisor Hotaling stated that this is an extension of the first grant that was received and this is for the consulting fee for the Needs Assessment that the grant effectively funded. He added that Jettner and Sickler are in the process of sending in their final authorizing language that would act on the Town Clerk's behalf to submit another grant application. He continued by saying that when they submitted the first grant application it was thought that the grant would include renovations necessary to create a proper storage area for the Town's records but the Needs Assessment is what the first grant is going to require

before they can move ahead with the renovations. He concluded by saying that it might be a progression of grant applications and Jettner and Sickler has agreed to submit the future applications at no cost to the Town.

RES. #108-05 APPOINT PART-TIME RECORDS CLERKS

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

WHEREAS, the Town of Coeymans Office of the Town Clerk has recently been the recipient of a Local Government Records Improvement Fund Grant, and

WHEREAS, the Town Clerk will require additional part-time staff for the duration of the project, to provide assistance boxing and labeling of inactive files, as well as entering information onto a database for this purpose, and

WHEREAS, the Town Clerk has publicly advertised and interviewed several candidates for this position,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Anthony DiAcetis, Jr. and Delores Martinez, as part-time Records Clerks, at the hourly rate of \$12.50, effective immediately.

Supervisor Hotaling stated that the hourly rate of \$12.50 was set forth in the grant.

Town Clerk Millious stated that the grant allowed for one full-time person with benefits but she decided that two part-time people would be better in order to get the work completed by April.

Councilwoman Rogers asked Town Clerk Millious if the grant allows for a set amount of hours.

Town Clerk Millious stated that it allows for \$15,000.00 and if the work is done for less money she can use it for something else that they need.

RES. #109-05 APPROVE OCTOBER 2005 ABSTRACT

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

BE IT RESOLVED, that the Town Board, of the Town of Coeymans, does hereby approve and allow the following claims of vouchers for the October 2005 Abstract.

ABSTRACT	VOUCHER #	AMOUNT
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GENERAL (A)		
Pre-Pay	1605-1622	\$188,590.69
General	1667-1724	\$ 18,202.56
	General Total	\$206,793.25
PART-TOWN (B)		
Pre-Pay	1623-1633	\$ 16,226.96
Part-Town	1725-1736	\$ 5,055.21
	Part-Town Total	\$ 21,282.17
HIGHWAY (D)		
Pre-Pay	1634-1644	\$ 87,915.83
Highway	1737-1774	\$137,519.04
	Highway Total	\$225,434.87
SEWER (SS)		
Pre-Pay Sewer	1645-1659	\$ 64,428.12
Sewer	1775-1790	\$ 22,557.99
	Sewer Total	\$ 86,986.11
GROVE CEMETARY (TE)		
Pre-Pay	1660	\$ 16.15
Grove	1791	\$ 80.77
	Grove Total	\$ 96.92
	TOTAL FOR ALL FUNDS	\$540,593.32
TRUST & AGCY. (TA)		
Pre-Pay	1661-1666	\$166,696.25
Trust & Agency		
	Trust & Agcy.	\$166,696.25
	Total	

Supervisor Hotaling stated that the Town Board would be affixing their signatures to the abstract indicating that the abstract is passed.

CORRESPONDENCE

Joseph Mastrianni Inc. – Section 8 Program

Supervisor Hotaling stated that he was in receipt of a letter from Joseph Mastrianni, Inc., the administrator for the HUD Program and as discussed some changes were made to give preference to the disabled and/or elderly. He continued by reading the following:

“On July 25, 2005 the Town Board authorized an elderly and/or disabled preference to those in our program or on a waiting list for approval. While this new preference will not affect those already in the program, future admissions to the program will give preference to the elderly and disabled on the waiting list over all others on the waiting list, irrespective of date of application. Based on the action taken by the Town Board on July 25th, we have reconfigured our waiting list software program and have identified 28 applicant families residing in the Town of Coeymans where either the head of household or spouse is either elderly (age 62 or older) or disabled. Given the action by the Town Board, it is now appropriate to offer assistance to the 28 families we have identified as having either an elderly or disabled head or spouse. Unless advised otherwise by you, we intend to start offering assistance to these families starting on October 24, 2005. Part of the process of offering assistance to these families includes verification of elderly or disabled status through third-party sources. In cases where the status cannot be verified, families will be returned to the waiting list and reclassified as families without an elderly or disabled preference. Also, until Oakbrook Manor is cleared for participation in the Coeymans Housing Choice Program, none of the elderly or disabled families will be housed in that complex. On another subject we have been able to regroup our inspection team following unexpected absences in that department and will soon restart our re-inspection program in the Town of Coeymans and Village of Ravena. This will include inspection of units in Oakbrook Manor. You will be given advance notice of inspections in Oakbrook Manor and invited to participate in those inspections.”

Supervisor Hotaling stated that this is a reflection on the effort of the Town Board to streamline the HUD Program to a program that better fits the needs within the Town.

Councilwoman stated that the additional 28 would put them over on the amount of families allowed because there are already 64.

Supervisor Hotaling stated that those 28 have moved forward on the larger list and now the verification will start and the applicant that has been on the list the longest will attempt to be verified and if the verification proves to be positive they will enter into an agreement with either the elderly and/or disabled head of household. He added that when 17 are identified and the cap of 81 is reached

they will stop and the remaining will be on the waiting list and as someone who is not elderly and/or disabled leaves the program, they will be replaced by someone on the elderly and/or disabled list.

Ravena Rescue Squad – 3rd Quarter Payment

Supervisor Hotaling stated that he wanted to announce that the 3rd quarter ALS reimbursement in the amount of \$5,956.86 has been received from the Ravena Rescue Squad and it was based on the 39 ALS calls in the Town of Coeymans, which payment was received by the Rescue Squad.

Councilman Conrad stated that he wanted to point out that a PCR was missing again and is noted in the memo. He added that they had been making headway with their discussions on a contract and asked if there will be another Workshop for further discussion.

Supervisor Hotaling stated that they did just have discussion with Mr. E.J. Sieney from the Ravena Rescue Squad, about the budget for 2006, which resulted in an understanding that it would be best if the Town Board along with Mr. Sieney met with the agency that acts on the Rescue Squad's behalf for the billing to see how the billing process works. He added that no date has been set at this time but there has been an exchange of some data.

Councilman Conrad stated that Mr. Woods was another integral part of the discussion over the amount of calls and Mr. Sieney had stated that he had made arrangements to clear the problem with the PCR's being complete by picking them up each month and Mr. Woods is responsible to see to it that the PCR's are properly maintained and brought to the Town. He added that Mr. Woods should also be part of the discussion at a Workshop.

Supervisor Hotaling stated that it is now a question as to when they could have a Workshop dedicated to this.

Councilman Conrad stated that he wanted to get the Rescue Squad scheduled for a Workshop for discussion on a contract. He added that he also wants to discuss with Mr. Woods the formula for the cost of the medic based on the census report for the population of all of the towns involved because it seems that the Town of Coeymans is being discriminated against and he would like Mr. Woods to explain why. He continued by saying that it appears that the Town of Coeymans is paying 25% too much for the services that they are getting compared to other towns. He concluded by saying that he wants to resolve this because they are accountable to the public for \$252,000.00.

Supervisor Hotaling asked if he had a suggestion for a date for an additional Workshop.

Councilman Conrad stated that he knows that they are busy with the budget right now but it should be as soon as possible.

Discussion ensued regarding a date for an additional Workshop and it was decided that this would be added to the November 15th Workshop agenda.

Councilman Conrad stated that a paramedic is an essential part of what they do but he needs to know why it went from \$10,000.00 for last year and went to \$19,000.00 for this year.

Councilwoman Chmielewski stated that Supervisor Hotaling should make a phone call and invite Mr. Woods to the November 15th Workshop.

Supervisor Hotaling stated that he would contact Mr. Woods and advise him of the date.

Sales Tax Distribution – 3rd Quarter

Supervisor Hotaling stated that he was in receipt of a check in the amount of \$460,179.02 for the 3rd quarter sales tax revenue distribution. He added that in applying this to the 2005 budget he is convinced that they will achieve their estimate for revenue with respect to sales tax.

Office of Real Property Service – Distribution of State Aid

Supervisor Hotaling stated that he was in receipt of a memorandum addressed to City Mayors, Town Supervisors, County Directors, Assessors, Tax Receivers and School Officials from the Office of Real Property Services. He continued by reading the following from the memo “State aid for local administration of the School Tax Relief (STAR) program for the year 2005 will be allocated in accordance with the schedule shown below.”

Supervisor Hotaling stated that he did not understand the schedule but there is approximately \$4.48 million statewide to be distributed to local jurisdictions that administer the STAR Program and the Town of Coeymans will be receiving in the near future \$2,053.87.

TOWN BOARD WORKSHOPS/MEETINGS

- November 1, 2005 – Comprehensive Plan Visioning Workshop, 7:00pm
- November 4, 2005 – Budget Hearing, 7:00pm
- November 14, 2005 – Town Board Meeting, 7:00pm
- November 15, 2005 – Town Board Workshop, 6:00pm
- November 28, 2005 – Town Board Meeting, 7:00pm

ADDITIONAL COMMENTS

Supervisor Hotaling asked if there was any additional business to bring before the Town Board. He continued by asking each Town Board member, Attorney Rotello, Town Clerk Millious and Highway Superintendent Deering if they had anything to add.

Town Clerk Millious stated that last week in addition to thanking her staff, she wanted to thank Doris Millett for volunteering her help while she was out for her surgery.

Highway Superintendent Deering stated that there was a resident on Bushendorf Road that had a problem that needs to be addressed with the Town Board and he would like for them to meet with him at his property.

Supervisor Hotaling suggested that they do this on the same evening that they look at Mr. Palange's property on Biers Road.

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

ADJOURNMENT

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad, the Town Board Meeting was adjourned.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Time: 8:10pm

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Special Town Board Workshop Meeting was held Saturday, October 22, 2005 at 9:00am at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling Jr., Supervisor
Frank Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ALSO PRESENT: Scott Giroux – Chief of Police
Albert Deering – Highway Superintendent

**NOTICE
TOWN OF COEYMANS
SPECIAL WORKSHOP
BUDGET MEETING**

Please take notice that the Town Board of the Town of Coeymans has scheduled Special Budget Workshop Meetings for the following dates:

Monday, October 17, 2005, 5:30pm
Wednesday, October 19, 2005, 5:30pm
Saturday, October 22, 2005, 9:00pm

The meetings will be held at Town Hall, 18 Russell Avenue, Ravena, New York.

AGENDA ITEMS

Department Budget Discussions

- Highway Department – Albert Deering
- Police Department – Scott Giroux

Bingo Inspector Interview

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the meeting.

MOTION

On motion of Councilwoman Rogers, seconded by Councilwoman Chmielewski,
the Town Board Workshop was adjourned.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Time 2:00pm

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Special Town Board Workshop Meeting was held Wednesday, October 19, 2005 at 7:00pm at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling Jr., Supervisor
Frank Stanton, Councilman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ABSENT: Dawn Rogers, Councilwoman

**NOTICE
TOWN OF COEYMANS
SPECIAL WORKSHOP
BUDGET MEETING**

Please take notice that the Town Board of the Town of Coeymans has scheduled Special Budget Workshop Meetings for the following dates:

Monday, October 17, 2005, 5:30pm
Wednesday, October 19, 2005, 5:30pm
Saturday, October 22, 2005, 9:00pm

The meetings will be held at Town Hall, 18 Russell Avenue, Ravena, New York.

AGENDA ITEMS

Finalization of Tentative Budget

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the Special Budget Workshop

MOTION

On motion of Councilman Conrad, seconded by Councilman Stanton, the Special Budget Workshop was adjourned.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Rogers) – SO MOVED

Time 11:00pm

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

**A Workshop Meeting was held Tuesday, October 18, 2005 at 6:00pm at Town Hall,
18 Russell Avenue, Ravena, New York**

PRESENT: Ronald K. Hotaling, Supervisor
Frank Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

AGENDA ITEMS

Ravena Rescue Squad – E.J. Seney

- Discussion regarding the Ravena Rescue Squad request for funding in 2006 Budget.
- Discussion regarding formation of an Ambulance District.
- Discussion regarding Certified Ambulance Group Agreement.

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the meeting in order to attend the Joint Town/Village Meeting at Village Hall.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Chmielewski, the Town Board Workshop was adjourned.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Time 7:00pm

Respectfully Submitted,

APROVED:

Diane L. Millious, Town Clerk

A Special Town Board Workshop Meeting was held Monday, October 17, 2005 at 5:30pm at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling Jr., Supervisor
Frank Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ALSO PRESENT: Diane L. Millious, Town Clerk
Laura VanValkenburg

**NOTICE
TOWN OF COEYMANS
SPECIAL WORKSHOP
BUDGET MEETING**

Please take notice that the Town Board of the Town of Coeymans has scheduled Special Budget Workshop Meetings for the following dates:

Monday, October 17, 2005, 5:30pm
Wednesday, October 19, 2005, 5:30pm
Saturday, October 22, 2005, 9:00pm

The meetings will be held at Town Hall, 18 Russell Avenue, Ravena, New York.

AGENDA ITEMS

Department Budget Discussions

- Town Clerk – Diane Millious
- Assessor – Laura VanValkenburg

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the meeting.

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers,
the Town Board Workshop was adjourned.
VOTE – AYES 5 – NAYS 0 – SO MOVED

Time 8:15pm

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Regular Town Board Meeting was held Monday, October 11, 2005, at 7:00 PM at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling, Jr., Supervisor
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ABSENT: Frank Stanton, Councilman

ALSO PRESENT: Diane Millious, Town Clerk
Joseph Rotello, Town Attorney
Scott Giroux, Chief of Police
Albert Deering, Highway Superintendent

Supervisor Hotaling opened the meeting and led the Pledge of Allegiance

OVERVIEW OF AGENDA

- Public Comment
- Citizen Input on Joint Chief Agreement
- Approval of Minutes of Meetings
- Public Hearing, August 22, 2005
- Old Business Update and Discussion
- New Business Topics for Discussion and/or Action
- Tentative Town Budget 2006
- Resignation of Part-Time Clerk (Town Clerk)
- Resignation of Part-Time Telecommunicator
- Asphalt Paving – Town Hall Parking Lot
- Sewer District Management Software
- Approval of Reimburse. for Travel and Lodging Expenses (Asst. Bldg. Insp.)
- Resolutions
- Adoption of National Incident Management System
- Approval of Agreement Hiring Marvin & Company for 2004 Audit
- Approval of Settlement (Olby)
- Correspondence
- NYS Department of Transportation – Lindskoog Road
- NYS Department of Environmental Conservation – Work Permit for Coeymans Landing
- Chief of Police Letter to Albany County DPW – School Bus Stop on Blodgett Road
- LaFarge North America – Ravena Plant Tire Derived Fuel Application

- Albany County Executive Breslin – HAVA & TOC Share of Charge Back
- Town Board Workshops/Meetings
- Town Board Workshop, October 18, 2005, 6:00pm
- Joint Town/Village Meeting, October 18, 2005, 7:00pm
- Town Board Meeting, October 24, 2005, 7:00pm
- Comprehensive Plan Meeting, November 1, 2005, 7:00pm

SUPERVISOR’S OPENING COMMENTS

Supervisor Hotaling stated that the record should reflect that there is a full Town Board with the exception of Councilman Stanton, in addition to Town Clerk Millious, Town Attorney Rotello and Chief of Police Giroux being present. He continued by stating that Mayor Bruno and Trustee Wade were present as a result of the last Town/Village Joint Meeting, which occurred September 19th, relative to the Intermunicipal Agreement with regard to the joint Police Chief. He added that the Agreement has an expiration of November 2005 and earlier this year the Town/Village began to exchange correspondence and establish some working committees. He continued by saying that there was an agreement for himself and Councilman Conrad to join the Village Meeting on Tuesday, October 4th, to respond to any questions and concerns from Village residents and Mayor Bruno and Trustee Wade were to attend the meeting on October 11th to respond to any concerns that any members of the public may have. He then invited the public to comment at this time.

PUBLIC COMMENT

There were no members of the public wishing to make comment at this time.

APPROVAL OF MINUTES

Supervisor Hotaling stated that there was one set of minutes for Town Board approval and asked for a motion to approve the 08-22-05 Public Hearing Minutes, which were relative to the Section 8 Housing Choice Voucher Program.

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, the 08-22-05 Public Hearing Minutes were approved as read.
 VOTE 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

OLD BUSINESS

None at this time.

NEW BUSINESS

Tentative Town Budget 2006

Supervisor Hotaling stated that he did not have a formal Supervisor's message relative to the 2006 Tentative Budget and added that he wanted to go over some of the elements of the budget that he had set forth for the Town Board to review. He continued by reading the following:

"I am pleased to present my 2006 Tentative Budget to the Town Board and to the community. I look forward to constructive discussion about my plans for our community. This Tentative Budget funds many new assets and existing programs without borrowing against our future. While the Tentative Budget increases taxes by 2.61%, I believe the budget is a sound and efficient use of precious tax dollars."

Supervisor Hotaling continued by giving the following specifics:

General Fund

- An additional full-time clerk will be added to the Justice Department.
- Funding has been provided for a town-wide re-evaluation project estimated to be \$87,000.00.
- \$64,000.00 has been allocated for Ravena Rescue Squad services.
- There will be a continuation of the Albany County Paramedic Program funded at \$252,000.00 up from \$233,000.00 in 2005.
- Law enforcement has been increased by \$209,000.00 due to the increase in coverage because of the proposed elimination of the Village Police force.
- The purchase of a new vehicle has been included in the budget.
- Debt service has been reduced.

Part-Town

- Zoning Board and Planning Board will have their remuneration increased considerably.
- Funding for a truck driver for the Utility Labor Force has been added.
- New equipment for the Utility Labor Force has been provided for.

- Bridge funding for the south bridge on Old Ravena Road has been supplemented with sales tax revenue.

Highway Fund

- Continuation of road construction funding in the amount of \$135,000.00.
- Funding for a new Highway truck has been allowed for.
- Debt service has been eliminated.

Supervisor Hotaling stated that the 2006 Tentative Budget was presented by the Town Clerk to the Town Board on October 4th. He added that it is now the challenge of himself and the Town Board to work with Department Heads to come up with a preliminary plan that they can present to the public in terms of a Public Hearing.

Councilman Conrad interjected that Supervisor Hotaling should include the item that was added after the Tentative Budget was prepared and submitted.

Supervisor Hotaling stated that after the Tentative Budget was prepared and submitted as required by law, he received a correspondence from County Executive, Michael Breslin, and it states that under the 2002 Help America Vote Act (HAVA) the County will be acquiring new voting machines purchased with federal HAVA funds. He added that the County will also add staff and storage facilities to perform tasks previously directed and paid for by local municipalities to implement HAVA and the cost of the new county tasks, which historically have been performed and funded by local municipalities, are to be charged back to the municipalities. He concluded by saying that there is more research to do but initially it looks like the Town of Coeymans will have to contemplate a payment of \$45,918.00 by December 2006, which will be the Town's share of the \$1,659,400.00 based on the 2.77% of the population in Albany County.

Councilwoman Rogers asked if this would be the cost per year.

Supervisor Hotaling stated that the letter is unclear and this is why they need to do some research.

Councilwoman Chmielewski stated that she would want to know exactly what the \$45,918.00 will be used for and asked if Town Clerk Millious had any additional information.

Town Clerk Millious stated that this was new to her and she had contacted the Town Clerk in Bethlehem and she didn't know either. She added that all of the Town Clerk's had gotten the same letter but did not have any prior notice.

Councilwoman Chmielewski stated that it appears that the Town will not have to have Voting Machine Custodians and the County will be doing it. She added that the Town can do this service for much less money.

Town Clerk Millious interjected that the Town may not have any choice.

Councilwoman Chmielewski added that Supervisor Hotaling needs to contact Mr. Breslin for clarification because federal funds will be used to purchase the machines and she can't see what the \$45,918.00 would be for.

Town Attorney Rotello stated that he didn't understand because the Town did not receive the federal funds.

Councilwoman Chmielewski stated that Albany County received the federal funds.

Supervisor Hotaling stated that the way that he is reading it is that Albany County will receive federal funds to purchase the machines and the maintenance and storage will be a County cost, which will be 1,659,400.00 and the HAVA Law allows them to charge back to the municipalities on a per capita basis. He added that he does not know that it is a one-time charge or recurring cost each year.

Councilman Conrad inquired about the Village and School District, who also use the machines.

Supervisor Hotaling stated that he's not sure if the County contemplated that.

Town Attorney Rotello stated that when he first read the letter he thought that it was to purchase all new machines that would be uniform throughout the county.

Supervisor Hotaling stated that if this was the case it would be fine.

Councilwoman Chmielewski interjected that the County was given federal funds for that purpose.

Town Attorney Rotello stated that this is why he was confused because the Town did not receive anything, therefore there could not be a charge back.

Councilwoman Chmielewski reiterated that if the charge is for maintenance and storage, the Town could do it for much less money.

Supervisor Hotaling stated that he would be contacting Mr. Breslin for clarification.

Resignation of Part-Time Clerk, Town Clerks Office

Supervisor Hotaling stated that he had received a memo dated October 4, 2005 from Town Clerk Millious indicating that one of her part-time clerks had verbally resigned her position. He then asked that Town Clerk Millious say a few words.

Town Clerk Millious stated that Linda Libertucci has put in several years of service in the Town Clerk's Office and added that she regrets her leaving and accepts her resignation. She continued by saying that she will miss her and hopes that she enjoys her retirement and she wishes her all of the luck in the world.

Supervisor Hotaling stated that he did not have a resignation personally from Ms. Libertucci but under the circumstances they will accept it in this fashion. He then asked for a motion to accept the resignation.

MOTION

On motion of Councilwoman Rogers, seconded by Councilwoman Chmielewski, the resignation of part-time clerk Linda Libertucci was accepted.

VOTE 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

Councilwoman Rogers stated that she wishes her the best.

Supervisor Hotaling stated that they all do and collectively they will put their energy in a positive way to wish her the best.

To: Supervisor Hotaling / Town Board

From: Town Clerk Millious

Date: October 4, 2005

Subject: Resignation of Part-Time Clerk

As you are aware, Linda Libertucci, my part-time clerk, is in the midst of some serious medical problems. She advised me verbally in a telephone conversation on September 29, 2005 that she will not be returning to work and is resigning her position.

At this time I am asking for authorization to advertise for her replacement. I would like to do this as soon as possible as we are quickly approaching the collection of taxes.

Resignation of Part-Time Telecommunicator

Supervisor Hotaling stated that he was in receipt of a memo from Ronald J. Hotaling indicating that due to additional responsibilities at his full-time job, he will be resigning as a telecommunicator.

To: Supervisor Ronald K. Hotaling

From: Ronald J. Hotaling T/C

Date: October 4, 2005

RE: Resignation

Please let this be official notice of my resignation from the Town of Coeymans Communications Center. Due to additional responsibilities at the NYS Division of Parole, I must leave the employment of the Town at this time. Thank you for giving me the opportunity to serve the people of the Town of Coeymans.

cc: Chief of Police

Supervisor Hotaling asked for a motion to accept the resignation.

MOTION

On motion of Councilman Laverne Conrad, seconded by Councilwoman Chmielewski, the resignation of Ronald J. Hotaling was accepted.
VOTE 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

Councilwoman Chmielewski suggested that the Supervisor write a letter on behalf of the Town for Linda and Ronald's many years of service to the Town.

Town Clerk Millious asked if it would be acceptable for her to advertise in the paper for a replacement of a part-time clerk in her office.

Supervisor Hotaling stated that the endeavor to seek candidates for employment is a worthy effort.

Asphalt Paving – Town Hall Parking Lot

Supervisor Hotaling stated that he is in receipt of a quote in the amount of \$26,975.00 for the asphalt paving of the Town Hall parking lot and paving on the north and east side of Town Hall is long overdue. He continued by saying that Highway Superintendent Deering has worked with Mr. Ronald Wolfe from Callanan Industries in sending a quote. He concluded by saying that the prep work has been completed by Highway Superintendent and staff and work will commence mid to late October.

Supervisor Hotaling asked for a motion authorizing Highway Superintendent Deering to proceed with paving the Town Hall north and east side parking area for the quoted price.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Chmielewski, authorizing Highway Superintendent Deering to proceed with paving the north and east side parking area for the quoted price.

VOTE 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

Councilman Conrad stated that they have been trying to upgrade the building and property to keep them in a good state of repair and they are trying to move forward and spend the money wisely. He added that the parking lot became a drastic situation and this will improve the handicapped parking in addition to providing orderly parking.

Sewer District Management Software

Supervisor Hotaling asked that Councilman Conrad explain the Sewer District Management Software.

Councilman Conrad stated that they have been working with software that has been around for many years and the company that originally distributed it has gone out of business. He added that the software is not meeting their needs and the new software will accommodate any further changes in the future with the possible expansion of the Sewer District.

Supervisor Hotaling interjected that it is more than billing software and added that it can be used for sewer management.

Councilman Conrad stated that it will give them statistics that they need to proceed in the future of the development of the Town.

Supervisor Hotaling stated that it is a \$6,000.00 expenditure for the first year for the purchase of the software in addition to training for the first year.

Councilman Conrad stated that the fee also includes any upgrades and the company also covers a number of communities in the area.

Supervisor Hotaling stated that they had seen a very viable presentation on the flexibility of the software and added that it is management in addition to billing software. He then asked for a motion authorizing him to execute an agreement for the software so that they can get it up and running by January 2006.

Councilwoman Rogers asked what the charge is going to be after the first year.

Supervisor Hotaling stated that it is approximately \$1,200.00 and provides all upgrades and technical support for the full year.

Councilman Conrad stated that it is in line with the other maintenance programs such as the Town Clerk's software.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Chmielewski, authorizing Supervisor Hotaling to execute an agreement with SCA Services for sewer software.

VOTE 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

Councilman Conrad stated that this software would be integrated in the Town Clerk's Office and it includes as many computers as necessary.

Approval of Reimbursement for Travel & Lodging

Supervisor Hotaling stated that he was in receipt of a request from Assistant Building Inspector, Sante DeBacco, for reimbursement for travel expense for training. He added that he is scheduled to attend the NYS Fire Marshall Inspector's Conference at the New York State Fire Academy in Montour Falls, NY from October 18-20 and upon successful completion he will receive up to 16 hours of code enforcement in-service training credit.

He continued by saying that Mr. DeBacco is shared by the Town and Village and the registration fee is covered by the Village and he is asking that the Town cover half of his travel expense. He then asked for a motion to authorize this expense.

MOTION

On motion of Councilwoman Rogers, seconded by Councilwoman Chmielewski, authorizing reimbursement to Mr. DeBacco for half of his travel expenses.

VOTE 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

RESOLUTIONS

Supervisor Hotaling invited Mr. Bruno, Emergency Management Coordinator to explain NIMS as an introduction to the first resolution.

Mr. Bruno stated that NIMS is an acronym for National Incident Management System and the process was developed by the Secretary of Homeland Security through a request of the President. He added that the intent of the process was to develop and integrate the abilities of the federal, state and local governments to prepare for all types of incidents that may bring local, state and federal jurisdictions together. He continued by saying that there will be standardized training, management and credentialing of responders so that everyone is working in a coordinated fashion. He added that in June there was a training class at Village Hall and there were 40 Emergency Responders in attendance and in addition to that there is on-line training through the FEMA website and many of the responders will be training that way. He concluded by saying that part of the program was to adopt a resolution and to initiate training and they want to go forward with this and build on the system.

Supervisor Hotaling stated that the Town has been ahead of the curb in terms of the Emergency Management Plan that has been in place for years. He inquired as to if it would be appropriate for the Town Board members to do the training.

Mr. Bruno stated that since the Board would serve in an emergency capacity if there were an event because their leadership would be required and it would be possible that they would assume command. He added that he would recommend that they take the introductory level training.

Discussion ensued regarding training sessions and Mr. Bruno reiterated that he would recommend the on-line training.

Mr. Bruno stated that there would be resources such as the Emergency Management Committee and himself to assist the Town Board if there were an event but it would be a good idea to have the training.

Supervisor Hotaling stated that he would give great credence to anything that the Emergency Management Committee would suggest and he appreciates it.

Mr. Bruno added that the Committee appreciates the Town Board's trust in their judgment.

**RES. #101-05 ADOPT NATIONAL INCIDENT MANAGEMENT SYSTEM
CONCEPT OF EMERGENCY PLANNING**

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, the following resolution was APPROVED – VOTE 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

WHEREAS, emergency response to critical incidents, whether natural or manmade, requires integrated professional management, and

WHEREAS, unified command of such incidents is recognized as the management model to maximize the public safety response, and

WHEREAS, the President has directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System, herein referred to as NIMS, which would provide a consistent nationwide approach for Federal, State, local and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to and recover from domestic incidents, regardless of size or complexity, and

WHEREAS, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the Town's ability to utilize federal funding to enhance local and state agency readiness, maintain first responder safety, and streamline incident management processes, and

WHEREAS, the Incident Command System components of NIMS are already an integral part of various incident management activities throughout the Town, including current emergency management training programs, and

WHEREAS, failure to adopt NIMS as the requisite emergency management system may preclude reimbursement to the political subdivision for costs expended during and after a declared emergency or disaster and for training and preparation for such disasters or emergencies,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint the NIMS concept of emergency planning and unified command as a system of preparation for and response to disaster incidents.

BE IT FURTHER RESOLVED, that it shall be the policy of the Town of Coeymans to train public officials responsible for emergency management to prepare for such incidents.

RES. #102-05 AUTHORIZE SUPERVISOR TO ENTER INTO AGREEMENT WITH MARVIN & COMPANY TO PERFORM 2004 AUDIT

On motion of Councilwoman Rogers, seconded by Councilwoman Chmielewski, the following resolution was APPROVED – VOTE 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

WHEREAS, the Town Board is desirous of maintaining an accurate financial accounting of the Town's records, and

WHEREAS, audits must be performed of the statutory financial statements for the year ended December 31, 2004, the statutory balance sheets as of December 31, 2003 (2), and the Section 8 Housing Choice Voucher Program,

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Coeymans authorizes Supervisor Ronald K. Hotaling, Jr., to enter into agreement with Marvin & Company to perform the required 2004 audit.

Supervisor Hotaling stated that Marvin & Company has provided the accounting services for 2001, 2002, 2003 and it was contemplated that they would be providing their audit service for 2004.

Councilwoman Chmielewski stated that they are still trying to get the ending totals so that 2004 can be started with the correct total. She added that it is a very difficult task and hopefully by the end of the year it will be done.

Supervisor Hotaling stated that it has been a very cumbersome process in trying to get it in the format that the accountants can work with.

Councilwoman Chmielewski interjected that the majority of the paperwork is done and now the data has to be entered into the computer but there are still some questions with vouchers and checks that they are trying to locate.

Supervisor Hotaling stated that before the introduction of the next resolution, Town Attorney Rotello had a comment.

Town Attorney Rotello stated that there was a correction on the resolution with respect to the tax map number.

Supervisor Hotaling asked that the reader acknowledge the change.

RES. #103-05 APPROVE ASSESSMENT SETTLEMENT

On motion of Councilman Conrad, seconded by Councilwoman Chmielewski, the following resolution was APPROVED – VOTE 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

WHEREAS, a petition to review the assessment for the year 2005 of Real Property of Carol Olby, in the Town of Coeymans, tax map number 168.10-7-9.2 was filed and served upon the Town of Coeymans, and

WHEREAS, the Town and the Petitioner are prepared to enter into a stipulation and settlement of this action in accordance with the attached stipulation, and

WHEREAS, upon the recommendation of the Assessor it appears to be in the best interest of the Town to settle said matters.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans authorizes and approves the settlement of this matter pursuant to the attached stipulation and directs the establishments of said assessments pursuant to the same, and the Town Attorney is authorized to consent to the entry of said order to accomplish this settlement.

CORRESPONDENCE

Copies of Letters From DOT – re: Residents/Property Owners on Rte. 9W

Supervisor Hotaling stated that he is in receipt of copies of letter from DOT that were sent to Oakbrook Manor, Parthenon Properties LLC (J&B Deli), and William A. Young (Ways Furniture) notifying them that their storm water run-off is not being handled properly, causing flooding on Rte. 9W. He added that there was an investigation and it was found that the drainage system included a 30” diameter concrete pipe, which was put in by the State, and since that time it was learned that private individuals have filled in a ditch that was previously there, which was adjacent to the installed concrete storm water drain. He continued by saying that people made illegal connections and filled in the ditch and as a result the private system has placed the state system in serious disrepair and has advanced deterioration. He concluded that the State has attributed the problem to the illegal connections and in turn notified the property owners that if they don't take corrective action by October 28, 2005, the State will make the corrections that have been deemed appropriate and the charges will be the property owner's responsibility.

New York State Department of Transportation – re: Lindskoog Road

Supervisor Hotaling stated that he was in receipt of a copy of a letter that was sent to Michael Franchini, Commissioner Albany County Dept. of Public Works, from Mark Kennedy, Acting Regional Traffic Engineer, which is in response to Highway Superintendent Deering's letter to the Town Board relative to the letter on Lindskoog Road. He added that Highway Superintendent Deering had some concern with the speed limit of 55mph being unsafe and requested that the Town Board pass a resolution commencing the process to reduce the speed. He added that the study has been initiated and it is a lengthy process and he will keep Highway Superintendent Deering and the public informed of any future developments.

NYS Department of Environmental Conservation – re: Work Permit, Coeymans Landing

Supervisor Hotaling stated that he was in receipt of a correspondence from NYS Department of Environmental Conservation approving the permit application to use some fill from the proposed site of the Coeymans Fire House, to fill in areas adjacent to the parking area. He added that drawings were submitted to DEC and they came down and walked the project site and the Town now has a permit that expires September 2006 and this gives them approval to raise the level of the ground adjacent to the picnic area in order to redirect the surface water toward the existing drainage channel that is south of the Coeymans Landing Park. He concluded by saying that he will be asking Highway Superintendent Deering to consider the project at his earliest opportunity next year.

Chief of Police Letter to Albany County DPW – re: School Bus Stop on Blodgett Road

Supervisor Hotaling stated that he was in receipt of a copy of a letter that Chief Giroux had sent to Mr. Franchini, Commissioner of Public Works. He then asked that Chief Giroux offer an explanation.

Chief of Police Giroux stated that a resident on Blodgett Road had contacted him and expressed her concern about the blinded site in front of her driveway for approaching traffic that would have to stop for a school bus. He added that he had taken a look at the situation and in turn notified Mr. Franchini in an effort to have him make an evaluation and come up with some way of alerting oncoming traffic. He concluded by saying that he concurs with the resident and traffic during rush hour has increased dramatically, which creates some concern but it will be up to the County to change it because it is their road and jurisdiction.

Supervisor Hotaling asked Chief Giroux if there has been any response or acknowledgment.

Chief Giroux stated that he knows that from situations in the past, it does take a while and added that he knows that they got his letter and he will follow it up in a couple of weeks if he has not gotten a response.

Councilwoman Rogers interjected that it is a bad spot.

Councilwoman Chmielewski inquired as to who would be responsible if a different sign were to be installed.

Chief of Police Giroux advised that it would be the County.

Councilwoman Chmielewski stated that she asked because there was an instance where Mr. Franchini stated that it was up to the Town to put up the signs on a County Route.

Councilman Conrad stated that there are circumstances where this is true when it involves a speed limit.

Councilwoman Chmielewski added that speed limits were not involved in the instance that she was referring to and suggested that Supervisor Hotaling discuss this with Mr. Franchini.

Councilman Conrad interjected that the County is even responsible for stop signs where their county road intersects with a Town Road.

LaFarge North America – re: Ravena Plant Tire Derived Fuel Application

Supervisor Hotaling stated that he is in receipt of a letter from Dave Vahue, Community Relations Manager at LaFarge giving an update on the tire derived fuel application. He added that on September 21, 2005 he had given testimony at the Legislative Public Hearing that occurred at the R-C-S School. He continued by saying that since that time, DEC has received approximately 90 comments relative to the tire derived fuel project. He continued by quoting the following from the letter “numerous numbers of support can be found in the comments received to date, as well as comments expressing concerns and opposition. In the days following the conclusion of the public comment period, we (LaFarge) will be working closely with NYSDEC to respond to each and every comment. LaFarge North America and the Ravena Plant are committed to working with all stakeholders throughout the process. We appreciate the opportunity to update you on the status of the very important project. If you have any questions or require additional information, please do not hesitate to contact me directly.”

Supervisor Hotaling continued by saying that there have been several discussions with Mr. Vahue and members of the LaFarge administration and added that he is confident that DEC will review all of the science as it is and will come up with a decision that is in the best interest of not only LaFarge but to those that live in the Town.

TOWN BOARD WORKSHOPS/MEETINGS

Supervisor Hotaling inquired as to if they had enough of a handle on the budget to establish a Public Hearing date.

Councilwoman Chmielewski interjected that he has a date in mind when he would like to have the Public Hearing.

Councilman Conrad stated that there are still some issues that need to be resolved.

Supervisor Hotaling agreed and added that they could still set a date because the next meeting is not until October 24th.

Councilman Conrad stated that they needed to establish some additional Workshops to work on the Budget.

Discussion ensued as to what nights would be best for everyone.

Collectively it was decided to add: October 17th on Monday at 5:30pm, October 19th on Wednesday at 5:30pm, and October 22nd on Saturday at 9:00am as Budget Workshops and additional Workshops can be added as needed.

Supervisor Hotaling inquired about making a public announcement announcing a Public Hearing date.

Discussion ensued as to when the Public Hearing date should be and dates required by law.

Supervisor Hotaling stated that they would be establishing a date for the Public Hearing very soon and he will be asking Town Clerk Millious to publish a notice in the News Herald. He then asked the Town Board if they would authorize him by motion to establish such a date and then to follow the course of the usual notice in terms of getting it out.

Councilman Conrad interjected that they could call a Special Meeting.

Supervisor Hotaling inquired about calling a Special Meeting to set the Public Hearing date.

Town Attorney Rotello stated that they could but he did not think that it was necessary.

Supervisor Hotaling interjected that he does not know how long departmental interaction will take but he believes that by October 22nd they should have all of the departments done.

Town Attorney Rotello stated that he would defer to scheduling a Public Hearing with proper notice until the next regularly scheduled Workshop.

Councilwoman Chmielewski interjected that they have made it policy not to take any action at a Workshop.

Town Attorney Rotello stated that they could put in the Notice that at the Workshop Meeting on October 18th they will be setting a date for the Public Hearing. He added that they have authority under Town Law to take action at a Workshop.

Collectively it was decided that they would not be taking any action at the regularly scheduled regarding setting a date for the Public Hearing.

Supervisor Hotaling suggested that they establish 5:30pm on October 18th as a Special Town Board Meeting for the purpose of setting a Public Hearing date followed by a Budget Workshop at 6:00pm.

Councilwoman Rogers inquired about having the Public Hearing on November 4th, collectively it was decided that this would be a good date.

Supervisor Hotaling asked for a motion to establish a Public Hearing date for November 4, 2005 at 7:00pm.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Rogers, authorizing/establishing Friday, November 4, 2005 at 7:00pm for the Public Hearing date for the 2006 Preliminary Budget, which will be televised.

VOTE 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

Town Attorney Rotello interjected that it should be modified to direct the Town Clerk to publish/post the appropriate notice.

Supervisor Hotaling continued by giving the following dates for upcoming Workshops/Meetings:

- Town Board Workshop – October 18, 2005, 6:00pm
- Joint Town/Village Meeting – October 18, 2005, 7:00pm
- Town Board Meeting – October 24, 2005, 7:00pm
- Comprehensive Plan Meeting – November 1, 2005, 7:00pm

ADDITIONAL COMMENTS

Supervisor Hotaling asked if there was any additional business to bring before the Town Board.

Councilman Conrad stated that the police car purchase had been discussed and then inquired about a motion authorizing Supervisor Hotaling to proceed with it.

Supervisor Hotaling stated that he did not seek a motion.

Councilwoman Chmielewski asked if there were any numbers available as far as how much it would be.

Supervisor Hotaling stated that there were not and asked that Councilman Conrad continue with the motion. He added that he could also add to the motion authorization to proceed with the purchase of a heavy-duty truck for the Highway Department.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Rogers, authorizing Supervisor Hotaling to work with the Police Chief for the purpose of purchasing a four-wheel drive Dodge Durango in addition to authorizing him to work with Highway Superintendent Deering to proceed with the purchase of a heavy-duty 4X4 truck for the Highway Department.

Councilwoman Chmielewski interjected that she would have a hard time voting because there are no monetary figures associated with it.

Supervisor Hotaling stated that he would offer for the motion in terms of the Highway truck, for the Town Board to authorize up to \$200,000.00 because he believes that the way that it is written up quotes should come in between \$160,000.00 - \$175,000.00. He then asked Highway Superintendent if that was his understanding.

Highway Superintendent Deering stated that he believed that it would be more than \$175,000.00 and added that it is on a State Contract.

Councilwoman Chmielewski interjected that she would like to wait until the State Contract comes in. She added that the funds are there and they are going to encumber them for the Highway Department.

Supervisor Hotaling asked for a withdraw of the motion and second and added that they would focus on the police car, which comes in less than \$30,000.00

Councilwoman Chmielewski asked if this includes all of the lights and other equipment needed.

Supervisor Hotaling stated that the base price is \$25,000.00 and approximately \$2,000.00-\$3,000.00 in added charges.

Councilwoman Chmielewski stated that she would be comfortable if the wording stated that it is not to exceed \$30,000.00 but the Highway Department truck price is uncertain and she would rather wait until Highway Superintendent Deering gets the State Contract.

Supervisor Hotaling stated that the State Contract should be forthcoming soon and added that if it gets towards the end of the year they can encumber a dollar amount.

Councilman Conrad interjected that they had talked about encumbering up to \$200,000.00.

Councilwoman Chmielewski added that the closer they get to the end of the year they will be able to see how much money is left.

Councilman Conrad stated that he would withdraw his original motion and represent another motion.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Rogers, authorizing Supervisor Hotaling to proceed with a purchase of a police car with 2005 funds, not to exceed \$30,000.00 off of State Contract.

VOTE 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

Supervisor asked if there were any other comments.

Town Clerk Millious stated that she wanted to thank her staff for all of their help during her recovery after her surgery.

Supervisor Hotaling asked for a motion to adjourn the meeting.

ADJOURNMENT

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilman Conrad, the Town Board Meeting was adjourned.

VOTE 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

Time 8:32pm

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Special Town Board Meeting was held Tuesday, October 4, 2005, at 5:30pm at Town Hall, 18 Russell Avenue, Ravena, New York.

PRESENT: Ronald K. Hotaling, Jr., Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ALSO PRESENT: Diane L. Millious, Town Clerk

Supervisor Hotaling called the meeting to order and led the Pledge of Allegiance.

SUPERVISOR'S OPENING COMMENTS

Supervisor Hotaling stated that the record should reflect that there is a full Town Board in addition to Town Clerk Millious being present. He added that the purpose of the Special Meeting was to comply with Town Law with respect to budget presentation. He then asked that Town Clerk Millious read the Special Meeting Notice.

**NOTICE
SPECIAL TOWN BOARD MEETING**

In compliance with Public Officer's Law, this will inform you that the Town Board of the Town of Coeymans has scheduled a Special Town Board Meeting for Tuesday, October 4, 2005 at 5:30pm. The purpose of the meeting will be for the Town Clerk to submit the 2005 Tentative Budget to the Town Board. The meeting will be held at Town of Coeymans, Town Hall, 18 Russell Avenue, Ravena, New York.

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

PRESENTATION OF BUDGET

Supervisor Hotaling stated that Town Law provides a budget calendar and the law is that by September 30th of each year the Town Supervisor has to file his Tentative Budget with the Town Clerk and he did so on September 29th. He added that in addition to that the law also requires that the Town Clerk submit the

Tentative Budget to the Town Board by October 5th. He continued by saying that once the presentation is made there would not be any budget message as he would like to reserve doing this until the next televised meeting, which will be October 11th. He then asked that Town Clerk Millious make the presentation of the 2005 Tentative Budget.

Town Clerk Millious presented the 2005 Tentative Budget to the Town Board.

Supervisor Hotaling stated that they would now be working toward the preparation of a Preliminary Budget, which will be presented at a Public Hearing. He added that the date of the Public Hearing has not been established and they will do this at the next Town Board Meeting on October 11th. He continued by saying that according to Town Law the Public Hearing has to be by the Thursday following Election Day and the adoption of the Budget must occur by November 20th and they are in line to do that.

Councilwoman Chmielewski inquired as to if they should set some Workshop Meeting dates to work on the budget.

Supervisor Hotaling stated that October 18th from 6:00-7:30 they could have a Budget Workshop, which would be prior to the Joint Meeting with the Village.

Discussion ensued regarding possible dates for Budget Workshops.

Supervisor Hotaling stated that they would establish dates at the October 11th Town Board Meeting. He then asked Town Clerk Millious what the procedure is for publicizing dates of meetings.

Town Clerk Millious stated that if there is not sufficient time to publish it in the paper, posting the Notice is acceptable.

Supervisor Hotaling reiterated that they would establish dates at the Town Board Meeting on October 11th.

Supervisor Hotaling asked if there were any additional comments, hearing none he asked for a motion to adjourn the meeting.

ADJOURNMENT

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad, the Town Board Meeting was adjourned.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Time 5:40pm

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Regular Town Board Meeting was held Monday, September 26, 2005, at 7:00 PM at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling, Jr., Supervisor
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ABSENT: Frank Stanton, Councilman

ALSO PRESENT: Cindy Vatalaro, Deputy Town Clerk
Joseph Rotello, Town Attorney
Scott Giroux, Chief of Police
Albert Deering, Highway Superintendent

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

MEMBERS PRESENT

Supervisor Hotaling stated that the record should reflect that there is a full Town Board with the exception of Councilman Stanton in addition to Deputy Clerk Vatalaro, Town Attorney Rotello, Chief of Police Giroux and Highway Superintendent Deering. He continued by giving an overview of the agenda.

OVERVIEW OF AGENDA

- Public Announcements
- Meeting re: Rte. 143 Project
- Schedule of Meetings
- Public Comment Period
- Approval of Minutes
- August 18, 2005, Bid Opening
- August 22, 2005 Town Board Meeting
- Supervisor's Report – August 2005
- Department Report Review
- Town Clerk Monthly Report, August 2005
- Police Department Monthly Report, August 2005
- Old Business Update and Discussion
- New Business Topics for Discussion and/or Action
- Martin's Hill Road Water Main

- Highway Superintendent Deering Request to Chip Seal Second Street
 - Resolutions
- Approval of Chief Sewage Treatment Operator
- Approval of Settlement (Olby)
- Approval of Abstract - September
 - Correspondence
 - Town Board Workshops/Meetings
- Town Board Meeting, October 11, 2005, 7:00pm
- Town Board Workshop, October 18, 2005, 6:00pm
- Town/Village Joint Meeting, October 18, 2005, 7:00pm, Village Hall
- Town Board Meeting, October 24, 2005, 7:00pm

PUBLIC ANNOUNCEMENT

Supervisor Hotaling stated that he wanted to remind everyone that on September 27, 2005 at 6:30pm the Department of Transportation would be holding an Informational Meeting providing information of the Rte. 143 reconstruction project from the intersection of Rte. 143 & Rte. 9W west to Spoor Development. He added that they would provide some maps and proposals in an informational way outlining the scope of the project to those residents interested in attending the meeting.

Supervisor Hotaling continued by announcing that the September 19, 2005 Joint Town/Village Meeting that occurred at Town Hall, was convened pursuant to the Intermunicipal Agreement between the Town of Coeymans and Village of Ravena relative to sharing a Police Chief. He added that the Agreement is expiring in November 2005 and pursuant to the Agreement they had to meet by the third Monday in September to indicate their preferences. He continued by saying that they are still contemplating some options with respect to the Agreements existence, modification or termination and they had inquired as to the public's input and in order to facilitate the input on October 4th, he along with Councilman Conrad, who are committee members working with Mayor Bruno and Trustee Wade, will be at the Village Meeting to respond to any issues and questions that may come up regarding the Agreement. He added that on October 11th there is a regularly scheduled Town Board Meeting and Mayor Bruno and Trustee Wade will be present to respond to any issues and questions that may come up regarding the Agreement. He continued by saying that the Town/Village has agreed to meet jointly on October 18, 2005 and by that time they expect that a decision will be rendered on the Agreement and emphasized that it is particularly important because it is time for his preparation of the budget for 2006 and he has to plan for the outcome of the negotiations.

He concluded by saying that he along with the Mayor are available for any input and welcome any phone calls and anyone wishing to speak with either one of them does not have to wait until one of the meetings to do so.

PUBLIC COMMENT

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

APPROVAL OF MINUTES

Supervisor Hotaling stated that there were two sets of Town Board Meeting Minutes and asked if everyone had the opportunity to review them. He then asked for a motion to approve the August 18, 2005, Bid Opening Minutes.

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, the August 18, 2005 Bid Opening Minutes were approved as presented.
VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

Supervisor Hotaling continued by asking for a motion to approve the August 22, 2005, Town Board Meeting Minutes.

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Conrad, the August 22, 2005 Town Board Meeting Minutes were approved as presented.
VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

SUPERVISOR’S REPORT – September 2005

Supervisor Hotaling continued by giving the Supervisor’s Report for September 2005.

FUND	BAL. FWD.	RECEIPTS	DISBURSE.	BALANCE
GENERAL	\$393,622.25	\$ 44,664.90	\$(237,245.56)	\$ 210,041.59

TOWN CLERK'S REPORT – August 2005

Supervisor Hotaling asked that Deputy Clerk Vatalaro give the Town Clerk's Report for August 2005.

Deputy Clerk Vatalaro gave the Town Clerk's Report for August 2005.

Supervisor Hotaling asked for a motion to approve the Town Clerk's Report for August 2005.

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilman Conrad, the Town Clerk's report for August 2005 was accepted as presented.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

POLICE DEPARTMENT REPORT – August 2005

Supervisor Hotaling asked that Chief of Police Giroux give his monthly report for August 2005.

Chief of Giroux gave his monthly report for August 2005.

Supervisor Hotaling asked for a motion to accept the Police Department Report for August 2005.

MOTION

On motion of Councilwoman Rogers, seconded by Councilwoman Chmielewski the Police Department Report for August 2005 was accepted as presented.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

OLD BUSINESS

None to report at this time.

NEW BUSINESS

Martin's Hill Water Issue

Supervisor Hotaling stated that several people have commented to members of the Town Board relative to the presentation at a Town Board Meeting by residents on Martin's Hill Road concerning the issue of water. He added that they had determined at the meeting that appropriate action should be taken and on 09-14-05 he wrote a letter to Mayor Bruno advising him that a group of citizens had made a presentation with regard to the condition of their well water and in the letter he had asked for confirmation of the willingness to provide water for those residents in the area of Martin's Hill Road already located in the Coeymans Water Supply District. He added that he knew that there was some previous correspondence that prior Town Boards had had with the Mayor and he had made reference to that in his letter. He continued by saying that he wanted to have the Mayor confirm to him the Village's willingness and number of homes within the District that they are willing to supply water to, assuming that a water line extension can be done. He added that in the letter he had also asked for specifications that the Village require for such an extension within a Water Supply District so that an engineer can properly scope the extension project within the Village's specifications and other requirements. He went on to say that on 09-21-05 the Mayor had sent a response along with a copy of the December 16, 1998 letter that he had sent to Supervisor Fisk, which also talked about the extension of the District and he reconfirmed the fact that there are 12 houses within the existing Water District and he provided stipulations as to the line extension as well as the specifications and the ability and willingness for the Village to provide the water to those residents. He added that the Town has also contacted C.T. Male and asked that they make a proposal to the Town for scoping the services and following it through to its successful completion in addition to contacting the Department of Transportation because they are heavily involved in the reconstruction of Rte. 143 and DOT has shared their preferences relative to the location of the water line going up Martin's Hill and they are sharing this information with the engineer. He concluded by saying that at some point all parties involved will get together to strategize how the project can be accomplished and hopefully they can achieve the cost that will be presented to those 12 property owners within the Water District because the cost of the extension must be born by those that achieve the benefit and hopefully they can keep the cost to a minimum, which the property owners will have to accept in addition to agreeing that they will be responsible for the cost associated with it.

Supervisor Hotaling continued by saying that also on that same evening it was a bit disturbing to find that the residents are potentially being exposed to contaminated water and in turn he contacted the Department of Health in Albany County and was advised that they would come and examine the circumstances that exist and to date no contact has been made to those residents. He added that he conveyed his concern of their failure to contact those residents and then he had a discussion with the head of the Environmental Department and again

expressed his concerns relative to the water circumstances. He added that the Environmental Department is reviewing the options that Albany County Health Department has to responding to the issue and also assured that at the minimum the residents will be contacted and methods of treatment will be shared to make their water better. He concluded by saying that he wanted to make sure that Albany County protected the health of the citizens of Albany County and he is hopeful that they will follow up on it and he will keep everyone informed of the events as they continue to unfold.

Supervisor Hotaling asked if anyone else had anything to add.

Councilman Conrad stated that the test boring results, which were performed in the past, have been forwarded to C.T. Male as well as the Department of Transportation in addition to checking into some prices for materials for the project.

Highway Superintendent's Request to Chip Seal Second Street

Supervisor Hotaling stated that over the summer the Town had engaged in a sewer line replacement on Second Street in the Hamlet of Coeymans in addition to having storm sewer pipes installed and the road is now in need of repair. He added that Highway Superintendent had indicated that the road needed to settle and rather than putting a black top surface on it now he had requested to chip seal it.

Highway Superintendent Deering explained what a chip seal was. (inaudible on the tape)

Supervisor Hotaling stated that Highway Superintendent Deering indicated that it would be approximately \$3,000.00. He added that there was an Agreement for the Expenditure of Highway Monies and then asked for a motion to authorize Highway Superintendent Deering to do the chip seal.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Chmielewski, authorizing Highway Superintendent Deering to expend highway monies to chip seal Second Street.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

Supervisor Hotaling added that he was signing the Agreement and would be passing it on to his colleagues.

Highway Superintendent Deering interjected that under Section 142 of Highway Law he was presenting to the Town Board the Highway Tool and Equipment Inventory.

Supervisor Hotaling stated that the record should reflect that Highway Superintendent Deering has forwarded to each member of the Town Board a memorandum dated September 21, 2005, which compiles an equipment inventory list complete with purchase dates and replacement guidelines.

RESOLUTIONS

Supervisor Hotaling stated that prior to doing the first resolution he wanted to explain that it is for the appointment of Chief Sewage Treatment Plant Operator, Lawrence Breedlove. He added that Mr. Breedlove has been doing the job for several years and was appointed provisionally, in addition he had taken the Civil Service Exam and passed the examination and in a letter dated 11-14-02 to him it indicated that he achieved a score of 95% and ranked #1 on the list. He continued by saying that Mr. Breedlove was not officially appointed and in Civil Service's effort to audit the payroll, they discovered that their records and Mr. Breedlove's position did not coincide and in turn they notified the Town and after some investigation it was determined that he had taken the test and achieved the ranking of #1. He concluded by saying that the Town had asked Civil Service if they would be willing to send a letter authorizing a resurrection of the 2002 list that he was on and in turn they sent a letter dated 09-13-05 stating: "Enclosed please find a certification of eligible candidates for the position of Chief Sewage Treatment Plant Operator for test #2002-68952 certifying this list for a 30-day period" and then asked that the resolution be offered to the Town Board to officially take the action to appoint him as the result of the Civil Service Examination.

RES. #99-05 APPOINT CHIEF SEWAGE TREATMENT PLANT OPERATOR

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, the following resolution was APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

WHEREAS, for the past five years Lawrence Breedlove has served as Chief Sewage Treatment Plant Operator, and

WHEREAS, Mr. Breedlove has taken and passed the Civil Service Test, and

WHEREAS, Mr. Breedlove's rank on the list is #1, and

WHEREAS, Mr. Breedlove is desirous of being appointed Chief Sewage Treatment Plant Operator,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans hereby appoints Lawrence Breedlove to the Albany County Civil Service position of Chief Sewage Treatment Plant Operator at a rate of \$20.50

per hour. This appointment is from Albany County Civil Service list/exam #2002-68952 and takes effect immediately.

Town Attorney Rotello stated that the next resolution on the agenda needed to be tabled due to the fact that there is no stipulation to attach to the resolution.

Supervisor Hotaling stated that the resolution is a settlement of a petition to review the assessment on a piece of property in Town and Town Attorney Rotello is still in negotiations and final paperwork of the settlement and it would be tabled until another meeting.

RES. #100-05 APPROVE SEPTEMBER 2005 ABSTRACT

On motion of Councilwoman Rogers, seconded by Councilman Conrad, the following resolution was APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

ABSTRACT	VOUCHER #	AMOUNT
GENERAL (A)		
Pre-Pay	1378-1405	\$199,986.39
General	1460-1534	\$135,983.50
	General Total	\$335,969.89
PART-TOWN (B)		
Pre-Pay	1406-1422	\$ 24,094.65
Part-Town	1535-1548	\$ 1,617.17
	Part-Town Total	\$ 25,711.82
HIGHWAY (D)		
Pre-Pay	1423-1433	\$ 47,822.89
Highway	1549-1588	\$ 13,307.00
	Highway Total	\$ 61,129.89
SEWER (SS)		
Pre-Pay	1434-1449	\$ 14,329.98
Sewer	1589-1602	\$ 16,478.58
	Sewer Total	\$ 30,808.56
GROVE CEMETARY(TE)		
Pre-Pay	1450-1451	\$ 118.42
Grove	1603	\$ 225.00
	Grove Total	\$ 343.42
CAPITAL PROJ. (H)		
Capital Projects	1604	\$ 1,354.63

	Capital Proj.	\$ 1,354.63
	Total	
	TOTAL FOR ALL FUNDS	\$455,318.21
TRUST & AGENCY (TA)		
Pre-Pay	1452-1459	\$249,498.47
	Trust & Agcy.	\$ 249,498.47
	Total	

Supervisor Hotaling added that they have instituted a different approach for abstracts and the requirement of audited vouchers is that once a resolution is passed, each member of the Town Board signs the abstract upon completion of the vote. He added that each member of the Town Board is now required to follow this process and each folder will be passed for signatures.

CORRESPONDENCE

None at this time.

TOWN BOARD WORKSHOPS/MEETINGS

- Town Board Meeting, October 11, 2005 – 7:00pm
- Town Board Workshop, October 18, 2005 – 6:00pm
- Joint Town/Village Meeting, October 18, 2005 – 7:00pm at Village Hall
- Town Board Meeting, October 24, 2005 – 7:00pm
- Comprehensive Plan Workshop, November 1, 2005 – 7:00pm

ADDITIONAL COMMENTS

Supervisor Hotaling stated that there was a very good turnout for the last Comprehensive Plan Workshop and then thanked Mr. Adam Sutton, a teacher at R-C-S for the Hands on Government Class, for involving six of his students in the development of the Plan and they are going to continue in the work of the community trying to put together a Comprehensive Plan. He concluded by saying that they are trying to do something for the future of the Town and they are trying to create an atmosphere in the environment in the community so that young people would want to remain in the community and keep it vibrant for generations to come.

Councilwoman Chmielewski interjected that it was good to see the young people in addition to seeing some of the same people that have come since the first Comprehensive Plan Workshop and are interested in following it through.

Supervisor Hotaling asked if there was any other additional business to come before the Town Board.

Councilwoman Chmielewski inquired about a motion establishing a Special Meeting for presentation of the Budget to the Town Board by Town Clerk Millious.

Supervisor Hotaling explained that he is required by Town Law to turn the Tentative Budget over to the Town Clerk by September 30th and in turn the Town Clerk has until October 5th to formally present the Budget to the Town Board and it is done in the form of a Special Meeting. He added that the meeting will not be televised and it is a formality that the Town Clerk has to perform. He continued by saying that in turn the Preliminary Budget work will begin and they will be working together to formulate a Budget that has to be approved by Law by November 20th and a Public Hearing for the Budget has to take place no later than the Thursday after Election Day. He concluded by saying that Election Day is November 8, 2005 so they have to have a Public Hearing by November 10th and his goal is to have the Public Hearing before Election Day.

Discussion ensued regarding the date and time for the meeting, collectively it was agreed to hold the meeting on October 4, 2005 at 5:30pm.

Supervisor Hotaling asked for a motion to establish a Special Meeting of the Town Board for the purpose of receiving the Tentative Budget from the Town Clerk.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Chmielewski, to establish a Special Town Board Meeting on October 4, 2005 at 5:30pm
APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

Supervisor Hotaling asked that Deputy Clerk Vatalaro notify the appropriate parties and the News Herald that there is a Special Meeting and to also share the information with Town Clerk Millious.

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the meeting.

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, the Town Board Meeting was adjourned.

APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Workshop Meeting was held Tuesday, September 20, 2005 at 6:00pm at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling, Supervisor
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Larry Conrad, Councilman

ABSENT: Frank Stanton, Councilman

AGENDA ITEMS

- **Council 82 – Discussion of Contract Management Proposals**

Supervisor Hotaling asked for a motion to adjourn to Executive Session for discussion of contract negotiation strategy.

MOTION TO ADJOURN FOR EXECUTIVE SESSION

On motion of Councilman Conrad, seconded by Councilwoman Chmielewski the meeting was adjourned to Executive Session.

VOTE – AYES 4 – NAYS 0 – SO MOVED

Supervisor Hotaling called the meeting back to order and asked for a motion to adjourn the meeting.

ADJOURNMENT

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Conrad, the meeting was adjourned.

VOTE – AYES 4 – NAYS 0 – SO MOVED

Time 6:45pm

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Workshop Meeting was held Tuesday, September 20, 2005 at 7:00pm at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling, Supervisor
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Larry Conrad, Councilman

ABSENT: Frank Stanton, Councilman

ALSO PRESENT: Cindy Vatalaro, Deputy Town Clerk
Ben Syden - Director of Community Planning & Development, Laberge Group

Stephanie I

MEMBERS OF THE PUBLIC PRESENT: Tom Sweeney, Cynthia Kunz, Al Kirmss, Linda Marshall, Vinni Kirmss, Howard Shafer, David Ross, Bill Mueller, Nathaniel Keezer, Keith Geraldson, Rob Radley, Kayla Robinson, Julie Kachinski, Jim Travers, Pat Fuerbach, Randy Ross, Sylvia Lawler, Jason Ingraham, Marc Hafensteiner, Lillian Everingham, F. Wayne Everingham, Allison Lennon, William Tryon, William Tryon Jr., Shane Sniffen, Tom Boehm, Mary Dushek, Cathy McEneny

SUPERVISOR'S OPENING COMMENTS

Supervisor Hotaling welcomed everyone and thanked them for coming. He continued by saying that the continued attendance is a tribute to interest in seeing a Comprehensive Plan through in a positive way. He added that also in attendance were students from the Ravena-Coeymans-Selkirk High School Participation in Government class and asked that they individually introduce themselves.

The following introduced themselves as members of the Participation in Government class: Randy Ross, Keith Geraldson, Rob Radley, Kayla Robinson and Nathan Keezer.

Supervisor Hotaling thanked them for participating and continued by saying that the Town is trying to develop a Comprehensive Plan that will keep the younger people in the community and make it vibrant for generations to come. He then turned the meeting over to Ben and Stephanie from Laberge

COMPREHENSIVE PLAN – LABERGE GROUP

Mr. Syden stated that he was going to give a quick overview of why they are developing a Comprehensive Plan and what has been done to date in addition to where they are going. He added that they would then proceed with the Visioning Workshop and originally the plan was to cover 8 topics in one night but the level of participation now requires that they do 4 topics now and 4 topics next month. He continued by saying that every person will have the opportunity to brainstorm on each of the topics.

Mr. Syden continued by giving an overview of the Comprehensive Plan and stated that it is figuring out what the community wants to do based on where it is now and where it wants to be in the future and part of the process is figuring out how to make it happen, which is what is happening in the Town. He continued by saying that a Comprehensive Plan is a blueprint/strategy of how to achieve the goal and the reasons to prepare it are to establish a community vision, understand the assets and liabilities, protect important resources, improve economic development, provide direction to Governmental Agencies and improve access to financial & technical assistance. He added that there are four phases in developing a Comprehensive Plan, which include project initiation, issue identification by data gathering and analysis, develop goals and recommendations and draft a Comprehensive Plan and tasks accomplished to date have been Advisory Meetings, profile of existing conditions, stakeholder interviews, Asset and Liability Workshop, Image Assessment Survey and a Roundtable Visioning Exercise. He concluded by saying that future tasks will be Roundtable Visioning Exercise II, completion of profile of existing conditions, development of goals, recommendations and implementation plan, draft plan, draft review process and Public Hearings.

Mr. Syden continued by giving an outline of the visioning topic areas, which include environmental resources, housing, economic development and transportation.

Ms. Linda Marshall inquired about a State Environmental Quality Review.

Mr. Syden stated that the adoption of a Comprehensive Plan is an action under SEQR and it is required.

Mr. Syden continued by explaining how the visioning exercise would take place and then split those in attendance into groups. He added that each group would brainstorm on each of the four topics for approximately 20 minutes and would write their thoughts on a sheet of paper and then switch to another topic. He continued by saying that each group would be adding their thoughts to the same paper, which would eliminate duplication. He concluded by saying that at the end of the exercise the groups would be called back together to go over the results

and each table would appoint a captain who would be responsible for shifting the paper and reading it at the conclusion of the exercise.

Mr. Syden called everyone back together after each group had the opportunity to add to each topic and then asked the audience how they wanted to proceed. He added that they could either go over the sheets or have LaBerge compile them to go over at the next meeting.

Ms. Linda Marshall asked if they could compromise and go over one of the sheets.

Mr. Syden stated that he would take a vote, which he proceeded to do and the majority wanted Laberge to compile the lists for the next meeting.

Ms. Sylvia Lawler asked if it would be possible to provide a copy of the results to each participant prior to the next meeting.

Mr. Syden stated that they would provide it through the Town's website along with the results of the Asset and Liability Workshop and a meeting flyer for the next Workshop.

He then thanked everyone for attending and added that the next meeting would be Tuesday, November 1, 2005.

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Joint Town/Village Board Meeting was held Monday, September 19, 2005, at 7:00 PM at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling, Jr., Supervisor
Dawn Rogers, Town Council
Nita J. Chmielewski, Town Council
Laverne Conrad, Town Council

PRESENT: John Bruno, Mayor
William Bailey, Village Trustee
Robert Wade, Village Trustee
Martin Case, Village Trustee

ABSENT: Frank Stanton, Town Council
Ann Marie Bonafide, Village Trustee

ALSO PRESENT: Cindy Vatalaro, Deputy Town Clerk
Scott Giroux, Chief of Police

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

Supervisor Hotaling asked that Deputy Town Clerk Cindy Vatalaro read the Notice of Special Meeting.

**NOTICE OF SPECIAL
TOWN OF COEYMANS
VILLAGE OF RAVENA
JOINT MEETING**

In compliance with Public Officer's Law, this will inform you that the Town Board of the Town of Coeymans and the Village Board of the Village of Ravena will hold a Special Joint Meeting on Monday, September 19, 2005 at 7:00pm for the purpose of reviewing the Intermunicipal Agreement between the Town of Coeymans and Village of Ravena relative to a Joint Police Chief. The meeting will be held at Town Hall, 18 Russell Ave., Ravena, New York.

By Order of the Town of
Coeymans Town Board
And Village Board
Diane L. Millious
Town Clerk
Josephine Bruno
Village Clerk

OPENING COMMENTS

Supervisor Hotaling stated that there is a full Town Board with the exception of Councilman Stanton.

Mayor Bruno stated that there is a full Village Board with the exception of Ann Marie Bonafide.

Supervisor Hotaling stated that the agreement that they are making reference to is an Intermunicipal Agreement that was initiated in 1997 between the Town of Coeymans and Village of Ravena. He added that it was an effort on the part of the Town and Village to consolidate the services of one individual for the purpose of providing leadership and management to each Police Department. He continued by saying that the 1997 agreement was for four-years and in 2001 the agreement was renewed and there were some changes made and the graduated schedule for responsibility of the Chief's salary and costs associated with his office were to be split between the Town and Village as follows:

2002	Town Pays 60%	Village Pays 40%	
	2003	Town Pays 65%	Village Pay
	2004	Town Pays 70%	Village Pay
	2005	Town Pays 75%	Village Pay

Supervisor Hotaling continued by saying that the agreement also required that a Joint Meeting between the Town and Village be held on or before the third Monday in September in order to review the terms and provisions of the agreement.

Supervisor Hotaling then asked that Mayor Bruno review to the public what they had accomplished thus far by virtue of committees and such.

Mayor Bruno stated that for background purposes, it was started when Frank McCabe was Police Chief for the Village of Ravena at the request of the then Supervisor, Vic Caark. He added that Frank started working part-time for the Town for a six-month period and then it was extended for another six months and from that point they have gotten to where they are now. He continued by saying that Supervisor Hotaling had advised him about the requirement for the Joint Meeting and in turn they had formed a committee, which consisted of himself and Trustee Wade for the Village and Supervisor Hotaling and Councilman Conrad for the Town. He added that they have met and have tried to work together with the concern of the safety of the public in mind and there is still a lot of work to do as far as reaching an agreement.

Supervisor Hotaling stated that both Town and Village Boards are very active with pointed positions in terms of how to make it safe for their constituency and public service in the most cost effective way is their goal. He added that the meetings have been productive and they have agreed on some things but are in the margin with some other

things. He continued by saying that they are moving ahead to put together a proposal for each Board to consider but it will take some time to accomplish this.

PUBLIC COMMENT

Supervisor Hotaling stated that it is important for both Boards to hear from any members of the public that would like to make comment relative to the Intermunicipal Agreement or police services in general. He continued by saying that he was extending the invitation for those that may be viewing it on television and added that they will be moving forward with the committee process and if necessary they will expand into larger groups for contract negotiations, which will be upcoming in the next few weeks because he has a budget to put together and has to plan for 2006. He concluded by reiterating that he encourages public opinion.

Mayor Bruno interjected that he also encourages public comment.

Supervisor Hotaling then invited the public to comment at this time.

Mr. Tom Tucker asked what was wrong with the way that it currently is.

Supervisor Hotaling stated that they are not sure that anything is wrong with the way that it is and they are exploring opportunities to move forward with what he believed to be the original intent to where eventually the Town would take over the entire responsibility for policing in the entire Town and the Village Police Department would be consumed/combined with the Town's Police Department. He added that it would be one force, which would eliminate residents of both the Town & Village to pay taxation for both a Town and Village Police force and continued by saying that he believes that it was the intent and they will be exploring options to see if the Town can provide the same level of coverage or increased coverage with fewer tax dollars expended.

Mayor Bruno added that he believes that Supervisor Hotaling is correct in his recollection of the original intent but there has been a change over the years of Village Trustees since this has been in effect. He added that the Village Board is doing the same in that they are looking at all of the options. He continued by saying that he believes that the Village Board is leaning toward leaving it like it is but they are looking to see what they can do to make it more cost effective and personally he does not want the Town to take over the whole department.

Mayor Bruno asked if any of his Board members would like to comment.

Trustee Wade stated that he agrees with Supervisor Hotaling description of the original intent as he was on the Village Board at the time and the intent was for the Town to pick up more of the responsibility and this has happened. He added that the Town Police Department has grown and the Town has incurred the majority of the cost and they have worked positively together for the residents of the Town, which includes Village

residents. He continued by saying that they are paying for two Police Departments but are getting a lot more services from the Town and this is how he justifies it. He continued by saying that he is looking forward to working with Supervisor Hotaling and the Town Board and in the last two years many positive things have happened and both Boards are headed in the same direction in that they want to provide the best coverage they can for the least amount of money. He concluded by saying that this was the original intent of the committee in 1992 when they suggested combining the Police Department and working toward the goal of having the Town take over the whole department and added that they are confident that they will be doing this.

Trustee Bailey stated that he was one of the original signers of the Intermunicipal Contract in 1997 and he believed that it was a good step toward Town/Village cooperation. He added that as Trustee Wade had stated, his vision was also for the Village involvement to go down step by step with the Town stepping up and taking over more of the Police Department and it has happened over the past 8 years. He added that where they go from here is open for negotiation and there are some concerns about the level of public safety that is provided to the Town & Village, in addition to the employees that have been working for many years for the Village of Ravenna Police Department and are topics of discussion that were negotiated with the Town. He concluded by saying that whether they move on further or continue status quo, it is up for discussion and negotiation between the two Boards and the cooperation between the Town and Village has been very successful in that the Police Department is operating very well as it currently is.

Trustee Case stated that public safety is the number one concern and they will never diminish the coverage. He added that they would try to do it in a more cost effective way.

Councilwoman Chmielewski stated that in reading the agreements it was her understanding that after the Town absorbed 75% and the Village 25%, the next step would be for there to be one Police Department with one Chief. She added that she does not know any of the background of the agreement, as she was not involved at that time.

Trustee Bailey stated that his recollection was that it was not specifically discussed as far as what was to happen after the 75-25 split.

Councilwoman Chmielewski inquired as to if there were any minutes for those discussions.

Trustee Wade stated that there were and he would get a copy to her. He added that the Supervisor, Mayor and each Council Member made a statement after they agreed on the agreement and Councilman Fisk had made an outline of what had happened in the past prior to the agreement and his comment was that for four to five years prior to the agreement personalities and politics had gotten in the way and it didn't move ahead. He continued by saying that also in 1992, Bob Fisk, Bob Bennett, representatives from the Village Board, Town Board, Village Chief McCabe, State Trooper Sevilla, and Hal Warner had worked on a committee to come up with recommendations as to what should

be done with the two forces and they currently are about 75% to where they recommended.

Councilwoman Rogers stated that she has the same sentiments about public safety in regard to police coverage and she believes that they can work everything out with the negotiations.

Councilman Conrad stated that there has been positive forward action in order to save the double taxation to the Village because the Police Department is an A Fund charge and the Village is currently between \$150,000 to \$160,000 in addition to the A Fund to try and somewhat supplement the Police Department as it is and currently requires coverage from the Town for the Village. He added that they are trying to make everyone comfortable with the system and with the Town Board, Village Board and Chief's input they will try to maintain the presence that there is at this point. He continued by saying that this will eliminate approximately \$150,000.00 from the Village Budget and they can still achieve the same level of coverage without double taxing the Village residents.

Supervisor Hotaling stated that his goal will be an effort to demonstrate not only to the public but also the Village Board, that the Town will provide a level of coverage that will be commensurate with what currently exists with staffing coverage and car coverage and there have been some discussions about how they can achieve that. He added that they also want to provide an opportunity and assurance to members of the Village Board when police coverage arises, that the concerns are channeled directly to the Chief of Police. He concluded by saying that all of this is subject to further discussion and he believes that they can move forward and ultimately provide public safety that the community requires at the best possible tax dollar cost.

Supervisor Hotaling stated that he would like to set a date for mid October for the next Joint Meeting.

Mayor Bruno asked that Supervisor Hotaling and Councilman Conrad come up with some tentative dates to meet with himself and Trustee Wade for further discussion. He added that the faster they move and get things in place the better it will be and this will give the public opportunity to comment.

Supervisor Hotaling suggested that the Town Board have a Joint Meeting with the Village Board on October 18, 2005 at 7:00pm prior to the regularly scheduled Village Meeting.

Collectively it was decided that this would be a good date and time.

Supervisor Hotaling asked for a motion from his Town Board to establish October 18, 2005 as the next Town/Village Joint Meeting at 7:00pm at Village Hall for the purpose of resolving a continuation, elimination or modification of the current Intermunicipal Agreement.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Chmielewski, setting the date of October 18, 2005 as the next Town/Village Joint Meeting, which will be at 7:00pm at Village Hall.

VOTE – AYES 4 – NAYS 0 – SO MOVED

Mayor Bruno asked for the same motion from his Board.

MOTION

On motion of Trustee Case, seconded by Trustee Bailey.

VOTE – AYES 4 – NAYS 0 – SO MOVED

Supervisor Hotaling asked Chief of Police Giroux if he had any comments to make.

Chief Giroux stated that he agrees that the interest of the public safety comes first in addition to agreeing that it has to be done at the best savings in terms of taxes. He added that he would like to attend any future meetings and be available for input.

Supervisor Hotaling stated that he would let him know of the dates.

Trustee Case thanked Chief Giroux for the report that he had provided to the Village Board and added that it was accurate and concise and it gave the history to those of them that did not know it.

Trustee Bailey added that it also weighed the pros and cons.

Supervisor Hotaling asked if there was any additional business.

Mr. Lazlo Polyak inquired if the public would be allowed to speak at the next meeting because it is their tax dollars and public safety.

Mayor Bruno stated that he would encourage public attendance and comment in addition to being able to submit comments and questions to his office prior to the meeting in order to bring all of the information together.

Trustee Wade stated that there are monthly and yearly reports that are prepared by Chief Giroux for anyone that would like statistics of number of call, and areas of the Town involved, which would be helpful in understanding what the community is like today as compared to how it was 8 years ago when Chief Giroux started and the reports are quite valuable in making determinations to some suggestions.

Mr. Polyak stated that the Board's concern should be what the public thinks on the funding of either two Police Departments, one Police Department, or to stay the way that it is because most people pay taxes for public safety. He added that it should be up to the

taxpayers and the public should be heard because funding for a police department is with tax dollars. He concluded by saying that there are some people that would be willing to pay more tax dollars for police protection and two separate departments and there are those that would not want to pay more, but either way they should go on record for what they want.

Mayor Bruno stated that he would go with what the public wants because he would not want to be one of five to determine the safety and welfare of the residents of the Village of Ravena.

Mr. Polyak stated that there will be three options, either stay the same, go to one Police Department or split and go to two Police Departments.

Supervisor Hotaling stated that at October 18, 2005 they will be bringing a proposal to vote and they will be developing the proposal during the next month. He added that anyone would be able to speak that evening but the information that they need should come while they are in the committee phase.

Mr. Polyak stated that there should be notice to the public when the committee meetings will be.

Supervisor Hotaling stated that anyone could contact any Town or Village Board Member at any time with any comments regarding the Police Department and it does not have to be during a meeting.

Mr. Polyak interjected that taxes are paid for two main reasons, fire and police coverage and he would like to see that the best coverage is given for the least amount of taxes.

Councilwoman Chmielewski stated that public safety is the main criteria, whether it is one or two departments.

Mayor Bruno interjected that the Village may opt to pay more and then suggested that the Village Board have a public informational meeting prior to October 18, 2005 for questions and comments.

Collectively it was decided that Supervisor Hotaling and Councilman Conrad would be present at the next Village Board Meeting and Mayor Bruno and Trustee Wade would be available at the next Town Board Meeting for any comments or questions.

Mr. Polyak stated that he believes that everyone has faith in both Boards that public safety is the number one issue. He reiterated that residents that pay taxes should have the opportunity to comment. He concluded by saying that personally he would like to see one Police Department and any decisions should be based on what the taxpayers want.

Supervisor Hotaling asked if there were any additional comments, hearing none he asked for a motion to adjourn the Joint Meeting.

ADJOURNMENT

Supervisor Hotaling and Mayor Bruno asked for a motion and second to adjourn.

MOTION

On motion of Councilman Conrad, seconded by Trustee Bailey to adjourn.

VOTE – AYES 7 – NAYS – 0 – ABSENT 2 (Bonafide, Stanton) – SO MOVED

Time 7:37pm

Respectfully Submitted,

Diane L. Millious, Town Clerk

AP

A Town Board Meeting was held Monday, September 12, 2005, at 7:00 PM at Town of Coeymans, Town Hall, 18 Russell Avenue, Ravena, New York.

PRESENT: Ronald K. Hotaling Jr., Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ALSO PRESENT: Cindy Vatalaro, Deputy Town Clerk
Albert Deering, Highway Superintendent
Joseph Rotello, Town Attorney

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

Supervisor Hotaling stated that the record should reflect that the entire Town Board was present in addition to Cindy Vatalaro, Deputy Town Clerk, Highway Superintendent Deering, and Town Attorney Rotello. He continued by giving an overview of the agenda.

OVERVIEW OF AGENDA

- Public Announcement
- Public Comment Period
- Approval of Minutes
 - Town Board Meeting – 07/25/05
 - Town Board Workshop – 08/16/05
- Department Report Review
- Old Business Update and Discussion
 - Joint Town Board – Village Board Meeting
 - Bond Anticipation Note
- New Business Topics for Discussion and/or Action
- Resolutions
 - Appoint Voting Machine Custodian
 - Appoint Voting Machine Custodian
 - Appoint Part-Time Building Inspector
 - Transfer of Funds
- Correspondence
 - Hudson River Valley Greenway
 - NYS Environmental Conservation – Protection of Waters Permit
 - Albany County Soil & Water Conservation District
- Town Board Workshops/Meetings

- Workshop – September 20, 2005, 6:00pm
- Town Board Workshop – September 20, 2005, 6:00pm
- Comprehensive Plan Workshop – September 20, 2005, 7:00pm
- Town Board Meeting – September 26, 2005, 7:00pm

PUBLIC ANNOUNCEMENT

Supervisor Hotaling stated that he wanted to announce that the Rte. 143 Reconstruction Project will be forthcoming based on a meeting with DOT and it will encompass Rte.143 where it begins at Rte. 9W and continue west for approximately 1 mile to Spoor Development. He added that the Town had petitioned DOT in the past and approximately 6 months ago they asked that DOT fast track the improvements on Rte. 143 based on its need for reconstruction and improvement because of dangerous turns and areas of deterioration as well as missing guide rails. He added that there was a DOT Regional Meeting and the project that was shelved for a number of years was put back on the table and in turn there have been discussions with DOT to talk about the project in addition to DOT sending the property owners within that first mile a letter and quoted the following from the letter:

“The NYS DOT is currently in the initial phase of the development of a highway project on Rte. 143 between Spoor Development and Rte. 9W in the Town of Coeymans. The purpose of the letter is to inform all property owners that a Public Informational Meeting will be on Tuesday, September 27, 2005 from 6:30pm to 8:00pm at Coeymans Town Hall, 18 Russell Avenue in the Village of Ravena, NY.”

Supervisor Hotaling continued by saying that the letter also gives some history, he continued to read the following: “Rte. 143 was originally constructed in 1915. Over the years, the roadway has been widened and has received several asphalt surface treatments. Other than routine maintenance no substantial work has been completed on Rte. 143 since the late 1970’s. Due to the continued deterioration of the roadway and steady traffic volumes, the proposed project will repave this portion of Rte. 143. Also a few of the curves on this section of roadway are relatively dangerous and are common locations for accidents. As such, it is possible that some portions of Rte. 143 will be slightly realigned. It is anticipated that the construction of the project will be performed while maintaining traffic on-site using short-term lane closures and flaggers. Construction is currently scheduled to begin in the fall of 2007 and is expected to take at least one year to complete. We will use this Public Information Meeting as an opportunity to inform those attending of the proposed plans and as a way to elicit local perspective regarding the project. This meeting is a part of a continuing effort to encourage public input in the development of transportation projects. A formal presentation will be given, afterwards NYS DOT staff will be

available to discuss the project and address questions in an informal environment.”

Supervisor Hotaling continued by saying that given the realignment plans for some portions of the road, it may become necessary for some property takings to occur and if this happens the law provides for Public Hearings for those property takings and this will take place in the distant future, probably late in the year 2006 or early 2007. He concluded by reiterating that the meeting will be Tuesday, September 27, 2005 from 6:30 to 8:00pm and added that it is an informational meeting and as opposed to a Public Hearing it will be for informational sharing on the part of DOT for those located in close proximity to the project and in general for residents of the Town.

PUBLIC COMMENT

Supervisor Hotaling stated that he would open the meeting up to public comment and asked if there were any members of the public that wanted to comment. He added that the Times Union paper had changed their format and there is now a community section of the paper for reporting items on communities and a reporter was present and any actions or comments may be incorporated into an article for the public to read.

Mr. Tony DiAcetis – stated that he is a resident of the Town of Coeymans at 108 Palmer Drive and added that residents of Martins Hill, Palmer Drive and Deans Mill Road have been desirous for the past decade to obtain municipal water and sewer. He added that in 2000 the Town did have some soil borings done and the results determined that the soil conditions were not prohibitive of installing sewer and water pipes. He continued by saying that over a period of time and in being a Town Board member, neighbors have approached him asking what they could do and as a result they met and put together a petition and started getting signatures Thursday of last week but did not intend to present it at this time. He added that on Saturday they all were in receipt of their letter from NYS DOT and in turn they rushed to get signatures because they did not want to submit a submission in a couple of weeks when the state is having their informational meeting on the Rte.143 reconstruction because they did not want it to look like this is why they were doing the petition. He added that he wanted to share the following from the petition and read as follows: “A petition to the Town of Coeymans Supervisor and Board Members, the residents and or property owners on Martins Hill, Palmer Drive, and Deans Mill Road in the Town of Coeymans have expressed interest for the past decade in providing municipal water and sewers. The New York State Department of Transportation has announced plans to let in 2007 a contract to rebuild Rte. 143 Martins Hill. It would be an advantageous time to add water and sewer lines to the rebuilding of the road and the action that we are petitioning is this - We the undersigned residents and/or property owners of the Town of Coeymans hereby petition the Town of Coeymans Town Board to immediately investigate the possibility of providing municipal water and sewer to

Martins Hill, Palmer Drive and Deans Mill Road in time to be incorporated with the NYS DOT plans to rebuild Rte. 143 Martins Hill”

Mr. DiAcetis continued by saying that he received a postcard advising that there is a free Co-Funding Workshop and Individual Project Consultations to learn the processes and procedures for obtaining optimal government funding for municipal water and sewer projects from funding experts. He added that he had planned on attending the session in Albany on October 5th but when he checked his calendar he found that he had previously scheduled an appointment on that date and will not be able to go and in turn was extending the invitation to any members of the Town Board that can attend. He continued by saying that he was giving the postcard to the Town Board along with the petition and added that there are a number of residents that signed the petition, such as himself that don't have a problem with their well but would like the security of not having to worry and then there are those that have severe problems and horror stories about their water situation. He added that he had asked the residents why they have tolerated the problem so long and he was advised that most did not know where to turn and did not know the workings of government, other have been waiting for some action to be taken because the soil borings had been done, some thought it would automatically be incorporated with the road work on Rte. 143 and some have gotten so discouraged that they have given up. He concluded by saying that many of the residents were not present at the meeting because there was such short notice, but they wanted to get the petition to them before the DOT Informational Meeting. He then presented the petition to the Town Board and thanked those that helped with the petition in addition to thanking the Town Board for listening and hopefully doing something about it.

Supervisor Hotaling thanked Mr. DiAcetis and invited additional comment.

The following made public comment voicing their concerns about the quality and shortage of water on Martins Hill.

Mr. James Bushnell Sr., Mr. James Bushnell Jr., Ms. Holly Humanez, Ms. Linda Arnold, Ms. Pearl Macey. Key points of their comments included:

- • It has been a problem for over 30 years.
- • DEC tested the water in 1978 and found E-Coli bacteria – a letter was sent to the Town and Village Boards stating that it is because of the runoff from sewers and there was no follow-up or action.
- • It seems to be an issue of concern for the Elected Officials during an election year and then nothing gets done.
- • Mineral deposit build up causes mechanical problems and replacement of parts and pipes is often necessary and costly.
- • There is an extreme shortage of water for showers, laundry, dish washing, etc.
- • Water would not be available to fight a fire.
- • Water would be available from the City of Albany if necessary at a minimal cost.
- • Water tests were by-passed in order to obtain loans from the bank.

- • Illnesses of E-Coli were diagnosed and reported to the Department of Health.
- • Water has to be purchased for drinking and cooking.
- • Water is taken from a stream and put in wells and rain gutters are diverted into wells.
- • Homeowners would be more than willing to pay the cost associated with getting municipal water.

Town Board comments included:

- • Supervisor Hotaling has no recollection of the 1978 letter.
- • This has been a problem for years and on the Town Board's mind, it has not just been during election time and there have been several discussions with the Mayor.
- • Councilman Conrad recalls the 1978 letter but his recollection is that it was from the Albany County Health Department to the Village of Ravena.
- • The Village will allow anyone within the Water District to hook-up but the fee is cost prohibited because the State Comptroller will allow between \$600.00-\$700.00 and the fee far exceeds that amount.
- • DOT has been advised that the Town is interested in infrastructure for sewer, water and storm water.
- • Soil borings were done in the past and the results were forwarded to the Department of Transportation.
- • The Town Board has been proactive in trying to get a cost that can be born by the taxpayers of the parcels interested in obtaining water.
- • Houses were bought with the knowledge that the wells/water would not pass the bank tests.
- • The Town Supervisor will advise the Department of Health of the concern regarding E-Coli bacteria and ask that they examine each and every problem.

Supervisor Hotaling asked if there were any additional comments.

Ms. Arnold asked if the DOT Informational Meeting on September 27th would be televised.

Supervisor Hotaling stated that it would not be as it will be a meeting for the property owners in that narrow corridor of the where the project is going to be and it will be question and answer period between DOT and those property owners.

Ms. Arnold asked if there would be minutes taken.

Supervisor Hotaling stated that there would not be, the Town is providing the space for DOT to have the meeting and the Town Board will not have a role in the meeting.

Supervisor Hotaling asked if there were any additional comments, hearing none he moved to the next agenda item.

APPROVAL OF MINUTES

Supervisor Hotaling stated that there were two sets of minutes for Town Board approval and asked if everyone had an opportunity to read them. He then asked for a motion to approve the July 25, 2005 Town Board Workshop Meeting minutes.

Councilwoman Chmielewski stated that there was an omission of a name on page 6.

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilman Stanton, the July 25, 2005 Town Board Meeting Minutes were approved with a minor adjustment of a name being added to page 6 as Councilwoman Chmielewski had pointed out.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Supervisor Hotaling asked for a motion to approve the August 16, 2005 Town Board Workshop minutes.

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Conrad, the August 16, 2005 Town Board Workshop Minutes were approved.

VOTE – AYES 5 – NAYS 0 – SO MOVED

OLD BUSINESS

JOINT TOWN BOARD/VILLAGE BOARD MEETING

Supervisor Hotaling stated that previously the Town Board announced that they were going to form a committee to discuss with a similar committee of the Village Board the Joint Police Chief Agreement, which has been in place since 1997. He added that in 1997 the Town Board and Village Board determined that it would be in the best interest of both communities to have an Intermunicipal Agreement to share a Police Chief and he would head both the Village and Town Police Departments. He continued by saying that the most recent renewal occurred in 2002 and a requirement of the agreement is that there be a meeting by the third

Monday in September of the final year of the agreement and the third Monday is September 19, 2005. He added that the Town Board's committee consisting of himself and Councilman Conrad had met with the Village Board's Committee consisting of Mayor Bruno and Trustee Wade in an effort to talk about each other's position relative to the continuation, modification or elimination of the Intermunicipal Agreement and they have determined that in accordance with the agreement they will be having a Joint Meeting of the Village and Town Boards on September 19, 2005 at 7:00pm and then asked for a motion to set the meeting and direct that the Public Notice be promulgated.

MOTION

On motion of Councilman Conrad, seconded by Councilman Stanton, to authorize the announcement and Notice of a Joint Meeting between the Town and Village Boards that will be held September 19, 2005 at 7:00pm for the purpose of reviewing the Intermunicipal Agreement between the Town of Coeymans and Village of Ravena relative to a Joint Police Chief.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Supervisor Hotaling added that the Town and Village have agreed to share the cost of such Notice and the Deputy Town Clerk and Village Clerk have had some discussion and the Notice is about to be promulgated and in this week's paper. He continued by saying that they are looking forward to any comments that the public may have relative to the Joint Police Chief since it is a Public Meeting that will be televised.

BOND ANTICIPATION NOTE

Supervisor Hotaling stated that there have been several meetings with discussions about the needs for upgrades at the Waste Water Treatment Plant that have been ongoing for many years in addition to a moratorium being put in place because the plant could not meet the needs of the municipalities. He added that there have been efforts of previous Town Boards in addition to the current Town Board putting the project out to bid, which came in far over expectations as well as their authorization to spend and they now have another engineering firm who put together another design that would be within the limit of what the Town can authorize for the project. He continued by saying that the new bid came in less than the previous bid but came in at a number that was just under their authorization and at the last meeting they had raised the ceiling for an authorization to borrow money because they had no authority to exceed \$800,000.00 and this project was estimated at the very least to be \$1.3 million. He added that they had to authorize themselves, on behalf of the citizens, to borrow money to accommodate the project and the bids came in and there is a contract and now they are going to borrow the first portion of money, which will be used as a revolving account to pay the contractor, in turn they will submit the vouchers to DEC for reimbursement from the \$582,000.00 Grant that was awarded in early 2000 and the Town will be reimbursed 85%. He continued by saying that the \$500,000 that they are borrowing is part of the \$801,000 Bond Anticipation Note

that is going to be up for sale at the end of the month by the Town's Bond Administrator, Mr. Donegan. He added that there are 11 components in the bond that they in addition to previous Town Board's have been paying on, and 6 of the components, which include the purchase of a police car that goes back to 2002, the purchase of computer software that goes back to 2001, the purchase of a 2003 Chevy four-wheel drive truck, the purchase of 2003 Ford Truck, the purchase of a 2003 police car, and the purchase of two police ATV's, will be satisfied by payments that will be made by the end of September. He continued by saying that \$800,000 is a large amount to borrow but \$500,000 of that is new borrowing for the Waste Water Treatment Plant Project and as a revolving fund he wanted to inform everyone that they did the best they could in terms of paying some of the components and they will be looking to do this again the next time a large BAN comes around to pay down as much as they can in debt that has been incurred in the Town of Coeymans. He concluded by saying and that he is hopeful that they can get a good interest rate when the sale of the Bond takes place at the end of the month and it will be announced and there will be a formal resolution to accept it.

NEW BUISNESS

Resignation of Bingo Inspector

Supervisor Hotaling stated that the Town has had the benefit of a Bingo Inspector, Donna Pasquini, for several months and she has been doing a good job. He added that there was training for all of the bingo venues provided by NYS Racing and Wagering. He concluded by saying that she has provided good service to the Town but has decided that she can no longer continue and in an August 29, 2005 letter to him she has tendered her resignation. He then asked for a motion to accept the resignation.

MOTION

On motion of Councilman Conrad, seconded by Councilman Stanton, to accept the resignation of Bingo Inspector Donna Pasquini.

VOTE – AYES 5 – NAYS 0 – SO MOVED

August 29, 2005

Honorable Ronald K. Hotaling
Supervisor, Town of Coeymans
18 Russell Avenue
Ravena, NY 12143

Dear Mr. Hotaling:

With much regret I wish to inform you that due to personal reasons I will no longer be able to fulfill the obligation of Bingo Inspector for the Town of Coeymans. Therefore, I am resigning from my position as Bingo Inspector effective September 30, 2005 after working that evening.

Very truly yours,

Donna R. Pasquini

Councilwoman Rogers interjected that there are a lot of people that enjoy playing bingo in the Town and if they want it to continue someone needs to come forward for the position.

Supervisor Hotaling added that the salary was increased to \$700.00 and they will be advertising for another Bingo Inspector. He continued by saying that he was making a public plea for anyone that would like to fill the position and added that you cannot be a Bingo Inspector and play bingo at the same venue at the same time. He then thanked Ms. Pasquini for her service to the Town.

RESOLUTIONS

RESOLUTION #95-05 APPROVAL OF VOTING MACHINE CUSTODIAN

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

WHEREAS, the Town of Coeymans has been in need of a Voting Machine Custodian for some time, and

WHEREAS, the Primary and General Elections of 2005 are upon us,

NOW, THEREFORE, BE IT RESOLVED, that the Town board of the Town of Coeymans hereby appoints Alan Newburg as a Voting Machine Custodian, and

BE IT FURTHER RESOLVED, that Mr. Newburg, who will require official training by the Board of Elections, be advised to “shadow” the machine custodian(s) working the Primary on September 13, 2005, and the General Election on November 8, 2005.

BE IT FURTHER RESOLVED, that the pay for Mr. Newburg’s service be consistent with the budgeted authorized rate of \$500. This appointment takes effect immediately.

Supervisor Hotaling thanked Mr. Newburg for stepping up to the plate and then asked if he wanted to say anything.

Mr. Newburg stated that he was happy to be onboard and would do whatever he could to help out.

Supervisor Hotaling stated that the voting machines are very old and have mechanical difficulties and Mr. Newberg is highly regarded with his mechanical skills. He added that the next resolution was appointing someone with experience who has volunteered his services and will be around to assist Mr. Newberg.

RESOLUTION #96-05 APPROVAL OF VOTING MACHINE CUSTODIAN

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

WHEREAS, the Town of Coeymans must appoint a voting machine custodian to maintain the voting machines used in elections held within the Town of Coeymans, and

WHEREAS, the Town currently has need of an experienced voting machine custodian to train new voting machine custodians,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans appoints Thomas Rotello to the position of voting machine custodian.

Supervisor Hotaling added that Mr. Rotello has many years experience working on voting machines and was a custodian for many years and looks forward to sharing his expertise with Mr. Newberg. He concluded by saying that the Board of Elections does require training and Mr. Newberg will be advised when this would be available for him to attend.

RESOLUTION #97-05 APPROVAL OF PART-TIME ASSISTANT BUILDING INSPECTOR

On motion of Councilwoman Rogers, seconded by Councilwoman Conrad, the following resolution was APPROVED – VOTE – AYES 5 – NAYS 0 – SO MOVED

WHEREAS, for the past ten years Sante DeBacco has served as an Assistant Building Inspector on a part time basis, and

WHEREAS, Mr DeBacco has taken and passed the Civil Service test recently administered, and

WHEREAS, Mr. DeBacco's rank on the Town of Coeymans list is Number 1, and

WHEREAS, Mr. DeBacco is desirous of being appointed part time Assistant Building Inspector,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans hereby appoints Sante DeBacco to the Albany County Civil Service position of Part-Time Assistant Building Inspector at a rate of \$14.996 per hour.

This appointment is from Albany County Civil Service list/exam number 200568681 and takes effect immediately.

Supervisor Hotaling stated that Mr. DeBacco has served admirably for several years and in the last year the Albany County Civil Service Dept. has changed leadership and the State has given new direction in that many positions require examinations. He added that when they were advised that an examination was required for a Part-Time Building Inspector, Sante DeBacco took the test and finished number one and his rank on the list is indicative of his service and the Town Board is proud to formalize this position.

RESOLUTION #98-05 TRANSFER OF FUNDS

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

WHEREAS, the following account has been exhausted because of unforeseen expenditures,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor Ronald K. Hotaling, Jr. to modify the 2005 budget as follows:

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$ 892.00	A5010.1 Deputy Highway Superintendent	A5132.4 Highway Garage Contractual
\$ 2,535.00	B9040.8 Health Insurance	B9010.8 Retirement
\$ 1,325.00	B9040.8 Health Insurance	B9030.8 Social Security
\$ 39.00	B9040.8 Health Insurance	B9040.8 Worker’s Comp.
\$ 177.40 Outlay	DB5130.4 Machinery Contractual	DB5130.2 Capital Machinery

CORRESPONDENCE

Hudson River Valley Greenway

Supervisor Hotaling stated that he received correspondence dated August 26, 2005, from the Hudson Valley Greenway and as a Hudson River Valley

Community, it invites the Town of Coeymans to the Sixth Annual Hudson River Valley Ramble. He added that it states that there will be 150 guided hikes, bikes, walks, paddles, river explorations and historic and cultural events, which will be the weekends of September 17-18 & 24-25. He concluded by saying that more information could be obtained by visiting or by calling (518) 473-3835 in addition to him posting the guide on the bulletin board in Town Hall.

Albany County Soil & Water Conservation District

Supervisor Hotaling stated that he received correspondence dated August 8, 2005, from the Albany County Soil & Water Conservation District, which is a brochure titled "Home Owners Guide to Preventing Storm Water Pollution" and it will be available at Town Hall for anyone wanting interested in obtaining a copy.

NYS Department of Environmental Conservation

Supervisor Hotaling stated that he is in receipt of correspondence dated August 30, 2005, which is a copy of a letter that was sent to Carver Laraway, P&M Brick, LLC and it is regarding a DEC Protection of Water Permit under Article 15 and 6 NYCRR Part 608. He added that it pertains to the docking facilities at the former brickyard, which permits Carver Laraway or his contractor to construct, rehab and improve the deteriorated timber and brick bulkhead/shoreline docking facility. He added that he wanted to share the fact that the permit exists and it is for the period of December 31, 2005 – December 30, 2007.

ADDITIONAL COMMENTS

Supervisor Hotaling stated that he is in receipt of a submission from the Highway Dept. relative to the Town's Second Street effort for sewer and storm drains that were replaced and Highway Superintendent has requested an estimate from Callanan Industries to resurface the road.

Discussion ensued about the estimate of \$11,900.00 for the blacktop plus \$3,200.00 to load it into their truck.

Supervisor Hotaling asked if the Town Board wanted to authorize the Highway Superintendent to contract this out to Callanan Industries.

Councilman Conrad stated that it does need to be done but he is disappointed that they could not arrange with the Village to get the water line done at the same time because it will have to be ripped up when the water line work is done.

Councilwoman Chmielewski asked if there has been any discussion with the Mayor about the cost to the Town for resurfacing the road.

Supervisor Hotaling stated that he had not conveyed the cost to the Mayor but they have asked him on a couple of occasions to consider trying to work it out with the Town.

Councilman Conrad stated that everyone wants to work out the circumstances and details but the problem is that there does not seem to be a mutual consideration as far as who is responsible for what.

Councilwoman Chmielewski interjected that previously the Town could not convey to the Village the cost because they did not have it but now it would be worthwhile for the Town to let the Village know now that they have the cost.

Councilwoman Rogers inquired about having the road resurfaced now and then dug up for the water and then the possibility of it being the Town's responsibility to fix the road again when the Village was given the opportunity to do the water now.

Supervisor Hotaling stated that this was beyond the controversy that currently exists and he could not even speculate a response to that.

Councilman Stanton inquired about the length of the water pipe.

Councilman Conrad interjected that it is approximately 800 feet from Fourth Street to Westerlo Street and there currently is a 4" main that only comes a portion of the way down and there is a fire hydrant on that street that couldn't possibly work and the rest of the street is a 1" main. He added by saying that it is understandable why the Village has had problems.

Councilman Stanton suggested that they speak with the Village during their Joint Meeting relative to the Intermunicipal Agreement for a Joint Chief of Police.

Supervisor Hotaling stated that they should not confuse that meeting but he would convey to the Mayor that it was going to cost the Town approximately \$16,000 to resurface the road.

Councilman Conrad stated that the Village Board agrees that they need to sit down and resolve the problem.

Councilman Stanton stated that 800 feet is not that long to put in a water line and there is still time before the weather gets bad.

Highway Superintendent Deering interjected that he agrees and there is time.

Supervisor Hotaling stated that he would raise it with the Mayor and then asked if it should be done at a formal meeting.

Councilman Conrad suggested that it should be done during a Workshop.

Supervisor Hotaling stated that they were not going to make a final determination and he would raise it with the Village to see what there interest is in replacing the water line in addition to conveying to them that there is currently a window of opportunity to do it before bad weather. He concluded by saying he would get back to Highway Superintendent Deering after he hears back from the Village Board and consults with the Town Board.

TOWN BOARD WORKSHOPS/MEETINGS

- Special Joint Town Board/Village Board Meeting, September 19, 2005 – 7:00pm
- Town Board Workshop, September 20, 2005 – 6:00pm
- Town Board Workshop, September 20, 2005 – 7:00pm
Comprehensive Plan – Economic Development
- Town Board Meeting, September 26, 2005 – 7:00pm

ADDITIONAL BUSINESS

Councilwoman Rogers stated that she wanted to remind everyone about the Public Informational Meeting on September 27, 2005 at 6:30pm at Town Hall.

Supervisor Hotaling interjected that it is primarily with the property owners but in general it will be an informational meeting about the Rte. 143 project. He then asked if there were any additional comments.

Councilwoman Chmielewski asked Highway Superintendent Deering if Lindskoog Road was completed.

Highway Superintendent Deering stated that the paving was done and they have some aprons left to do.

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the meeting.

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad, to adjourn the meeting. Time 8:50pm

Respectfully Submitted

APPROVED:

Diane L. Millious, Town Clerk

A Regular Town Board Meeting was held Monday, August 22, 2005, at 7:00 PM at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling, Jr., Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne H. Conrad, Councilman

ALSO PRESENT: Diane L. Millious, Town Clerk
Albert Deering, Highway Superintendent
Scott Giroux, Chief of Police
Joe Rotello, Town Attorney

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

SUPERVISOR'S OPENING

Supervisor Hotaling stated that the record should reflect that there is a full Town Board in addition to Town Clerk Millious, Town Attorney Rotello, Highway Superintendent Deering and Chief of Police Giroux being present.

OVERVIEW OF AGENDA

- • Public Comment
- • Approval of Minutes
 - Special Town Board Meeting, July 7, 2005
 - Town Board Workshop, July 12, 2005
 - Bid Opening, August 18, 2005
- • Supervisor's Report, June & July 2005
- • Department Report Review
 - Town Clerk Report, July 2005
 - Police Department Report, July 2005
- • Old Business
 - Local Government Records Management Improvement Fund Grant
- • New Business
 - Resignation, Part-Time Clerk – Assessor's Office
 - Association of Towns, Membership Dues
 - Route 143 Construction Project
 - Reduction of Speed Limit, Lindskoog Road

- Discussion of Sewer Bill for Parcel
- Approval of Application for Use of Facilities
- Town of Coeymans Banners
- • Resolutions
 - Adoption of Agency Plan for 2005 and Five-Year Plan for 2005-2009
Section 8 Housing Choice Voucher Program
 - Appointment of Planning Board Member
 - Appointment of Planning Board Chairman
 - Appointment of Part-Time Building Inspector
 - Approval of Abstract, August 2005
 - Supplemental Bond Resolution
- • Correspondence
 - Time Warner Cable, Franchise Fee Payment
 - Central Hudson, Request for Rate Increase in Natural Gas and Electric Delivery Rates
 - Cornell Cooperative Extension, Work Experience Program
 - NYS DEC, Re-issuance of Maintenance Dredging Permit
- • Town Board Workshops/Meetings
 - Town Board Workshop, August 23, 2005 6pm
 - Town Board Meeting, September 12, 2005 7pm
 - Town Board Workshop, September 20, 2005 6pm
 - Town Board Meeting, September 26, 2005 7pm

PUBLIC COMMENT

Supervisor Hotaling invited members of the public to comment at this time, hearing none he moved to the next agenda item.

APPROVAL OF MINUTES

Supervisor Hotaling stated that there were three sets of minutes for approval and asked everyone if they had the opportunity to read and review them.

Councilman Conrad stated that he had not received the minutes for the Bid Opening on August 18, 2005.

Supervisor Hotaling stated that they would put that aside and the bid results would be discussed later in the meeting and added that there were minutes for a Special Town Board Meeting on July 7, 2005 and a Town Board Workshop on July 12, 2005 that have been presented for approval. He then asked for a motion to approve the July 7, 2005 minutes.

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Stanton, to approve the minutes for the Special Town Board Meeting on July 7, 2005.

VOTE – AYES 4 – NAYS 0 – ABSTAIN 1 (Chmielewski, absent from the July 7th Meeting) – SO MOVED

Supervisor Hotaling then asked for a motion to approve the July 12, 2005 Workshop.

MOTION

On motion of Councilman Conrad, seconded by Councilman Stanton, to approve the minutes for the Town Board Workshop on July 12, 2005.

VOTE – AYES 3 – NAYS 0 – ABSTAIN 2 (Hotaling and Chmielewski, absent from the July 12th Meeting) – SO MOVED

Supervisor Hotaling reiterated that the Bid Opening Minutes for August 18, 2005 were being put aside for later in the meeting.

SUPERVISOR’S REPORTS

June 2005

FUND	BAL. FWD	RECEIPTS	DISBURSE.	BALANCE
GENERAL	\$550,404.37	\$ 41,598.58	\$(157,113.33)	\$434,889.62
PART-TOWN	\$ 10,707.75	\$ 1,268.13	\$(29,823.97)	\$(17,848.09)
SPEC. WATER	\$ 42,333.55	\$ 1,871.38	-0-	\$ 44,204.93
TRUST & AGCY.	\$ 561.91	-0-	-0-	\$ 561.91
HIGHWAY	\$ 408,872.79	\$ 638.67	\$(69,020.31)	\$340,491.15
SEWER & SEWER CAP. PROJECT	\$ 100,580.90	\$ 64,895.96	\$(24,190.23)	\$141,286.63
			TOTAL REC. BAL.	\$943,586.15

CD – CITIZENS BANK D FUND \$200,000.00
90 DAYS S FUND \$100,000.00
 A FUND \$100,000.00

CD – FIRST NIAGARA A FUND \$1,000,000.00

90 DAYS

SAVINGS ACCOUNTS

SECTION 8 – HUD

UNEMPLOYMENT	\$ 3,088.00	OCCUPIED UNITS	71
GROVE CEMETERY	\$56,911.67	HUD PAYMENTS	\$30,295.00
SEWER DEDICATED	<u>\$ 6,077.64</u>	ADMIN. FEE	\$ 280.35
TOTAL	\$66,077.31	TOTAL HUD PMT.	\$30,575.35

**COLLATERAL
COVERAGE**

FDIC Coverage

Collateralized

**NATIONAL BANK OF
COXSACKIE**

\$100,000.00

\$2,994,521.72

July 2005

FUND	BAL. FWD	RECEIPTS	DISBURSE.	BALANCE
GENERAL	\$ 434,889.62	\$111,481.84	\$(152,749.21)	\$393,622.25
PART-TOWN	\$(17,848.09)	\$366,113.00	\$(25,007.70)	\$323,257.21
SPEC. WATER	\$ 44,204.93	\$ 370.06	-0-	\$ 44,574.99
TRUST & AGCY.	\$ 561.91	-0-	-0-	\$ 561.91
HIGHWAY	\$ 340,491.15	\$ 29,416.23	\$(91,445.58)	\$278,461.80
SEWER & SEWER CAP. PROJECT	\$ 141,286.63	\$ 30,079.51	\$(25,543.94)	\$145,822.20
			TOTAL REC. BAL.	\$1,186,300.36

CD – CITIZENS BANK	D FUND	\$ 200,000.00
90 DAYS	S FUND	\$ 100,000.00
	A FUND	\$ 100,000.00

CD – FIRST NIAGARA	A FUND	\$1,000,000.00
90 DAYS		

SAVINGS ACCOUNTS

SECTION 8 – HUD

UNEMPLOYMENT	\$ 3,090.45	OCCUPIED UNITS	64
GROVE CEMETERY	\$ 56,862.70	HUD PAYMENTS	\$28,812.00
SEWER DEDICATED	<u>\$ 6,082.47</u>	ADMIN. FEE	\$ 280.35
TOTAL	\$ 66,035.62	TOTAL HUD PMT.	\$29,092.35

CONTRACT RENT \$42,062.00

**COLLATERAL
COVERAGE**

FDIC Coverage

Collateralized

**NATIONAL BANK OF
COXSACKIE**

\$100,000.00

\$2,625,631.37

Supervisor Hotaling asked for a motion to approve the Supervisor's Reports for June and July 2005.

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad, the Supervisor's Reports for June and July 2005 were accepted as presented.

VOTE – AYES 5 – NAYS 0 – SO MOVED

DEPARTMENT REPORT REVIEW

Town Clerk Monthly Report – July 2005

Supervisor Hotaling asked that Town Clerk Millious present her Department Report for July 2005.

Town Clerk Millious continued by giving her report and added that she wanted to remind everyone that hunting licenses for 2005-2006 are now on sale and the deadline for Deer Management Permits is 10-01-05.

Supervisor Hotaling asked if there were any questions regarding the Town Clerk's Report.

Councilwoman Chmielewski inquired as to what Bidder Fees are.

Councilman Conrad stated that there was a \$100.00 charge for plans for the Waste Water Treatment Plant.

Councilwoman Chmielewski interjected that she believed it should be put in the Sewer Department Fund.

Supervisor Hotaling inquired as to how the revenue should be directed.

Town Clerk Millious stated that if it were a Sewer Department revenue it would have been given directly to the bookkeeper and not included in the Town Clerk's Report.

Supervisor Hotaling interjected that it could be an error in notation and asked that Town Clerk Millious check with the bookkeeper and make any adjustment if necessary if it was recorded incorrectly. He then asked that the Town Clerk's Report be accepted with any noted potential modifications.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Rogers, the Town Clerk's Report for July 2005 was accepted with any noted potential modifications.

Police Department Monthly Report – July 2005

Supervisor Hotaling asked that Chief of Police Giroux give his Department Report for July 2005.

Chief Giroux gave his report for July 2005.

Supervisor Hotaling asked if there were any questions and then asked for a motion to approve the Police Department Monthly Report for July 2005.

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad, the Police Department Report for July 2005 was accepted as presented.

VOTE – AYES 5 – NAYS 0 – SO MOVED

OLD BUSINESS

Local Government Records Management Improvement Fund Grant

Supervisor Hotaling stated that several months ago the Town Clerk had asked about engaging with a firm that were experts in putting together grant applications because the downstairs of the building where the records are stored is sorely in need of some preservation. He added that the Town Board agreed and it resulted in an application for a grant for records management. He then asked that Town Clerk Millious give an update.

Town Clerk Millious stated that the application was submitted in December and the amount that was requested was \$54,319.00. She added that this month she received notification that she was successful in obtaining a grant and the amount awarded was \$26,590.00, which would be used for records management. She went on to say that she was fortunate to have the help of two young girls for approximately five weeks and they have gotten a start on the project. She concluded by saying that she is waiting for the guidelines and check and it was exciting news for her office.

Supervisor Hotaling added that when the guidelines come the effort will be to preserve what records the Town has and congratulated Town Clerk Millious on her success in obtaining this grant.

Colvin Avenue Parking Problems

Supervisor Hotaling stated that this item was not on the agenda and there were residents in the audience that he thought would be making comment during the Public Comment portion of the agenda regarding the Colvin Avenue parking problem and to ask what the Town Board intends to do about it. He continued by stating that it was discussed at a Workshop and Mr. Allen had agreed to a meeting regarding some changes to the layout in addition to a no parking sign being moved further into Colvin Avenue. He then asked Highway Superintendent Deering if this had been done.

Highway Superintendent Deering stated that he had just found out about it and then asked how far back they wanted it moved.

Supervisor Hotaling stated that at the last Town Board Meeting they had talked about the layout of Colvin Avenue and he was corrected as far as his perception of the shape and what they were talking about is having the sign placed back to the area of the end of the Pasquini property fence and Mr. Allen's tree line, indicating that there would be no parking from that point to the intersection of Westerlo.

Councilman Conrad stated that Chief of Police Giroux had raised the possibility of having to amend the Local Law.

Chief of Police Giroux interjected that there is no reference in the parking regulations pertaining to Colvin Avenue and the regulation about not parking too close to the corner is covered under State Law and traffic safety, which they could do but to put any other statute on parking limitations would require an amendment to the Local Law.

Supervisor Hotaling stated that they would be moving an existing no parking sign in further from the corner.

Chief of Police Giroux stated that it would then be enforceable under the Vehicle and Traffic Law.

Supervisor Hotaling asked that Highway Superintendent Deering discuss with Councilwoman Rogers a timeline to do this and in turn they would share it with Mr. Allen. He added that Mr. Allen and Ms. Pasquini are the best monitors of the situation and if it is not working they will have to reassess what is happening and explore other options.

NEW BUSINESS

Resignation Part-Time Clerk – Assessor’s Office

Supervisor Hotaling stated that there is a resignation of the Part-Time Clerk in the Assessor’s Office and last month there was a resolution to hire her replacement, Dawn DeRose, who had previously worked there. He continued by reading the following:

August 5, 2005

Laura VanValkenburg
Assessor, IAO
Town of Coeymans
18 Russell Avenue
Ravena, NY 12143

Dear Laura,

Thank you for giving me the opportunity to work in your office. It has been a pleasure working with you these past six months. I truly regret that I must resign my position as part-time clerk for the Town of Coeymans Assessor’s Office. My last day of employment will be Friday, August 12, 2005.

Sincerely,
Diane Therrien-Smith

Supervisor Hotaling asked for a motion to accept the resignation.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Chmielewski, to accept the resignation of Diane Therrien-Smith, Part-Time Clerk in the Assessor’s Office.
VOTE – AYES 5 – NAYS 0 – SO MOVED

Councilman Conrad expressed his thanks to Diane for her confident job she had been doing with the records.

Supervisor Hotaling expressed his thanks along with the rest of the Town Board.

Association of Towns – Membership Dues

Supervisor Hotaling stated that he was in receipt of a letter from the Association of Towns, which is the Association that the Town turns to for advice and they are a good resource. He added that previously in 2005 the dues were \$1,100.00 and the letter states that the dues for 2006 will be \$1,199.00, which is based on the Town’s total revenue of \$5,020,491.00. He then asked for a motion to authorize him to pay the dues in order to continue to be a member of the Association of Towns.

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad, authorizing Supervisor Hotaling to process the Association of Towns dues for 2006 in the amount of \$1,199.00

VOTE – AYES 5 – NAYS 0 – SO MOVED

Route 143 Construction Project

Supervisor Hotaling stated that State Rte. 143, starting at Martin's Hill and going out through Coeymans Hollow has been a sore subject for several years in how it interacts with the Town's roads. He continued by saying that it has been since the mid 90's that there has been discussion about reconstruction and realignment of State Rte. 143 and there was money available but the State had other issues and the project never got started. He added that for years there have been numerous complaints filed with DOT and at the request of the Town Board and other agencies that serve the Town, approximately six months ago he wrote a scathing letter to DOT as far as the potential problems with a bus load of children on an eroded shoulder or an emergency vehicle trying to respond to an emergency. He continued by saying that DOT has put the State Rte. 143 project back on the agenda, however it has been scaled down and it will not happen for three years and in his meeting with DOT the plan was laid out and the intent is for the project to be done in the 2008 construction season going into 2009. He added that there will be a realignment where State Rte. 143 joins Rte. 9W for 1.6 miles to Spoor Development and the plan also calls for straightening out the bad turns and the possibility of realigning where Deans Mill Road and Palmer Drive meet. He continued by saying that there is 3 million dollars for the project and he learned at the meeting that it costs 1.3 million per lane mile, which is 2.6 million dollars because State Rte. 143 is a two-lane road. He concluded by saying that when the project starts the Town will have to continue to lobby in an effort to have the road repaired beyond Spoor Development.

Councilwoman Chmielewski stated that she believed that it was a very good informative meeting and they seemed like they wanted to move forward with the project and she believed that letters would be sent to those residents that live along the section of the repairs.

Supervisor Hotaling interjected that at the appropriate time it will be announced that in September, at Town Hall, there will be an informational meeting and DOT will lay out the scope of the plan and at some point there will be Public Hearings due to the drastic land alterations.

Councilman Conrad stated that it was also discussed that there may be a possible integration of the water and possibly sewer lines to go up Martin's Hill in addition to an issue of storm water management. He added that there are several things that have to be addressed before the project can be drawn up to specifications and they plan on putting the project out to bid in August 2007. He concluded by saying that this is one of the top

ten projects that DOT will be doing and the number of accidents that have occurred at the top of Martin's Hill and at the s-turns is a motivator for the project to be done.

A member of the audience asked to be heard at this time.

Supervisor Hotaling asked if it was pertaining to the topic that was just discussed.

Mr. Julio Gonzales stated that it was pertaining to something that had previously been discussed.

Supervisor Hotaling asked for the Town Boards indulgence in allowing Mr. Gonzalez to speak.

Mr. Gonzales stated that he is a resident of the Town and continued by saying that there is a lack of recreation such as a Boys and Girls Club or YMCA in the Town and a lot of the youth are turning to drugs and going in cars and getting into accidents.

Supervisor Hotaling stated that he does not believe that the absence of a YMCA equates to being the only factor that would require someone to use drugs, get in a car accident or commit vandalism and they were not suggesting that it is all children in the HUD Program. He added that what they were trying to get across during the Public Hearing and in hearing public comments, is that there are some concerns relative to the HUD Program and then inquired as to if Mr. Gonzalez had only heard the end of the Public Hearing.

Mr. Gonzalez stated that the people of Oakbrook have been criticized and reiterated that there is nothing for the youth to do and added that they need role models and someone to follow.

Supervisor Hotaling stated that there are a lot of ways to achieve role models, whether it is in your own family, in police uniforms, teachers or elsewhere.

Mr. Gonzalez stated that it sounded like they were saying that half of the Town was drug addicts and added that the Town Board has to do something positive for the people.

Supervisor Hotaling thanked Mr. Gonzalez for his comments and moved to the next agenda item.

Reduction of Speed Limit on Lindskoog Road

Supervisor Hotaling stated that on August 15, 2005, Highway Superintendent requested that the Town Board start the process to reduce the speed limit on Lindskoog Road. He then asked Highway Superintendent Deering to speak about the issue.

Highway Superintendent Deering stated that a resident came to him asking about it and currently it is 55 mph. He added that he did not find that there had been any requests in the past and he told the resident he would look into it.

Supervisor Hotaling stated that by Highway Superintendent Deering's assessment he suggested that a more appropriate speed would be 35 mph. He then asked the Town Board what direction this should take as far as the next step and added that the process is that the Town Board petitions Albany County DOT and in turn they do a traffic study which is attached to the Town Board's request and the forwards it to the State of New York to make a determination. He concluded by saying that it is a timely process but he did not know how long it would take.

Councilman Conrad interjected that they are currently in the same process for Old Ravena Road.

Chief Giroux added that Old Ravena Road has been done several times and about 3-4 years ago the Town went directly to the State with the study and it takes approximately 3 months.

Councilwoman Chmielewski inquired as to if it would go to the County or State first and she believed that it would be the State first and in turn they would request that DOT do a study.

Councilman Conrad interjected that he believes that the process is that it goes from the Superintendent of Highways to the Town Board and then the Town Board makes a formal written presentation to the County and in turn the County does their survey and research, which is then submitted to the State for a determination.

Discussion ensued as to whether it should go to the State or County first, collectively it was decided that it appeared that it could go either way.

Supervisor Hotaling stated that during his discussion with the County Superintendent it was the County first and this is the way that they did it for Old Ravena Road and they would be following the same practice. He then asked for the Town Board's permission to initiate the process through the County to address the recommendation.

Councilman Conrad asked Superintendent Deering as to what speed limit was requested for Old Ravena Road.

Highway Superintendent Deering stated that it was 35mph.

Councilman Conrad asked Highway Superintendent Deering if he would like to see an overall trend of 35 mph for the Town and added that Lindskoog Road is over two miles of road and it is mostly straight. He continued by saying that he believes that it would be tough to get it reduced to 35 mph. He then asked if all of the residents on the road are in favor of this change.

Highway Superintendent Deering stated that he had only spoken with one resident.

Councilman Stanton interjected that he has had phone calls from three residents.

Councilwoman Chmielewski added that she had one phone call but she believes that is the same one that approached Highway Superintendent Deering and added that there are problems with some older kids speeding on the road.

Councilman Stanton stated that he believes that in a year's time there won't be a problem.

Councilman Conrad interjected that this would be a permanent change.

Supervisor Hotaling asked if anyone had thought about raising the problem to Chief of Police Giroux.

Chief Giroux stated that there are two motivating factors for DOT to make a change and they are to evaluate the speed in the condition the road is now in order to determine what the average speed of 80% of the vehicles is and determine if it is a safe speed for the condition/character of the road. He added that the other factor is accident data and accident data is nonexistent on Lindskoog Road. He concluded by saying that there could be other factors such as public opinion.

Supervisor Hotaling stated that they had heard from several sources and then asked what the Town Board would like to do relative to Highway Superintendent Deering's request.

Discussion ensued amongst the Town Board and Police Giroux as to what they would like to do and whether it should be a reduction of the whole road or sections of the road.

Supervisor Hotaling stated that Highway Superintendent's letter requested a posted limit of 35mph for the entire road and there has been discussion about reducing parts of the road. He then asked the Town Board what they would like to do about the request.

Councilman Stanton suggested that the Supervisor write a letter to Mr. Franchini at the Department of Transportation and continued by making the following motion.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Chmielewski, authorizing Supervisor Hotaling to write a letter to Mr. Mike Franchini at the Albany County Department of Transportation requesting that Lindskoog Road be reviewed for a reduction of speed to 35mph for the entire road and if this is not possible an alternative to reduce the speed for a portion of the road.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Discussion of Sewer Bill

Supervisor Hotaling asked that Councilman Conrad give information about a request that they had received from a property owner regarding a first and second half billing for a piece of property on Martin's Hill.

Councilman Conrad stated that the parcel in question is located on Martin's Hill, which is within 100 feet of the Sewer District but it is not within 100 feet of the accessible lines. He added that it is a vacant lot, parcel #168.13-1-18 and the property owner has asked that the Town Board consider the fact that because the accessibility is not within 100 feet that they not bill for the parcel.

Supervisor Hotaling interjected that in order to hook into the lines it would require an acquisition of an easement to go across someone else's property to get to the sewer main and until this is done the Town Board's best course of action would be to withdraw the charge of \$45.00 for the first and second half billings. He then asked for a motion to do this.

MOTION

On motion of Councilman Conrad, seconded by Councilman Stanton, to rescind the charge of \$90.00 for the first and second half billing as well as future charges for sewer for parcel #168.13-1-18.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Councilman Stanton inquired about water going up Martin's Hill.

Councilman Conrad stated that they are talking about sewer and the parcel is well within the Sewer District but the access is not within 100 feet.

Supervisor Hotaling reiterated that there is no dwelling on the property and if it were developed an easement would have to be obtained from the adjoining property owner in order to hook into the sewer. He added that he would notify the property owner that the bills for the first and second half billings are rescinded.

Councilman Conrad interjected that in lieu of this decision they will have to amend the Total Warrant that the Town Clerk is authorized to collect.

Supervisor Hotaling stated that they would be resolving other pending issues as well and doing the amendment in September.

Approval of Application for Use of Facilities

Supervisor Hotaling stated that each Board Member had a copy of the Application for Use of Facilities that he had obtained and added that for several months they have struggled with the concept of the permitting of the parks and facilities in the Town. He continued by saying that there were different applications and a variety of rules for each park and he believes it would be beneficial to have one form for all of the facilities,

whether it be a park or building in addition to it including a request for the use of alcohol. He concluded by saying that they could take a look at it and table it for discussion at another time because it is not urgent at this time.

Chief of Police Giroux asked that he be given a copy so he can review the alcohol use portion of the permit.

Councilwoman Chmielewski added that she would like it postponed for discussion at a later date.

Supervisor Hotaling stated that he would have it on the agenda for a September meeting.

Town of Coeymans Banners

Supervisor Hotaling stated that the banners that were on display are a few of several banners that the Town has received by donation from a cooperative effort between the Kellogg Foundation and the Office of Historical Preservation. He added that Mr. John Bonafide, a resident of the Town, is interested in preserving the history of the Town and is an employee of the NYS Office of Parks and Historical Preservation in addition to Mr. Paul Lawler, who administers part of the Kellogg Foundation. He continued by saying that the donation is approximately \$7,000.00 worth of banners and hardware for placement in and around the Hamlet of Coeymans and there are several different ones that depict areas of the Town and he will be meeting with the staff of the Utility Work Force to plan the hanging of the banners. He concluded by thanking Mr. Bonafide, Mr. Lawler and those associated with the donation and added that because of things such as this in conjunction with the efforts to develop a Comprehensive Plan, the hope is to revitalize the area into a vibrant community.

Bids for Pick-Up Truck for Utility Work Force

Supervisor Hotaling stated that previously in the meeting that had not approved the Bid Opening Minutes for the pick-up truck for the Utility Work Force and then asked Town Clerk Millious to go over the results of the bids.

Town Clerk Millious stated that there were three bids.

Supervisor Hotaling interjected that the Town Board authorized the request for bids on a one-ton dump-truck for the Utility Work Force and it was planned for in the 2005 Budget. He continued by saying that bids were received from Marshall's, Crossroad's and Orange Motors and were based on specifications written by Rick Perrine and they had asked for prices for both gas and diesel. He added that Councilwoman Chmielewski had met with Rick Perrine and asked for her to detail the discussion.

Councilwoman Chmielewski stated that she had gone over the bids with Rick Perrine and he had stated that he did not have a preference as far as gas and diesel. She added that Crossroad's was the lowest bid for gas and diesel and the total bid for gas was \$24,910.00 and \$29,023.00 for diesel in addition to other options being added such as air conditioning for \$706.00 and dual drop sides for \$517.00.

Supervisor Hotaling continued by reading the specifications.

Discussion ensued regarding the bids with the added options and it was collectively decided that Crossroads was the low bidder.

Councilman Chmielewski asked if the Town Board had a preference between the gas and the diesel.

Councilman Stanton stated that he would like to see them purchase a diesel because it is more efficient and it will last longer with fewer problems.

Supervisor Hotaling interjected that diesel fuel is now higher in price than the gas.

Councilman Conrad stated that diesel fuel has gone up over 60% compared to 25% for gas.

Supervisor Hotaling added that the maintenance fees for diesel would be much higher than a gas engine.

Councilman Conrad stated that diesel has to be plugged in during the winter and the price per gallon for gas is less than diesel and you would have to do a lot of mileage for diesel to pay for itself.

Collectively it was decided that it should be gas.

Supervisor Hotaling asked for a motion to award the bid to Crossroads, the low bidder.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Chmielewski authorizing Supervisor Hotaling to sign the necessary paperwork in order for them to proceed with the purchase of the 2006 one-ton dump-truck with air conditioning and drop down sides for the Utility Labor Force.

VOTE – AYES 5 – NAYS 0 – SO MOVED

RESOLUTIONS

RES. #89-05 ADOPTION OF AGENCY PLAN FOR 2005 AND FIVE-YEAR PLAN FOR 2005-2009 SECTION 8 HOUSING CHOICE VOUCHER PROGRAM

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, the following resolution was APPROVED – VOTE – AYES 5 – NAYS 0 – SO MOVED

WHEREAS, the Town of Coeymans operates a Section 8 Housing Choice Voucher Program funded by the U.S. Department of Housing 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 Annual and Five-Year Plan that establishes 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

WHEREAS, the Town Board of the Town of Coeymans has caused a written Annual Plan for 2005 and a Five-Year Plan for 2005-2009 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,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans hereby adopts the Annual Plan for 2005 and the Five-Year Plan for 2005-2009 for operation of the Town of Coeymans Section 8 Housing Choice Voucher Program.

Councilman Conrad stated that he holds strongly to his feelings about this and he does not have a problem approving it as long as it stays within preference being given for seniors and/or disabled.

Supervisor Hotaling added that Mr. Mastrianni had stated that the Annual Plan and Five-Year Plan have to be adjusted in order to reflect the preferences that the Town Board has directed him to employ and these are the standards that the Town Board will maintain. He continued by saying that he believes that Mr. Mastrianni has a clear understanding about this and they will try to make it the best that it can be with preference given to the elderly and/or disabled.

Discussion ensued regarding the percent of elderly and/or disabled in the Town and why the Town has to adopt a Five-Year Plan in addition to an Annual Plan.

Supervisor Hotaling added that the Town Board will have to remain committed to making sure that Mr. Mastrianni and his staff are focused on the preferences that the Town Board has established.

Councilman Conrad interjected that Mr. Mastrianni had attended a prior Workshop Meeting in order to try to resolve some of the issues that the Town Board had raised in addition to the public having the same concerns, most which stem around the inspection of the dwellings. He added that Mr. Mastrianni will be making an attempt to inspect all of

the parcels in addition to talking about downsizing the program and collectively they agreed that they need to take care of the elderly and/or disabled in the Town. He concluded by saying that when the program was initiated in 1978 it had a very different concept and the porting in and out from New York City and other state was not the intent and it is not his intent as Councilman to continue the program as it exists, however he is supportive of the seniors and disabled and to that extent he will support the program and added that he hopes that Mr. Mastrianni lives up to his words.

RES. #90-05 RE-APPOINT PLANNING BOARD MEMBER

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

WHEREAS, the position of Planning Board chairman was vacated earlier this year by the resignation of Peter Foronda, and

WHEREAS, the act of his resignation was deemed necessary for Mr. Foronda to coordinate his status in the New York State Retirement System, and

WHEREAS, the retirement issue has been resolved and Mr. Foronda is desirous of resuming his Planning Board service,

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Peter Foronda as a member of the Planning Board. This appointment is effective immediately for the remainder of a seven-year term and will expire on December 31, 2006.

RES. #91-05 APPOINT PLANNING BOARD CHAIRMAN

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

WHEREAS, the Town Board is desirous of filling the vacancy of Chairman of the Planning Board,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans hereby appoints Peter Foronda to the position of Chairman of the Planning Board. This appointment is effective immediately and will expire December 31, 2005.

Supervisor Hotaling thanked Ms. Cynthia Kunz, Vice-Chairman for stepping into the position of Chairman in Mr. Foronda's absence and added that they welcome Mr. Foronda's return.

RES. #92-05 APPOINT PART-TIME BUILDING INSPECTOR

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

WHEREAS, the Town Board is desirous to provide additional coverage to the Building Department, and

WHEREAS, the Town Board has received approval from Albany County Department of Civil Service relative to the qualifications of the selected person.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans hereby approves the hiring of John G. Cashin for the position of part-time Building Inspector at a rate of 14.996 per hour. This appointment takes effect immediately.

Supervisor Hotaling stated that this will fill in some of the gaps experienced because of Mr. Downe’s departure during this busy building and inspection season. He added that Mr. Cashin is a certified Code Enforcement Officer and Building Inspector

RES. #93-05 APPROVE AUGUST 2005 ABSTRACT

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

BE IT RESOLVED, that the Town Board, of the Town of Coeymans, does hereby approve and allow the following claims of vouchers for the August 2005, Abstract.

ABSTRACT	VOUCHER #	AMOUNT
GENERAL (A)		
General Pre-Pay	1194-1210,1377	\$118,886.07
General	1251-1304	\$ 18,359.49
	General Total	\$137,245.56
PART-TOWN (B)		
Part-Town Pre-Pay	1211-1222	\$ 14,562.35
Part-Town	1305-1310	\$ 595.92
	Part Town Total	\$ 15,158.27
HIGHWAY (D)		
Highway Pre-Pay	1223-1231	\$ 15,506.73
Highway	1311-1355	\$ 28,042.49
	Highway Total	\$ 43,549.22
SEWER (SS)		
Pre-Pay Sewer	1232-1243	\$ 17,883.93
Sewer	1356-1372	\$ 18,830.59

	Sewer Total	\$ 36,714.52
GROVE CEM. (TE)		
Pre-Pay Grove Cemetery	1244-1245	\$ 183.00
Grove	1373-1376	\$ 2081.40
	Grove Total	\$ 2264.40
	TOTAL FOR ALL FUNDS	\$234,931.97
TRUST & AGENCY (TA)		
Trust & Agency Pre-Pay	1246-1250	\$137,198.45
	Trust & Agcy. Total	\$137,198.45

Supervisor Hotaling stated that he would read the next resolution and explained that there has been discussion since 2001 that there is a need to upgrade the Waste Water Treatment Plant and the original bonding resolution was in 2002. He added that the bonding resolution established a cap for the project of \$800,000 and \$100,00 has been drawn from this for a minor upgrade which leaves a balance of \$700,000 and last year when they put the proposed additional upgrades out to bid it came in at 1.2 million dollar which was above the \$800,000 and in turn the project has been modified and the most recent bid came in for \$850,000. He continued by saying that they need to raise the ceiling for the project from \$800,000 so that the project can be paid for and added that the Town will be submitting bills to the State of New York for reimbursement up to \$582,000.00, which is 85% of the original anticipated \$690,000 cost. He concluded by saying that this resolution will modify the authority of the Town Board's borrowing limit from \$800,000 to 1.325 million so that the project can be paid for and it does not mean that they will have to borrow that much money because it is a high estimate and approval for that much will prevent the Town Board from having to go through the process again.

RES. #94-05 AUTHORIZE SUPPLEMENTAL BOND

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

SUPPLEMENTAL BOND RESOLUTION

A RESOLUTION AMENDING CERTAIN TERMS OF A BOND RESOLUTION DATED SEPTEMBER 9, 2002 RELATING TO THE IMPROVEMENTS TO THE TOWN OF COEYMANS WASTE WATER PLANT

WHEREAS, on September 9, 2002 the Town Board of the Town of Coeymans adopted a Bond Resolution entitled:

A RESOLUTION AUTHORIZING IMPROVEMENTS TO THE TOWN WASTEWATER TREATMENT PLANT, AUTHORIZING THE ISSURANCE OF SERIAL BONDS IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$800,000 OF THE TOWN OF COEYMANS, ALBANY COUNTY, NEW YORK, PURSUANT TO THE LOCAL FINANCE LAW TO FINANCE SAID PURPOSE AND DELEGATING THE POWER TO ISSUE BOND ANTICIPATION NOTES IN ANTICIPATION OF THE SALE OF SUCH BONDS TO THE TOWN SUPERVISOR; and

WHEREAS, on the date the Town Board adopted the Bond Resolution the maximum estimated cost of the undertaking of the Project was estimated to equal an amount not to exceed \$800,000; and

WHEREAS, since the date of the Bond Resolution, the Town Board has received additional information and revised cost estimates which indicate that the maximum estimated cost of the Project will be an amount not to exceed \$1,325,000; and

WHEREAS, Section 32.00 of the New York Local Finance Law requires, among other things, that any bond resolution adopted by the Finance Board of a municipality contain a statement of the maximum estimated cost of the object or purpose for which obligations are being authorized and the maximum amount of the bonds authorized to be issued for such purpose; and

WHEREAS, the Town Board desires to amend the Bond Resolution for the purpose of (A) increasing the maximum estimated cost of the Project, and (B) increasing the maximum amount of obligations that may be issued by the Town to finance the cost of the Project;

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of the Town of Coeymans, New York as follows:

SECTION 1. The Bond Resolution is hereby amended as follows: (a) to increase the maximum estimated cost of financing the improvements to the Town Wastewater Treatment Plant, as more particularly described in the Bond Resolution, from \$800,000 to \$1,325,000, (b) to appropriate said amount for such purpose, and (c) to increase the maximum amount of bonds (and bond anticipation notes in anticipation of the issuance of such bonds) authorized to be issued for such purpose from \$800,000 to \$1,325,000 any grant monies to be received by the Town will be applied to reduce the amount of obligations issued by the Town.

SECTION 2. The Bond Resolution adopted by the Town Board on September 9, 2002, as amended by this Supplemental Bond Resolution, shall otherwise remain in full force and effect in accordance with its terms, and is hereby ratified and confirmed.

SECTION 3. The validity of said serial bonds or of any bond anticipation notes issued in anticipation of the sale of said bonds may be contested only if:

(1) (a) Such obligations are authorized for an object or purpose for which said Town is not authorized to expend money, or

(b) The provisions of law which should be complied with the date of publication of this resolution are not substantially complied with and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication; or

(2) Said obligations are authorized in violation of the provisions of the Constitution of New York.

SECTION 4. The Town Clerk is hereby authorized and directed to publish this resolution, together with a notice in substantially the form proved by Section 81.00 of said Local Finance Law, in a newspaper having a general circulation in said Town and hereby designated as the official newspaper of said Town for such publication.

SECTION 5. This resolution will take effect immediately and is not subject to permissive referendum pursuant to Section 35.00b.(2) of the Local Finance Law.

Supervisor Hotaling stated that there is a Certificate of Recording Officer attached that needs to be completed by Town Clerk Millious in addition to a Public Notice needing to be promulgated and it will be in the Town Clerk's Office for inspection for anyone interested.

CORRESPONDENCE

Time Warner Cable – Franchise Fee Payment

Supervisor Hotaling stated that the Town has received a franchise fee payment from Time Warner Cable in the amount of \$50.74 for April through June 2005. He added that by law Time Warner and Central Hudson can reduce their property tax liability by the amount that is paid in franchise fees and this will have a significant impact on the Town's revenue.

Ms. Swinyer inquired as to what Time Warner is doing for the Town.

Supervisor Hotaling advised that Time Warner supplies a small portion of the Town with cable service, which includes the 396 area, Blodgett Hill and Rte. 144. He added that State Telephone is about to embark a cable television service, which he hopes will be to the benefit of the consumers.

Central Hudson – Request for Rate Increase in Natural Gas and Electric Delivery

Supervisor Hotaling stated that he had received a letter from Central Hudson Gas & Electric Corporation advising that they propose increasing their natural gas and electric delivery rate and have filed the new rates with the New York State Public Commission.

Cornell Cooperative Extension – Work Experience Program

Supervisor Hotaling stated that he received a fax from the Cornell Cooperative Extension regarding a Work Fair Program that was discussed in a prior Workshop and continued by saying that it is an opportunity for those receiving public assistance to provide some services to municipalities and organizations. He added that it is a Program designed for those people to work and give back to those benefits that they are receiving in the Social Service Program. He continued by saying that when it was explored in early 2004, they found that there is an abundance of candidates but in doing so they would become the responsibility of the Town of Coeymans for insurance purposes and Worker’s Compensation, which was a cost that they were unwilling or unable to bear. He added that the program now exists without the requirements and there are individuals available that have a range of expertise from general labor to a specific trade and the essence of their help is to have them acquire work experience, which this program will provide. He concluded by saying that the Town is interested in the program and the correspondence briefly outlines the program and they are going to explore it more and have further discussions.

NYS DEC – Maintenance Dredging Permit

Supervisor Hotaling stated that he received a copy of a permit from DEC for maintenance dredging for the Ravena Coeymans Yacht Club, which has been done in the past and it includes parameters by which they have to comply in removing sediment from around the docks. He added that a copy of the permit is on file at the Town Clerk’s Office for anyone wishing to inspect it.

TOWN BOARD WORKSHOPS/MEETINGS

- • Town Board Workshop – August 23, 2005, 6pm
- • Town Board Meeting – September 12, 2005, 7pm
- • Town Board Workshop – September 20, 2005, 6pm
- • Town Board Meeting – September 26, 2005, 7pm

ADDITIONAL COMMENTS

Supervisor Hotaling stated that he had applied for a permit to allow the Town to fill in the low area that is prone to flooding at Coeymans Landing and a DEC Marine Biologist is coming to examine the area and hopefully the Town will be getting the permit.

Supervisor Hotaling asked if anyone else had any additional comments.

Councilwoman Rogers stated that she wanted to remind everyone about the meeting for the development of a Comprehensive Plan on August 23rd at 7:00pm.

Supervisor Hotaling stated that he sent out approximately 40 letters to various organizations and individuals encouraging their attendance and hopefully every chair in Town Hall will be filled. He added that it is a Visioning Workshop geared toward where residents would like the community to be in 5-10 years and added that public participation is the key.

Councilman Conrad stated that on numerous occasions they have discussed the Leash Law and the current Pooper Scooper Law, which were written under Section 60 of the Town Code. He added that he would like discussion about this to take place at the September 20th Workshop Meeting at 6:00pm because the Pooper Scooper Law applies to the entire Town, which is Article 2 but the Leash Law that is Article 1 only focuses on the Hamlet of Coeymans. He concluded by saying that there has been plenty of input over the past two years and people would like to see the Leash Law changed to encompass the entire Town in addition to discussion about who would enforce the law.

Supervisor Hotaling interjected that Chief of Police Giroux should attend the Workshop because of the enforcement part of the law.

Councilman Conrad continued by stating that Section A171-11, which deals with the duties of the Chief of Police needs to be repealed as per the Chief's previous request because there are a lot of duties listed that he does not do and this could be done at the same time.

Town Attorney Rotello stated that as far as the Leash Law they can do a Local Law to amend Section 1.

Councilman Conrad suggested that they repeal the whole law and rewrite it because it gets confusing with amendments, which is what happened with the scope of Article 2. He added that in reading the law you would not know that the Pooper Scooper Law is for the entire Town and it wasn't until Town Clerk Millious found it in the Local Law filing that it became clear because the scope was missed entirely when General Code put it into the law.

Chief Giroux interjected that the original resolution was correct and it said the entire Town of Coeymans.

Councilman Conrad reiterated that the Code Book does not indicate that.

Town Attorney Rotello asked if the Code Book was corrected.

Councilman Conrad stated that Article II was.

Audio and video not available for the remainder of the conversation.

Supervisor Hotaling asked if there were any additional comments.

Councilman Stanton stated that there are only a couple more weeks of Evenings on the Green at Coeymans Landing and continued by reminding everyone that the Friendship Festival is August 27, 2005.

Hearing no additional comments Supervisor Hotaling asked for a motion to adjourn the meeting.

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the meeting.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Rogers, the Town Board Meeting was adjourned.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Time: 9:19pm

Respectfully Submitted,

SO MOVED:

Diane L. Millious, Town Clerk

A Public Hearing was held Monday, August 22, 2005, 6:30pm at Town Hall, 18 Russell Avenue, Ravena, New York.

PRESENT: Ronald K. Hotaling, Supervisor
Dawn Rogers, Councilwoman
Nita Chmielewski, Councilwoman
Laverne Conrad, Councilman

ABSENT: Frank Stanton

ALSO PRESENT: Diane L. Millious, Town Clerk
Joseph E. Mastrianni, Administrator – Section 8 Housing
Choice
Voucher Program

Supervisor Hotaling opened the Public Hearing and led the Pledge of Allegiance.

The following Notice appeared in the Ravena News Herald and was posted in various locations around town.

**NOTICE
TOWN OF COEYMANS PUBLIC HEARING
ANNUAL PLAN FOR 2005
FIVE-YEAR PLAN FOR 2005-2009
SECTION 8 RENTAL ASSISTANCE PLAN**

The Town Board of the Town of Coeymans will hold a Public Hearing on the 22nd day of August, 2005 at 6:30pm at Town Hall, 18 Russell Avenue, Ravena, NY 12143, for the purpose of receiving comments from the public on the Town's proposed Agency Plan for 2005 and Five-Year Plan for 2005-2009 for the Section 8 Housing Choice Voucher Program.

Copies of the Agency Plan and all supporting documents are available for review by the public at either of the following locations:

Town of Coeymans, Town Clerk	Joseph E. Mastrianni, Inc.
18 Russell Avenue	242 Union Street
Ravena, NY 12143	Schenectady, NY 12230
(518) 756-2100	(518) 372-4739 Ext. 26

OPENING COMMENTS

Supervisor Hotaling stated that the purpose of the Public Hearing was to hear comments on the Agency Plan for the 2005 and Five-Year Plan for 2005-2009 for the Section 8 Housing Choice Voucher Program. He continued by asking Town Clerk Millious to provide a sign-in sheet for those wishing to be heard and then introduced Mr. Joseph E. Mastrianni who is the administrator for the Section 8 HUD Program. He concluded by saying that Mr. Mastrianni would give some opening remarks and after that it will be opened up to public comment; he then invited Mr. Mastrianni to address his comments to the public.

SECTION 8 COMMENTS – JOSEPH E. MASTRIANNI

Mr. Mastrianni thanked the Town Board for holding the Public Hearing and then stated that everything is pretty much the same but there would be changes in the plan, which would include preference given to the elderly and/or disabled. He added that prior preferences were given to the elderly, disabled, and singles over other singles and now preference from the waiting list will be given to the elderly and/or disabled, which will reorganize the waiting list and move all of the elderly and/or disabled to the top.

Supervisor Hotaling stated that the Town Board had made the decision to give preference to the elderly and/or disabled based upon some concerns that they had and Mr. Mastrianni has developed a study-plan for the Program and the Town Board is currently reviewing it to determine if any other changes are necessary.

Mr. Mastrianni stated that they are inspecting all of the Section 8 dwellings and Supervisor Hotaling along with Mayor Bruno has accompanied him. He continued by stating that the Program was started in 1978 and each year the Federal Government supplies \$425,000.00 to run the Program and there are no Town funds involved. He added that it is a Program intended to help low income, elderly and disabled pay their rent in privately owned existing apartments and houses. He continued by saying that previously they had helped 71 families in the Housing Voucher Program and they can also help 10 families in the Main Stream Program, which is only for disabled people in addition to having a Family Self-Sufficiency Program where they work with families to help get them off welfare and off Section 8 and they can help 25 families in that program. He added that these families need to be invested in and they need help obtaining full-time employment so that they can get out of Section 8. He continued by saying that there is also a Home Ownership Program where instead of using their subsidy to pay rent, if they can get a mortgage, they can help pay their mortgage and if they do this for a couple of years they are over income, which results in them being homeowners and taxpayers and they are working with 14 families in

that program. He added that there is currently a waiting list of 66 families and 56 of those are from the Town of Coeymans or are working in the Town of Coeymans and 38% are elderly and/or disabled and they are currently helping 69 families out of 81 that they are approved for because there is a moratorium on adding anymore until they finish their study in addition to there being budget constraints. He continued by saying that 71% of the families that they are helping now have either an elderly or disabled person and as they continue to add families that percent will go up.

Supervisor Hotaling stated that from his perspective, when he talks about elderly and/or disabled, his thought process was that the primary applicant was not elderly and/or disabled but included a family member that was and it could include even learning disabilities as opposed to physical disabilities.

Mr. Mastrianni stated that the only disabilities that they would have are the ones that are covered under Social Security Disability or SSI Disability.

Supervisor Hotaling stated that his premise was that the applicant would be either elderly or disabled.

Mr. Mastrianni stated that they could discuss doing it that way but it is a tough situation with a single mom and disabled child or a couple with an elderly parent that lives with them. He continued by saying that during the past twelve months 103 homes passed and 77 failed, and failing could mean that your smoke detector does not have a battery in it or if a burner on a stove does not work or there could be three steps without a handrail. He added that it does not mean that there is a lot of bad housing and added that basically the housing is sound. He continued by saying that lead base paint inspections are very important because of children and the danger of them eating it in addition to the exposure of the Town if it is allowed to happen and there are 3 EPA certified Lead Base Paint Inspectors who inspect homes that were built in 1978 or earlier with a child 6 years old or younger and if there is peeling paint the landlord is told that it has to be corrected and he is given a manual on how to do it and when it is done they inspect again to make sure that it has been taken care of and if it has not been taken care of no one will be placed there. He continued by saying that a family in a Social Services Program with no elderly or disabled members stay in the program for an average of 5 years, a family with an elderly member stays 9.2 years, a family with a disabled person stays 4.7 years and a family that has both a disabled and elderly family member stays 8.3 years and elderly stay in the Program longer because they have no place to go. He added that they can help 25 families in the Family Self Sufficiency Program and they are currently helping 24 of which 7 are either elderly or disabled and if the disabled can work they can get themselves off the program. He continued by saying that there are 16 families with escrow accounts and this means that they are in the Self-Sufficiency Program because usually they are unemployed and once they get them a job their income goes up so their rent goes up and in turn whatever that increase is,

they will match that amount and put it in a savings account for them and it accumulates as long as they are working and meeting the goals of the program and the money can be used for car repair if need be in order to keep the individual working and added that they will meet with people at night so they don't have to take time from work. He added that each month they receive \$29,705.00 from the Federal Government so they can pay housing subsidies and they had to reduce the program from 77 units to 69 because there were several months that they were spending more than they were getting, which was resulting in a deficit situation and they have to end up with a surplus. He concluded by saying that he was done with presentation and asked if anyone had any questions or comments.

Supervisor Hotaling thanked Mr. Mastrianni and then stated that a Public Hearing is an opportunity to comment and usually questions is not a part of it but due to the fact that it is a heavily attended Public Hearing, comments or questions will be allowed. He added that those wishing to speak should put their name and address on a sign-in sheet for recording in the minutes.

PUBLIC COMMENT

Ms. Ann Marie Verderber asked what the success rate for employment is for those in the program and if it is full-time work.

Mr. Mastrianni stated that in the Town of Coeymans it is 66% of the people participating in the Family Self-Sufficiency Program and added that it might not be full-time work but that is the goal because in order for them to get a balance in their escrow account they have to be the equivalent of full-time work. He added that they are looking for careers for them and a lot of the go to school so that they can get a job with benefits.

Ms. Verderber asked what category disabled covers.

Mr. Mastrianni stated that it covers two categories, Social Security Disability and SSI Disability, which are both determined by the Federal Government. He added that there is one other way, which can be done based on a doctor's evaluation.

Ms. Verderber inquired as to if it included addicts.

Mr. Mastrianni stated that it would only be if they were on SSI or SSD.

Ms. Donna Pasquini inquired as to how often inspections are done on the property and then asked about the frequency of someone that has been approved from year to year or moves to another approved residence.

Mr. Mastrianni stated that inspections are done at least once a year and approximately 8 weeks a year are devoted to inspections in the Town of Coeymans and there were close to 200 inspections.

Ms. Pasquini asked if they do the inspections on their own or because someone has requested it.

Mr. Mastrianni stated that it can be done either way and currently they are doing special inspections at the request of the Town Board and this is done after appropriate notice to the tenant.

Ms. Pasquini asked if the property surrounding the home is inspected as well. Mr. Mastrianni stated that it depends on what they are looking for and things such as unregistered vehicles, furniture left outside, debris, and unkempt lawns is part of the inspection and they have asked landlords to clean up yards.

Ms. Pasquini asked if they notify them of the inspection.

Mr. Mastrianni stated that a letter is sent and there is prior notice.

Ms. Pasquini stated that she has observed landlords cleaning up for the inspection but once it is done it goes back to being the same unkempt property.

Mr. Mastrianni advised that she could call them whenever that happens and they will do a drive-by within usually 1-2 days.

Ms. Robin Wickham inquired as to what happens to the tenant when the landlord does not want to fix the house or the property.

Mr. Mastrianni stated that the landlord gets a letter stating that by a certain date the problem has to be taken care or he will not receive the subsidy for the month and if it continues the tenant is advised that they have to find another place to live. He added that there is another instance where the tenant is the cause of the damage and when this happens they go in and advise them that they along with the landlord have to work it out and if it is not done their assistance will be terminated.

Ms. Wickham asked if those applying for Section 8 are screened in any way such as their background for a criminal record.

Mr. Mastrianni stated that they have what is called Tenant Check and there are 2,000 Housing Agencies that subscribe to it and any Housing Agency that has a bad experience with a tenant and have to terminate their assistance, the tenant's name and social security number is added to the list and before they put any tenants in the Program they check it. He added that they have had good cooperation with the Police Department and in the future when they start adding

families they will probably check with them to see if there are any police reports that would cause them not to offer assistance.

Ms. Pasquini inquired as to if someone is evicted from their property for not paying rent if they lose their assistance.

Mr. Mastrianni stated that they do lose their assistance for a year and are not re-eligible until they repay.

Ms. Pasquini inquired as to if homes of those in the program are still inspected after they are purchased.

Mr. Mastrianni stated that they do not.

Ms. Pasquini stated that this is the problem.

Mr. Mastrianni stated that he agrees but this is how the regulation is written he added that he agrees that they should continue to inspect. He continued by saying that the Federal Government would then consider it the bank's problem. He added that they follow-up at least once a year with those in the Home Ownership Program and ask if they are making their mortgage payments and if their house is in good shape. He continued by saying that they might stop for a visit and make some suggestions if there is a need for something to be done and then advise as to how this could be achieved.

Ms. Pasquini asked if Section 8 was still subsidizing these homeowners.

Mr. Mastrianni stated that they were but the Federal Government says that once they buy the house there are no requirements for Housing Quality Inspections.

Ms. Kay Kilmer stated that she wanted to know if Section 8 participants in the Town of Coeymans are all Albany County residents.

Mr. Mastrianni stated that the people that they put in the Program are Town of Coeymans residents but that is not to say that someone from the City of Albany won't be put in the Town through portability, which means that they can take their assistance from one housing program to another. He added that this might be done so that the individual would be closer to their employment, closer to medical services or if an elderly individual wanted to move closer to their daughter or son. He continued by saying that it is unfavorable because there might be people coming into the community that you might not want for one reason or another but is statutory and the way that Congress passed it and under portability people can move in and people from the town of Coeymans can move out.

Ms. Kilmer inquired as to if people from New York City can move to the Town of Coeymans.

Mr. Mastrianni stated that any community that has a Program, which includes all of the United States, Puerto Rico and Guam, has a portability option, which is statutory.

Supervisor Hotaling interjected that there are currently approximately 6-7 families that have been ported out to other surrounding communities and less are ported in.

Ms. Kilmer asked how many families in Oakbrook Manor are in Section 8.

Mr. Mastrianni stated that he was not sure.

Councilman Conrad interjected that there are 35-40.

Mr. Mastrianni stated that they stopped putting people in Oakbrook in March because of the quality of housing and management concerns.

Ms. Kilmer added that absentee landlords are the problem.

Mr. Mastrianni stated that was true but with Section 8 there is an inspection at least once a year, which includes checking smoke detectors.

Ms. Kilmer interjected that they need to check more than the smoke detectors.

Supervisor Hotaling asked if there were any other questions or comments.

Ms. Robin Wickham stated that she use to manage Oakbrook Manor and she had made several phone calls to his Agency as to issues that the absentee landlord would not address and she had personally purchased items out of her own pocket because the owner would not buy whatever was needed. She added that it is the owner's responsibility for the upkeep and to have funds available to purchase items that are needed and she personally had to buy a stove and refrigerator because she went three weeks without them. She concluded by saying that the management has been blamed for the problems and she did everything that she could possibly do.

Mr. Mastrianni stated that he was not personally singling her out and the owner is really the manager and that is who should be making sure that things are getting done.

Ms. Wickham stated that the paper said that it was a management problem when in fact it is an ownership problem because management has no control over money and management cannot make the owner purchase anything for repairs such as the roof.

Mr. Mastrianni stated that there were not a lot of problems before the new management at Oakbrook and with the new ownership there have been many problems that they have addressed with the management and ownership. He added that their solution to the problem is to not put people in there in addition to encouraging those that reside there to take their vouchers and move out because they are dissatisfied with the apartments. He concluded by saying that he does believe that the problems are because of the ownership.

Ms. Wickham stated that she was fired because she did not like the way that the apartments were looking and how the tenants were living and she contacted the Building Department and Health Department trying to get help for the tenants. She added that her father is elderly and disabled and has been on the waiting list for Section 8 for 2 ½ years and then there are those that are in jail constantly and in court that are in the Program. She concluded by saying that there are many in need of the Program that cannot get into the Program.

Mr. Mastrianni stated that they have been in touch with the Court because they have been following some people that do have problems that and this could cause them to terminate their assistance and police reports of all of the tenants have been looked at and according to the reports two tenants should not have been in the Program and have been taken out and there are two others that are pending because their court cases keep getting adjourned. He added that they have to follow due process and if it turns out that it is something they can terminate their assistance for they will and those that they can terminate based on regulations have either been terminated or they are in the process of terminating them because they do not want bad tenants, which in turn gives the Program a bad name. He concluded by saying that they want good tenants, good housing and good landlords.

Ms. Wickham asked if they can do background checks because when she was the manager she did them.

Mr. Mastrianni stated that the Police Department has been very cooperative and this is their first line of action in making sure that those with reports that should not be in the Program are denied assistance.

Supervisor Hotaling asked if there were any further comments.

Ms. Verderber stated that she continually hears about Oakbrook Manor and knows that the police have been called there many times. She then asked when someone comes into the Program if there is a criminal record check because it was known that there was a murderer living in Oakbrook Manor.

Mr. Mastrianni stated that they have started to do this and he did not believe that the person she referenced was in the Section 8 Program.

Supervisor Hotaling stated that there are 35 families from Oakbrook that are in the Program but there are many other families that live there.

Ms. Verderber stated that she has spoken with the Police Department and she knows that the crime in the area has gone up but it has not been reported in the paper. She added that the Police Department has been cut and more families will be added to Section 8 and with that there will be more problems. She concluded by saying that she knows that not all of those in Oakbrook on Section 8 are trouble makers but there are more problems in that area.

Supervisor Hotaling asked if there were any further comments.

Mr. Lazlo Polyak stated that he lives in Ravena and he wanted to commend the HUD Program and added that they are very diligent with their clients and do a good job. He added that he has not been happy with the reporting of crime at Oakbrook and it seems to be spewing into other areas of the community. He continued by saying that the problem needs to be addressed by the Town Board because the situation has gotten worse and Oakbrook Manor has declined. He added by saying that he does not want people to think that HUD is a bad Program and added that it is one of the best Federal Programs that has been around for many years and it is tax dollars well spent. He concluded by saying that the Program makes sure that landlords provide good housing and more clients should be welcomed in the Program.

Supervisor Hotaling asked if there were any further comments, hearing none he then asked Mr. Mastrianni if he had any closing comments.

CLOSING COMMENTS

Mr. Mastrianni stated that it was an interesting Public Hearing and he listened to the comments and they will be coming up with some recommendations as part of the study to deal with some of the problems that are in the Program.

Supervisor Hotaling interjected that he believes that they are moving in a positive direction jointly and as Mr. Polyak had stated there are very good elements to the Program and the Town Board wants to emphasize those good elements and make sure that they have a process that they can assure that the Program consists of positive, goal oriented individuals who see it as a stepping stone to a better lifestyle. He added that they are required to have a Public Hearing once a year, however the Town Board will be receptive to comments throughout the year relative to the HUD Program and comments will be discussed with Mr. Mastrianni to look into some of the concerns that the community has. He concluded by saying that he would report back positive comments as well because all too often he hears only the negative things that go on in a community that he serves and added that he is looking forward to dialog with the community so that along with

the Town Board, Mr. Mastrianni can make HUD the best Program that it can be in the Town of Coeymans.

Supervisor Hotaling asked if there were any further comments, hearing none he closed the Public Hearing.

Time 7:20

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Bid Opening was held Thursday, August 18, 2005 at 2:00pm, at the Town of Coeymans Town Hall, 18 Russell Avenue, Ravena, New York.

PRESENT: Diane L. Millious, Town Clerk
Linda S. Libertucci, Deputy Town Clerk

The following Legal Notice appeared in the Ravena News Herald and was posted in Town Hall.

**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 2005 model year or newer; light –duty 1-ton dump truck with a minimum GVWR rating of 12,000 lbs. (basic)

The Town of Coeymans Beautification Department will receive bids on a new 2005 model-year or newer, light-duty 1-ton dump truck with a minimum GBWR rating of 12,000lbs. (basic)

The following specification describe a new 2005 model-year or newer, light-duty 1-ton dump truck.

Any deviations from these specifications shall be noted along with costs in writing. All equipment mentioned herein shall be completely installed and operational upon delivery to the customer.

All bidders must submit their bid specifications in the exact same format as the invitation to bid is written to clearly compare the bids. Any bids not meeting these requirements will be rejected.

Approximate delivery date must be specified and price guaranteed for a minimum of 30 days following the bid opening.

It is our intent to award the bid to the lowest bidder meeting the specifications. However, the right is reserved to reject any or all bids, or accept the bid deemed most advantageous to the Town, certified parts availability, service capability, dealer performance and cost all will be given serious consideration in awarding the bid.

This light-duty 4x 2 must be built by the original manufacturer, completely assembled; all components must be originally assembled at their factory assembly line, and be listed on the manufacturer's line set ticket. NO CONVERSIONS are acceptable of any kind; all parts must be fully warranted by the original manufacturer of the truck.

The successful bidder will assume the total responsibility for completion of the entire unit. Under no circumstances will subcontractors or subletting be allowed. All parts and service manuals will be supplied and cover the complete truck.

Brand names are used for quality standard. Bidder must provide the same quality or equal.

Sealed bids will be received at the Office of the Town Clerk, 18 Russell Avenue, Ravena, New York, until 2:00pm on the 18thst day of August 2005. Bids will be publicly opened and read aloud at 2:00pm on the 18th day of August 2005.

Non-Collusive bidding forms to be submitted with all bids.

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

At 2:00pm on Thursday, August, 18, 2005 in the town hall three bids were opened for the bid on the light duty dump truck. The results are as follows:

BIDDER # 1

Crossroads Ford Mercury	\$24,910.00 (Gas)	\$29,023.00 (Diesel)
P.O. Box 190		
Ravena, N.Y. 12143		

BIDDER # 2

Marshall's Auto Exchange	\$26,376.00 (Gas)
Route 9W	
Ravena, N.Y. 12143	

BIDDER # 3

**Orange Motors
799 Central Avenue
Albany, N.Y. 12206**

\$27,552.00 (Gas) \$31,495.00 (Diesel)

Respectfully Submitted,

APPROVED:

Diane L. Millious

Jett Industries	\$ 783,900	\$ 63,000	\$130,000	\$17,000	\$5,000
Standard Construction	\$1,032,000	\$127,000	\$ 90,000	\$20,000	\$7,000
Steve Miller (Late Arrival After Opening)	\$ 799,700	\$ 99,138	\$ 98,830	\$ 12,986	\$3,916

Respectfully Submitted

APPROVED:

Diane L. Millious, Town Clerk

**A Workshop Meeting was held Tuesday, August 16, 2005, at 6:00 PM at
Town Hall, 18 Russell Avenue, Ravena, New York**

PRESENT: Ronald K. Hotaling, Jr., Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ALSO PRESENT: Bill Bruno, Emergency Management Coordinator
Tom Dolan, C.H.O.I.C.E.S.
E. J. Seney, Chief of Operations, Ravena Rescue Squad
Bill Price, Ravena Rescue Squad

AGENDA ITEMS

- • Bill Bruno – National Incident Management System
- • E. J. Seney, Chief of Operations – Ravena Rescue Squad
Introductory Meeting
- • Tom Dolan, C.H.O.I.C.E.S. – Discussion of County Work
Program
- • Housing Choice Voucher Program Study Outline
- • Dual Role Employment
- • Discussion – Colvin Avenue Issue
- • Late Season Sidewalk Work

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the Workshop.

MOTION

On motion of Councilman Conrad, seconded by Councilman Stanton, the
Workshop Meeting was adjourned.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Time 7:00pm

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Town Board Meeting was held Monday, July 25, 2005, at 7:00pm at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling, Jr., Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ALSO PRESENT: Diane L. Millious, Town Clerk
Laura VanValkenburg, Assessor
Albert Deering, Highway Superintendent
Scott D. Giroux, Chief of Police
Joseph Rotello, Town Attorney

Supervisor opened the meeting and led the Pledge of Allegiance.

SUPERVISOR'S OPENING

Supervisor Hotaling stated that the record should reflect that there is a full Town Board in addition to Town Clerk Millious, Police Chief Giroux, Town Attorney Rotello and Assessor Laura VanValkenburg being present. He continued by giving an overview of the agenda.

OVERVIEW OF AGENDA

Supervisor Hotaling gave an overview of the agenda items for the meeting.

- Public Comment Period
- Approval of Minutes of Meetings
 - Town Board Meeting 06-14-05
 - Special Town Board Meeting 06-15-05
 - Town Board Workshop Meeting 06-21-05
 - Bid Opening – 07-01-05
 - Town Board Workshop Meeting – 07-19-05
- Department Report Review
 - Family Self Sufficiency Program – July 2005
 - Town Clerk Report – June 2005
 - Police Department Report – June 2005
- Old Business Update and Discussion

- Dave Vahue, LaFarge – Update on TDF Project
- New Business Topics for Discussion and/or Action
 - HUD –Section 8
 - RPS Program Licensing Fee – Assessor Office
 - Final State Equalization Rate for 2005 Assessment Roll
 - Reimbursement for 2002 Hazardous Material Collection
 - Albany County Sales Tax Distribution
- Resolutions
 - Appointment of Part-Time Clerk-Assessor Office (DeRose)
 - Amendment to Resolution re Hiring Rate for FFT Counselors
 - Approval of Abstract – July 2005
- Correspondence
 - Marvin & Company re: Audit of Town Clerk & Town Justice
 - Albany County Executive Mike Breslin re: Meeting to Discuss Albany

County

Economic Development Strategy

- LaFarge North America re: Tire Derived Fuel Informational & Public

Hearing

- Albany County Department of Public Works re: Speed Limit Old Ravena

Road

- David Martin re: Zoning Issue

- Town Board Workshops

- Town Board Workshop Meeting – August 16, 2005, 6:00pm
- Public Hearing – HUD Section 8 – August 22, 2005, 6:30pm
- Town Board Meeting – August 22, 2005, 7:00pm
- Special Town Board Workshop Meeting – August 23, 2005, 6:00pm

SUPERVISOR'S COMMENTS

Supervisor Hotaling stated that he wanted to take the opportunity to comment on an article in the News Herald and continued by saying that there was an article about the lack of recreation programs in the Town of Coeymans, specific to a Basketball Program that was run for several years by Mr. Stott, a basketball coach and teacher. He continued by saying that when he took office in 2004, Mr. Stott had come to them in the Spring of 2004 and asked for a continuation of the program and it was primarily a team made up of R-C-S Basketball Team members and those aspiring to be members and the Town of Coeymans sponsored and paid for score keepers, time keepers and a Commissioner of the league. He added that the Town Board had agreed to continue to pay for it in 2004 and explained that they would examine it in order to see if the Town would continue to fund it and upon examination they determined that it was a program that was bringing in residents from other schools to compete against R-C-S players, and it was not a program that they could continue to fund with taxpayer dollars because it was not all Town of Coeymans residents and added that it is

unfortunate that the funding could not have been obtained elsewhere such as by the School District. He continued by saying that Mr. Stott did conduct an hour-long walk-in program for a variety of ages, and the interest was not as high as they anticipated in addition to not a lot of interest in other sports such as softball and volley ball and a stumbling block to a continuation of those programs was that they must fall under the day-camp regulations and as a result would require significant expenditures that the budget could not support. He concluded by saying that for those who think there are no programs within the Town, he would offer up the Food for Thought Program, which is a five-week program that services approximately 150 children ranging in age from 5-11 and it is held at P.B. Elementary and is no cost to the taxpayers and added that it is an aggressive program for a Town the size of Coeymans.

PUBLIC COMMENT PERIOD

Supervisor Hotaling invited the public to comment on any item either on or not on the agenda.

Mr. John Allen stated that he lives at 37 Westerlo Street and he had previously approached the Town Supervisor about a parking problem on Colvin Avenue and he is now asking that the Town Board consider the situation because there has been some damage to his property and now potential liabilities exist to either himself or the Town as 6 feet of his yard has been eroded away because of vehicles parking in his yard and there are two damaged trees that need to come down. He continued by saying that he would like for either the Town Board to absolve him from any liability issues if one of the trees comes down or to make the appropriate repairs and put in a curb and/or no parking signs so that there is limited liability on his homeowners and personal insurance policies and he is not responsible for the damage that he did not cause but rather by those people parking in his yard. He concluded by asking the Town Board for appropriate relief so that he is not liable for the damage that is likely to occur when the trees fall and he does not continue to suffer financial damage as a result of having to remove the damaged trees.

Supervisor Hotaling stated that he had spoken with Mr. Allen in early July and then again a week or so after that and there was also discussion with Chief Giroux as well and at the July 19th Workshop the photographs were reviewed and there was discussion and in turn

he requested a joint review from Chief Giroux and Highway Superintendent Deering relative to the problem.

Discussion ensued between Supervisor Hotaling, Councilman Conrad, Highway Superintendent Deering, Chief of Police Giroux and Town Attorney Rotello as to what options might be available.

Supervisor Hotaling thanked Mr. Allen for voicing his concern and then asked if there was any additional public comment.

Ms. Donna Pasquini added her concerns about the parking problems and other issues of concern on Colvin Avenue and the need for no parking signs. She asked that the Town Board take a serious look at the problems.

Supervisor Hotaling thanked Ms. Pasquini for her concerns and asked if anyone else wished to make public comment.

Ms. Loraine Swinyer stated that in the latter part of June and first week of July, within a two-week period there were two calls where there was a two-hour wait for the ambulance to come from Delmar because there was not a driver or crew. She inquired as to why it is under staffed and what could possibly be done because time is of the essence when someone is having a stroke or heart attack.

Discussion ensued between Supervisor Hotaling, Councilman Conrad and Ms. Swinyer regarding her concern and what could possibly be done to alleviate the problem.

Supervisor Hotaling thanked Ms. Swinyer for addressing this concern and asked if there was any further public comment, hearing none he moved to the next agenda item.

APPROVAL OF MINUTES

Supervisor Hotaling stated that there were six sets of minutes for approval as follows:

- Town Board Workshop – June 14, 2005
- Special Workshop – June 15, 2005
- Town Board Workshop – June 21, 2005
- Town Board Meeting – June 27, 2005
- Bid Opening – July 1, 2005
- Town Board Workshop – July 19, 2005

Councilwoman Chmielewski pointed out a minor adjustment to the June 27, 2005 Minutes. He then asked for a motion to approve the minutes.

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Conrad, to approve all of the Meeting Minutes and make a minor adjustment to the June 27, 2005 pointed out by Councilwoman Chmielewski and then approved as read.

VOTE – AYES 5 – NAYS – 0 – SO MOVED

DEPARTMENT REPORT REVIEW

Family Self Sufficiency Program

Supervisor Hotaling stated that the program is a division of HUD that continues to flourish in the Town. He added that as of June there are 25 active participants and 17 of those families have escrow accounts that may lead to a betterment of their housing situation. He continued by saying that one family ended participation.

Town Clerk Monthly Reports – June 2005

Supervisor Hotaling asked that Town Clerk Millious summarize her report.

Town Clerk Millious continued by giving her Monthly Reports for June 2005.

Supervisor Hotaling asked for a motion to approve the Town Clerk Report for June 2005.

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad, the Town Clerk's Monthly Report for June 2005 was accepted as read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Police Department Monthly Report – June 2005

Supervisor Hotaling asked for Chief of Police Giroux to summarize his monthly report.

Chief Giroux continued by giving his Monthly Report for June 2005.

Supervisor Hotaling asked for a motion to accept the Police Department Report for June 2005.

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, the Police Department Monthly Report for June 2005 was accepted as presented.

VOTE – AYES 5 – NAYS – 0 – SO MOVED

OLD BUSINESS

Dave Vahue, LaFarge – Update on Tire Derived Fuel Project

Supervisor Hotaling stated that Mr. Vahue would be giving an update on the Tire Derived Fuel Project and then introduced him.

Mr. Vahue thanked the Town Board for the opportunity to be on the agenda and continued by saying that LaFarge wanted to provide the Town Board with an official formal notification that they have received a Notice of Completion to proceed into the public comment period for their Tire Derived Fuel Project and that a copy of the application has been provided to the Supervisor's Office as well as it being available at the R-C-S Community Library and DEC headquarters. He continued by saying that within the Notice of Completion it details two Public Meetings, which will be held in August at A.W. Becker Elementary School at 7pm. He added that the first meeting on August 4th will be an informational meeting and LaFarge will provide a presentation outlining specific information on the project and DEC will be on hand facilitating the meeting and then providing a presentation on the review process that they have undertaken to get LaFarge to this point. He continued by saying that DEC is the Lead Agent and they have performed a coordinated thorough review of the project and within the review they have determined that the use of tires as an alternate fuel and the process will not have any adverse impact on the environment and have issued a Negative Declaration under the State Environment Quality Review Act. He added that DEC has looked at it from every angle and have determined that it can be done safely with environmental sensitivity. He went on to say that the Environmental Protection Agency issued a Policy Statement endorsing the use of tire derived fuel.

Mr. Vahue reiterated that there is a Public Informational Meeting on August 4, 2005 at 7:00pm and the second meeting is August 25, 2005 and it will be a Legislative Public Hearing where residents will be able to submit comments specifically for DEC to consider in their review of the process and the public comment period runs until September 2, 2005.

Supervisor Hotaling stated that there would be invitations to attend the August 25th Legislative Public Hearing and then inquired as to if anyone could attend the meeting.

Mr. Vahue stated that both meetings are open to the public, the first meeting will be informational and informal and the second will be a more formal process and attendees will be asked to sign in and it will be an opportunity to provide either oral or written comments.

Supervisor Hotaling thanked Mr. Vahue.

NEW BUSINESS

HUD Section 8 Program

Supervisor Hotaling stated that at the July 8th Workshop the Section 8 HUD Program was on the agenda and Mr. Joseph Mastrianni, the administrator for the Program, was summoned to meet with the Town Board and have a discussion about HUD, its history and its future and the Town Board had the opportunity to share some of their concerns about the program transforming itself into something different from what it was originally intended. He added that the Town Board had expressed their desire to create a preference to assist the elderly and handicapped and there will be a Public Hearing on August 22nd to talk about the 2005/2006 plan for the Program as well as a five-year vision for what HUD is about and he would encourage attendance in order to find out if HUD should be continued as it exists or if modifications should be made. He continued by saying that he will be asking the Town Board to consider authorization for them to direct the administrator to create a preference for elderly and or handicapped placement and this will help preserve the essence of how the Program was intended and will provide some stop-gap measure so they can take a look at HUD and whether or not it has a viable future. He added that he has had some dialog with Mr. Mastrianni since the Workshop and was in receipt of a letter dated July 20, 2005 and then read as follows:

Following our conversation on July 20th the following steps have been taken concerning the Town of Coeymans Housing Choice Voucher Program.

1. 1. We have stopped placing new tenants in the Program until the Town Board authorizes us to do so.
2. 2. We have researched HUD Regulations concerning a preference for elderly and disabled families and are prepared to implement such a preference as soon as the Town Board authorizes us to do so.
3. 3. We are continuing to encourage tenants at Oakbrook Manor to find new housing and researching HUD Regulations to see if a more aggressive approach can be implemented.
4. 4. We have started to organize an inspection of units in the Program during the month of August and will contact you when we start inspections.
5. 5. I have started a study to determine the impact of the Housing Choice Voucher Program is having on the Town of Coeymans and will contact you as soon as I have a graph outline of what the study will involve.

I hope to talk to you soon.

Very truly yours,

Joseph Mastrianni

Supervisor Hotaling stated that he believes that Mr. Mastrianni understands the message that was conveyed at the Workshop and added that this is a start. He continued by saying that the Town Board needs to know from the people of the Town of Coeymans if this is the direction that they want the Town Board to take with regard to the potential changes for HUD.

Supervisor Hotaling stated that there needs to be a motion to authorize him to communicate with Mr. Mastrianni as the HUD Administer, direction from the Town Board that they want him to implement immediately a preference for the elderly and handicapped.

Discussion ensued amongst the Town Board as to some of the concerns with the program as it exists and the areas of concern in the Town with respect to poor housing conditions.

Supervisor Hotaling asked if there was any further comment, hearing none he asked for a motion authorizing him to communicate with Mr. Mastrianni the desire to change the preference to elderly and handicapped.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Chmielewski authorizing the Town Supervisor to communicate with Mr. Joseph Mastrianni, Administrator of the Town of Coeymans HUD Program, the desire to implement immediately a preference for the elderly and/or disabled individuals for the Section 8 HUD Program.

VOTE – AYES 5 – NAYS – SO MOVED

RPS Program Licensing Fee – Assessor's Office

Supervisor Hotaling stated that there had been previous discussion about acquiring the Real Property Services Programming Licensing Fee software in the Town Clerk's Office. He then asked that Assessor VanValkenberg explain the advantage of having it installed in the Town Clerk's Office so that the Program can be utilized when the Assessor is not in and give the public the opportunity to look things up without having to wait for the Assessor to be in. He then introduced Assessor VanValkenberg.

Assessor VanValkenberg stated that it is the Real Property Service software that the state and assessors are using to maintain the real property tax records and it is currently on her computer and a view only file on the Building Department computer. She added that because the Assessor's Office is staffed part-time it would provide more availability for the public to view the records if it was also installed in the Town Clerk's Office and it would also allow the Town Clerk's staff to answer some questions.

Supervisor Hotaling stated that there is a licensing fee associated with it.

Assessor VanValkenberg interjected that it is a one time licensing fee of \$115.00 for each computer.

Discussion ensued about possibly transferring the Building Department's software to the Town Clerk and the Building Department personnel could use the Assessor's.

Assessor VanValkenberg interjected that her computer is the only one that does not have any constraints as far as making changes and she would not want other people going into her computer because there is full access for changing assessments and exemptions.

Supervisor Hotaling asked if there was any further discussion, hearing none he asked for a motion authorizing the Town Clerk to submit a purchase order in the amount of \$115.00 for the licensing fee to have the software installed in the Town Clerk's Office.

MOTION

On motion of Councilman Conrad, seconded by Councilman Stanton, authorizing the licensing fee of \$115.00 for the Real Property Service software to be installed in the Town Clerk's Office.

VOTE – AYES 5 – NAYS – SO MOVED

Final State Equalization Rate for 2005 Assessment Role

Supervisor Hotaling stated that they were in receipt of the final state equalization rate for the 2005 Assessment Roll and then asked Assessor VanValkenberg to explain the roll and how it relates to tax dollars.

Assessor VanValkenberg explained that it is a complex multi-part process in which the equalization rate measures the relationship of assessments to what is happening in the market and it is by law established by the state each year and

its primary function is to allow a level "playing field" for portions of taxes across different jurisdictions. She added that school districts are the most common because school districts encompass several towns within their district and not all towns are assessing at the same uniform percent and an equalization rate has to be established to put every town up to full value to create a level playing field so that school districts can apportion the tax levy across the different jurisdictions and continued by stating that the Town's equalization rate was established at 88%. She continued by explaining the process with the State with establishing an equalization rate.

Supervisor Hotaling inquired as to what the consequences are to having an equalization rate of 88% when surrounding towns are closer to 100%.

Assessor VanValkenberg stated that when other towns have a 100% equalization rate there is a shift in the over all portion because when a towns equalization rate drops it makes the town's full value number on paper go higher and in turn it will push more burden on those town's whose equalization rate has dropped.

Supervisor Hotaling interjected that Town of Coeymans residents could end up paying a larger portion/share of the school district's tax and this is where it is primarily felt.

Assessor VanValkenberg stated that the impact is not felt in the town taxes but there is an issue as far as the inequity within the assessment role. She added that a 100% equalization rate does not indicate the degree of uniformity within an Assessment Roll and there can still be some inequity within the roll. She continued by stating that there are two reasons to do a reevaluation project, to adjust the falling equalization rate and to correct and address and make sure the people are being assessed fairly in comparison to the market and other similar properties so that everyone pays their fair share. She added that a large portion of the problem is that houses are listed for sale with prices that exceed assessed values by 50-200% and most sales are occurring closer to the asking price than they are the assessed value.

Supervisor Hotaling stated that there is a need to focus some attention on another reevaluation project because the Town of Coeymans is currently 88% and neighboring communities range anywhere from 100% to 1.1% and they will aggressively be seeking a reevaluation in the year 2007.

Discussion ensued regarding the importance of a reevaluation and the impact that it will have on the taxpayers and it was pointed out that County and Fire taxes are also included on the bill, which continue to escalate.

Supervisor Hotaling asked if Assessor VanValkenberg would like the Town Board to formally act on moving forward with the reevaluation project in accepting her timeline for the project.

Assessor VanValkenberg gave her timeline to the Town Board for their review.

Supervisor Hotaling thanked Assessor VanValkenberg.

Reimbursement for 2002 Hazardous Material Collection

Supervisor Hotaling stated that Councilman Stanton had spoken to him about the Hazardous Waste Day that took place in 2002 and advised that he is on a quest to get some reimbursement from the state. He then asked that Councilman Stanton explain what the Town Board needs to do in order to obtain the reimbursement.

Councilman Stanton stated that in June 2002 the Town held a Hazardous Waste Day for collection and the bill for the day escalated from \$1,000 to \$16,000. He added that he had spoken with Sharon Fischer, Recycling Coordinator in the Town of Bethlehem and she advised that DEC has a program that you can go back and recoup up to 50% of the cost. He continued by saying that he has the application necessary to move forward with this and he was advised that the amount of money that the Town is seeking reimbursement for should be granted and will be in the amount of \$8,246.00. He concluded by saying that the application needs to be filled out along with a resolution needing to be done that allows for the application and then asked that the Town Board support a resolution for reimbursement.

Councilwoman Chmielewski inquired as to if DEC knows that it took place in 2002.

Councilman Stanton stated that they are well aware of all of the facts and there was money left over from previous DEC budgets and added that if anyone had any questions they could contact DEC.

Supervisor Hotaling stated that Councilman Stanton had done the preliminary work as far as gathering the 2002 vouchers for the cost associated with it and it was in excess of \$16,000 in addition to sharing it with DEC and they are well aware of the fact that it was in 2002. He added that an application has to be filled out as well as a resolution passed by the Town Board and the Town does not have anything to lose at this point.

Councilman Stanton stated that he was told that the Town should receive the money by November.

Supervisor Hotaling interjected that it will come in as a revenue for 2005 but when the audits are done it will reimbursement credited to 2002.

Chief Giroux added that the line share of \$15,000.00 came from the Police Department Budget.

Supervisor Hotaling stated that Councilman Stanton had done all of the preliminary work and in previous years had been the brunt of some ridicule as to what had happened and added that he would be honored to have him read the resolution.

RES. #85-05 AUTHORIZE EXECUTION OF CONTRACT FOR STATE AID FOR 2002 HAZARDOUS WASTE DAY

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

WHEREAS, the State of New York provides financial aid for Household Hazardous Waste Programs, and

WHEREAS, the Town of Coeymans, herein called the Municipality, has examined and duly considered the applicable laws of the State of New York and the Municipality deems it to be in the public interest and benefit to file an application under these laws, and

WHEREAS, it is necessary that a Contract by and between The People of the State of New York, herein called the State, and the Municipality be executed for such State Aid;

NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of Coeymans;

1. 1. That the filing of an application in the form required by the State of New York in conformity with the applicable laws of the State of New York including all understanding and assurances contained in said application is hereby authorized.
2. 2. That Supervisor Ronald K. Hotaling, Jr. or his designee is directed and authorized as the official representative of the Municipality to act in connection with the application and to provide such additional information as may be required and to sign the resulting contract if said application is approved by the State;
3. 3. That the Municipality agrees that it will fund the entire cost of said Household

Hazardous Waste Program and will be reimbursed by the State for the State share of such costs.

4. 4. That five (5) certified copies of this resolution be prepared and sent to the NYSDEC together with a complete application.
5. 5. That this resolution shall take effect immediately.

Attorney Rotello questioned the wording of the third paragraph indicating that something is presently going on and this is something that already happened and was funded.

Supervisor Hotaling explained that this was previously brought up and this is the format that DEC suggested be used and he would send a cover letter with the application and resolution explaining that it occurred in 2002.

Albany County Sales Tax Distribution

Supervisor Hotaling stated that he wanted to report to the Town Board and public that he was in receipt of the Albany County Sales Tax distribution check dated July 20, 2005 in the amount of \$392,949.03 for the second quarter share of sales tax revenue. He added that they had anticipated receiving \$420,000 but then was reminded that the first quarter check was overpaid by \$57,000 and was taken from the second quarter.

RESOLUTIONS

RES. #86-05 APPOINT PART-TIME CLERK – ASSESSOR OFFICE

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

WHEREAS, the part-time clerk assigned to the office of the Sole Assessor has indicated that her resignation if forthcoming, and

WHEREAS, the Town Board is desirous of achieving a smooth transition for replacement staff, and

WHEREAS, the Town Board has identified a candidate, the candidate has had experience in the Office of the Assessor, and the Albany County Civil Service Department has approved her qualifications for the position,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby approve the appointment of Dawn DeRose to the position of part-time clerk, at the hourly rate of \$10.23, effective August 1, 2005.

RES. #87-05 AMEND RESOLUTION #74-05

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

WHEREAS, a June 27, 2005 resolution hired eight Food For Thought counselors at an hourly rate which was quoted below minimum wage,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby amend Resolution #74-05 raising the hourly rate from \$5.75 to \$6.00 in accordance with NYS Department of Labor Minimum Wage Laws, retroactive to June 27, 2005.

RES. #88-05 APPROVE JULY 2005 ABSTRACT

On motion of Councilman Conrad, seconded by Councilman Stanton, the following resolution was APPROVED – VOTE – YES 5 – NAYS 0 – SO MOVED
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 2005 Abstract

ABSTRACT	VOUCHER #	AMOUNT
GENERAL (A)		
Pre-Pay	1003-1018	\$ 136,162.03
General	1052-1106	\$ 16,587.18
	General Total	\$ 152,749.21
PART-TOWN (B)		
Pre-Pay	1019-1030	\$ 22,345.40
Part-Town	1107-1122	\$ 2,662.30
	Part-Town Total	\$ 25,007.70
HIGHWAY (D)		
Pre-Pay	1031-1036	\$ 30,947.34
Highway	1123-1177,1193	\$ 60,498.24
	Highway Total	\$ 91,445.58
SEWER (SS)		
Pre-Pay Sewer	1037-1045	\$ 9,917.56
Sewer	1178-1191	\$ 15,626.38
	Sewer Total	\$ 25,543.94

GROVE CEMETARY (TE)		
Pre-Pay	1046	\$ 10.77
Grove	1192	\$ 79.99
	Grove Total	\$ 90.76
	TOTAL FOR ALL FUNDS	\$294,837.19
TRUST & AGCY. (TA)		
Pre-Pay	1047-1051	\$171,799.66
Trust & Agency		
	Trust & Agcy.	\$171,799.66
	Total	

CORRESPONDENCE

Marvin & Company re: Audit of Town Clerk & Justice

Supervisor Hotaling distributed copies of the Marvin & Company audit and stated that the Town Board had engaged them for audits of the Justice Department and Town Clerk’s Office. He added that in the past the Town Board has routinely signed off on the accounting books and in reading the law it was discovered that the signature meant that there was a certified audit of cash in and cash out. He continued by saying that Marvin & Company was engaged to do this and it cost the Town \$3,000 and the benefit was to have it performed by professional accountants in addition to confirming that money is collected and handled appropriately and effectively and it also gave the opportunity for interaction between the auditor’s staff and the Town staff to identify areas where improvements can be obtained. He went on to say that the Town will now be in a better position to present the data needed for the auditor more effectively, which should hold the annual cost down and eventually a structure of the audit can be turned over to the Town Board and the audit fee can be saved each year. He concluded by saying that the audits were done and the public should be aware that the money is in good hands and then thanked Marvin & Company’s efforts and the staff’s indulgence relative to the audit.

Albany County Executive Mike Breslin re: Albany County Economic Development

Supervisor Hotaling stated that he is in receipt of a letter from Albany County Executive, Mike Breslin inviting him and others to a visioning meeting for the

County in regard to development efforts and the meeting is July 26th at 9am at the Cornell Cooperative Extension Building in Voorheesville and he will be in attendance. He then extended an invitation to any other Board members that may want to join him.

LaFarge North America re: Tire Derived Fuel Informational Meeting & Public Hearing

Supervisor Hotaling stated that this was a reiteration of what was discussed earlier by Mr. Vahue relative to the Tire Derived Fuel Informational Meeting and Public Hearing scheduled for August 4th and August 25th, respectively.

Albany County Department of Public Works re: Speed Limit Reduction on Old Ravena Road

Supervisor Hotaling stated that he was in receipt of a copy of a letter from Albany County Department of Public Works to Mark Kennedy, Regional Traffic Engineer, relative to Highway Superintendent Deering's request for a speed reduction on Old Ravena Road because of safety concerns. He added that in turn the Town Board had authorized him to file a request through the County, ultimately to the State to have the speed limit reviewed and Mr, Kennedy is being advised by Michael Franchini that the request was submitted July 8th along with data from a speed limit study for the Town of Coeymans that they had conducted last month.

David Martin re: Zoning Issue

Supervisor Hotaling stated that he was in receipt of a letter dated July 18, 2005, from David Martin, a resident of the Coeymans Hollow area relative to the Comprehensive Planning Process and continued by reading from the letter, which expressed some of his thoughts and concerns. He added that he would share the letter with LaBerge and encouraged others to come forward with some input because that is what is needed for the development of a Comprehensive Plan.

ADDITIONAL BUSINESS

Supervisor Hotaling stated that he was not present for the Assets and Liability public meeting for the development of a Comprehensive Plan and then asked Councilman Conrad to give an update.

Councilman Conrad stated that the meeting was opened and turned over entirely to LaBerge and added that the Town Board was present but did not have anything to do with the input or interaction. He continued by saying that those present were split in to groups of five and each participant had equal input as to

what they believed were the assets and liabilities of the Town of Coeymans. He added that each group came up with similar ideas and when everyone was brought back together the top five assets and liabilities were documented by LaBerge and will be part of the draft for the next meeting.

Supervisor Hotaling interjected that for future meetings the Town Board will participate and act in the place of an Advisory Board on behalf of the residents of the Town of Coeymans and then encouraged attendance for the next meeting on August 23, 2005.

TOWN BOARD WORKSHOPS/MEETINGS

Town Board Workshop Meeting – August 16, 6:00pm
Public Hearing- HUD – Section 8 – August 22, 6:30pm
Town Board Meeting – August 22, 7:00pm
Special Town Board Workshop Meeting – August 23, 6:00pm

ADDITIONAL COMMENTS

Supervisor Hotaling asked if there were any additional comments.

Town Clerk Millious reminded everyone that there is a Public Hearing at 6:30pm, just prior to the Town Board Meeting on August 22nd relative to the HUD Section 8 Program.

Supervisor Hotaling encouraged attendance for comments relative to the Program and the direction that the Town Board should take and then asked Highway Superintendent Deering for an update on the sewer line replacement project on Second Street.

Highway Superintendent Deering stated that Second Street is almost done and the project is going well.

Supervisor Hotaling interjected that it has been an interdepartmental project involving the Highway Department, Sewer Department and labor force within the Town and this is an example of departments working together toward one goal. He then asked if there were any other comments.

Councilwoman Chmielewski asked if anything has happened with the bidding process for the purchase of a pickup truck for the Town's Utility Labor Force.

Supervisor Hotaling stated that there were some inquiries about the specifications and then asked the Town Board if they should proceed with the bidding process

Collectively it was agreed that they should.

Supervisor Hotaling asked for a motion authorizing the Town Clerk to advertise bids for a one-ton dump truck consistent with the specifications as written by Rick Perrine the Utility Labor Force Foreman.

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilman Stanton, authorizing the Town Clerk to advertise for bids for a one-ton dump truck for the Utility Labor Force. VOTE – YES 5 – NAYS 0 – SO MOVED

Supervisor Hotaling asked if there were any further comments.

Councilman Stanton announced that Shakespeare in the Alley will be performing at the gazebo at Coeymans Landing on Thursday evening.

Town Attorney Rotello stated that he had an item to discuss with the Town Board that would fall under Executive Session for potential litigation, he added that he received a letter from an attorney regarding a matter that involves the Town.

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Chmielewski, the Town Board Meeting was adjourned. Time 9:11pm
VOTE – AYES 5 – NAYS 0 – SO MOVED

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Workshop Meeting was held Tuesday, July 19, 2005, at 6:00 PM at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling, Jr., Supervisor
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ABSENT: Frank D. Stanton, Councilman

ALSO PRESENT: Albert Deering, Highway Superintendent
Joseph Mastrianni – Section 8

AGENDA ITEMS

- • Police & Highway Department Report – Parking Problem on Westerlo Street
- • Section 8 Housing Voucher Program – Joseph Mastrianni

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the Workshop.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Chmielewski, the Workshop Meeting was adjourned.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

Time – 7:45pm

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Workshop Meeting was held Tuesday, July 12, 2005 at 6:00pm at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Larry Conrad, Councilman

ABSENT: Ronald K. Hotaling, Jr., Supervisor

Nita J. Chm

ALSO PRESENT: Diane Millious, Town Clerk
Ben Syden, Laberge
Stephanie L. Baron, AICP – Senior Planner, Laberge

MEMBERS OF THE PUBLIC PRESENT: Lisa Deyo, William Mueller, Sylvia Lawler, David Vahue, David Ross, Cynthia Kunz, Tom Tucker, Tom Sweeney, Zachary Assael, Deborah Fahrbach, Bob Fisk, Linda Marshall, Pam Moore, Jim Feuerbach, Pat Feuerbach, Marc Hafensteiner, Lillian Everingham.

MEETING OPENING

Councilman Conrad opened the meeting and asked for a motion to allow him to act on behalf of the Supervisor for the meeting.

MOTION

On Motion of Councilman Stanton, seconded by Councilwoman Rogers, authorizing Councilman Conrad to act on behalf of the Supervisor in his absence. VOTE – AYES 3 – NAYS 0 – SO MOVED – ABSENT 2 (Hotaling, Chmielewski)

Councilman Conrad then led the Pledge of Allegiance.

The following Public Notice appeared in the News Herald and was posted in various locations.

**NOTICE
OF ADDITIONAL
TOWN OF COEYMANS
TOWN BOARD
WORKSHOP MEETINGS**

In compliance with Public Officer's Law, this will inform you that the Town Board of the Town of Coeymans has scheduled additional Town Board Workshop

Meetings for the purpose of discussing a Comprehensive Plan for the Town of Coeymans. The additional meetings are scheduled for the following dates:

June 14, 2005 – 6:00pm
July 12, 2005 – 6:00pm
August 09, 2005 – 6:00pm

The meetings will be held at the Town of Coeymans Town Hall, 18 Russell Avenue, Ravena, New York.

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

AGENDA ITEMS

- Comprehensive Plan – Assets & Liabilities

OPENING COMMENTS

Councilman Conrad introduced Ben Syden and Stephanie Baron from Laberge and then turned the Workshop over to them.

Ms. Marshall questioned the meeting notice and what it meant.

Town Clerk Millious advised that it was originally posted as a Workshop Meeting on the Comprehensive Plan and then was changed to a Public Meeting to discuss the assets and liabilities of the Town of Coeymans.

Councilman Conrad interjected that it is basically an Open Meeting and it is a Workshop Meeting open to the public.

Ms. Marshall clarified that it is Workshop and not a Public Hearing.

Mr. Syden stated that there is a difference in the way that things are done at a Workshop as opposed to a Public Hearing and at a Public Hearing there is very little dialog back and forth. He added that during the planning process they utilize a Workshop and after their presentation of about 15 minutes they will break down into small groups to share information and in the end they will all come together to share with the whole group to identify the assets and liabilities of the Town.

Comprehensive Planning – Assets and Liabilities

Mr. Syden stated that he would first give a brief overview of what a Comprehensive Plan is then he would discuss the planning process and where the Town is in the process, the components of a Comprehensive Plan and why it is so important to have the public participate in the process. He then asked if anyone knew what a Comprehensive Plan was.

Ms. Marshall stated that she had noticed that in the Town of Bethlehem they have been advertising for people to participate in the development of a Comprehensive Plan and an Advisory Committee was formed. She added that the planning is basically for whomever in the public would like to participate and they are invited to be part of the Advisory Committee and in turn they solicit information from other people within the Township. She concluded by saying that there are many meetings and it takes a long time to develop a plan.

Mr. Syden stated it was a good overview of what a Comprehensive Plan is and added that in New York State there are no set rules or regulations or laws stating that there has to be an Advisory Committee. He added that based on the time schedule and budget, the Town Board decided that the public would be invited to every meeting that they have, which are monthly meetings except for the month of August. He continued by saying that in August there will be a consultant review process and in September there will be another public meeting.

Ms. Lawler stated that she had attended the last Comprehensive Planning Meeting and it was very positive but she did not understand why no one from the Planning and Zoning Boards were involved as they are the ones that will have a say in the end. She added that she did some research and did not find one Town within New York State where the Town Board comprised the entire committee.

Mr. Syden stated that it was not really the venue or forum for what they will be covering and suggested that she bring it up with the Town Board at a later date. He continued by saying that the meeting was for the purpose of identifying the assets and liabilities of the Town.

Ms. Deyo stated that this was her first meeting and then inquired as to what the typical level of participation has to be in order to be deemed valid.

Mr. Syden stated that there is no standard rule as far as what percent of the population shows up for a public meeting and most of the time the public meetings are attended by those that go to every meeting, those interested in government or politics, or those that have negative issues. He added that every community does whatever they can to publicize the meetings and tries to generate public interest in creating a new vision for the community. He continued by saying that they are in the beginning of the Comprehensive Planning Process

and during the public participation they will define the assets and liabilities and then the visioning based on subject matter, which is in Workshop format and later in the process there will a Public Hearing. He reiterated that it is a public process and the public is encouraged to attend. He continued by saying that a Comprehensive Plan is a written document and because New York state does not say exactly what has to be in it, there are guidelines and what goes into a Comprehensive plan is up to the community at large as far as how much goes into it and how detailed it should be. He added that at the very least infrastructure, economy, housing, natural resources, open space, historical culture resources and municipal resources should be discussed in addition to looking at demographics for the last 20 years and where the Town is headed in the next 10-15 years as far as development and how you want the community to look as well as looking at that the land use regulations in order to determine what kind of regulations should be in place in order to make the community look, maintain or grow in the way that the community had defined in the public meetings. He added that the public process is one of three issues, which are defined as: who are you? where do you want to be? and how do you want to get there? and their job is to provide the opportunity and actions to get to the end results and the reason to develop a Comprehensive Plan is to establish a unified community vision. He continued by saying that alot of communities develop a Comprehensive Plan to protect its natural and cultural resources and identify and protect economic conditions and spearhead economic revitalization in addition to identify what the government agencies, such as planning and zoning, need to look for as development occurs. He added that every community does not have an infinite number of tax dollars for improvements and in order to make the best competitive application for grants, the project that is being applied for should be based on a Comprehensive Plan.

Mr Syden continued by saying that the planning process is four phases, the first being project initiation, the second being identifying issues, doing a data collection analysis, begin public participation and this is the phase that the Town is currently in, and the third is to develop goals, objectives and actions and the last is the plan development, which includes identifying each goal, action, who is responsible for them, when it will take place and what finances and grants are available to reach the goals. He added that in the planning there will be an introduction, community profile, goals and recommendations, implementation strategies and supporting material and reiterated that there are no state guidelines as to what has to go into a Comprehensive Plan. He reiterated the importance of public participation and without this the success of the Plan is in jeopardy.

Ms. Marshall again questioned the Town Board being the Advisory Board and then asked how it could be changed.

Mr. Syden reiterated that this is something that she has to take up with the Town Board and added that the entire process has been open to the public.

Ms. Lawler inquired as to who decides as to whether or not the plan gets adopted.

Mr. Syden stated that it would be the local legislative body, which in this case would be the Town Board.

Ms. Marshall added that it does not seem democratic and added that it is a legal document once it is adopted.

Mr. Syden stated that a Comprehensive Plan is not law; it is a vision and a blueprint for a community.

Ms. Marshall stated that many people in the Town for a very long time worked on a LWRP (Local Waterfront Revitalization Plan) and it never got done in addition to many people working on setting up a historical area and that never got done. She added that she wants to participate but questions as to whether her input counts.

Mr. Syden stated that the input of everyone counts in the development of a Comprehensive Plan in any community, and when the Advisory Committee, if it is not the Town Board, passes the recommendations on to either the Town Board, Village Board, City Council or County Legislative body, they are not required to adopt the plan. He added that the Town Board chose not to have a separate Advisory Committee by itself but to have them act as the Advisory Committee and include the public in every decision and meeting and it is not up to them to decide if it is good or bad, it is up to them to decide if they want to participate in the process or complain about the process. He went on to say that the Town Board decided that it is in the best interest of the public to come up with a Comprehensive Plan and they have taken the lead and have invited the public to every meeting to create a Comprehensive Plan together and they need to move on with the process. He continued by saying that it will be the community's plan and a document of the Town's ideas, visions, goals and actions that you would like to see happen in the community. He added that in the process in an effort to obtain funding for the development of a Comprehensive Plan, and in looking out for the taxpayers, the Town has applied for two grants and one was awarded in the amount of \$7,500. from the Hudson River Valley Greenway and the second application to the Governor's Office for Small Cities Technical Assistance Grant is pending and awards will be announced in October.

Mrs. Deyo inquired as to how many stakeholders were interviewed and who they were.

Ms. Baron stated that she did not have the list with her and could not recall everyone and added that she spent two full days and there were approximately 20 in addition to still having a list of others that she needs to speak with.

Mr. Syden then stated that he was going to turn the meeting over to Ms. Baron to give some information about the profile of the community.

Ms. Baron stated that she has started doing research using the demographics that are available through the census and some other information and resources that are available and has put together a profile of what Coeymans is as far as population, income levels, what types of business exist, what kinds of business Coeymans can support, etc. She added that the majority of the population in the Town of Coeymans is made up of people between the ages of 25 and 44, with the second highest being infant to the age of 14 and the data source that they used is projecting the Town of Coeymans to grow by approximately 150 people over the next 50 years. She continued by saying that the Town may experience some of the growth that comes from the Bethlehem area and this number may be under estimated.

Mr. Syden interjected that there are two growth areas, the Town of New Baltimore and the Town of Bethlehem and data indicates that there is an opportunity for growth in the Town of Coeymans.

Ms. Baron continued by saying that the median income in the Town of Coeymans is \$47,127 for the entire household, which is higher than Albany County and New York State. She added that she wanted to get into the assets and liabilities portion of the meeting and explained that assets are people, places, organizations, community events, businesses, infrastructure, location, regional setting, history, cultural resources and any other items that make the Town of Coeymans a desirable place to live, work, and raise a family and in thinking about the assets you have to think about what the Town has to offer, what attracts visitors or seasonal residents, and what is the Town known for. She added that the biggest liability in the Town is the proposed landfill and other liabilities could include Powell & Minnock Brickyard, because it is vacant and it could be an opportunity for changes to the area in addition to the housing in the Hamlet of Coeymans and added that liabilities are stumbling blocks that detract from the present or future success of the community.

Ms. Baron stated that they were going to break up in to small groups to determine as a group what the assets and liabilities are in the Town of Coeymans.

Mr. Syden stated that things that have shared common themes like the Rescue Squad and Fire Department can be put together as public services and each idea is equal to the next person in what they view as the assets and liabilities and then explained the process that they would follow.

Mr. Assal interjected that the biggest liability is the proposed landfill but Ms. Baron had asked that they not dwell on it. He added that they have to dwell on it

because if it is located in the Town of Coeymans there are no assets and what they are trying to accomplish will be a waste of time and this is the biggest issue.

Mr. Syden interjected that it would be the number one liability and added that there are other liabilities and they want to find out what they are because a Comprehensive Plan is a whole community and there are other things that affect the quality of life such as housing, services and location.

Ms. Deyo stated that she hoped that all of the liabilities that were raised would be included in the final report and not just the top five that each group comes up with.

Ms. Baron added that all of them would be included on a bulleted list.

Ms. Marshall stated that she was concerned about the fact that other issues considered liabilities might be considered equal to the landfill.

Mr. Syden stated that if the group comes together and determines that the landfill is the number one liability then it will be listed as the number one liability.

The audience was then split in to three groups of five people to come up with the assets and liabilities of the Town of Coeymans.

The three groups came up with the following top five assets.

GROUP I	GROUP II	GROUP III
Quality of Life	Proximity to Albany, Boston, NYC, Montreal	Riverfront
Scenic & Natural Resources	Hannacroix Creek, Coeymans Creek, Alcove Reservoir	Open Space
Potential of Wonderful Things	History of Town	Country Living - Coeymans Hollow
History of Town	Hudson River	Senior Services - Housing
Small Town Feel	Small Town Character	Proximity to Albany, Boston, New York City
Location		

The three groups came up with the following liabilities.

Group I	Group II	Group III
Proposed Regional Landfill	Proposed Regional Landfill	Proposed Regional Landfill
Lack of Planning/Vision	Poor Self Perception of Residents	Integration of Residential, Commercial, Industrial Together (lack of buffers)
Poor Physical Appearance	Lack of Vision	Conflicts between Town & Village Governments Duplicate Services
Lack of Code Enforcement	Lack of Comprehensive Plan, Coeymans Landing, Housing, Jobs	Too Few Businesses, Lack of Economic Tools Available
Two Governments Duplicate Services	Housing Conditions in Hamlet	Oakbrook Manor

The three groups were then brought together and the groups and Mr. Syden compared the top five assets and then listed the top five in order of relevance and came up with the following:

1. Scenic natural resources including the Hudson River, Coeymans Creek, Hannacroix Creek and Alcove Reservoir
2. Regional Location and Proximity
3. History
4. Potential for Growth
5. Small Town Feel and Quality of Life

Mr. Syden reiterated that the top five would be listed in the document in the main text as well as the others also being included.

Mr. Syden then compared the top five liabilities and then listed them in the order of relevance.

1. Proposed Landfill
2. Poor Physical Appearance – Lack of Code Enforcement
3. Poor Self Perception of Residents
4. Lack of Planning/Visioning
5. Two Governments – Duplication of Services

Mr. Syden thanked everyone for participating in the groups and pointed out that it can be fun. He added that there is a compromise of the top five assets and liabilities and added that every community has both. He concluded by saying that the next Public Workshop is August 23, 2005 at 6:00pm.

Ms. Deyo asked if the meetings could be at 7:00pm, which would be more convenient for people with families.

Town Clerk Millious interjected that the meeting has already been advertised in the News Herald for 6:00pm.

Mr. Syden stated that they could look into the possibility of changing the future ones. He added that the next meeting would be visioning, which will include areas that need revitalization, land uses, economic development, etc. He again thanked everyone for coming and participating.

ADJOURNMENT

Councilman Conrad asked for a motion to adjourn the meeting.

On motion of Councilman Stanton, seconded by Councilwoman Rogers, the meeting was adjourned.

VOTE – AYES 3 – NAYS 0 – ABSENT 2 (Hotaling, Chmielewski)

Time 8:20pm

Respectfully Submitted,

Diane L. Millious, Town Clerk

API

A Bid Opening was held Friday, July 1, 2005 at 2:00pm, at the Town of Coeymans Town Hall, 18 Russell Avenue, Ravena, New York.

PRESENT: Diane L. Millious, Town Clerk
Lucinda A. Vatalaro, Deputy Clerk
Ronald Hotaling, Supervisor
Larry Conrad, Councilman
Larry Breedlove, Chief Operator, WWTP

ALSO PRESENT: Ed Vopelak, C.T. Male
Bob Wade, Village Trustee
Ed McCormick, Jett Industries
Fred Heiser, Harkins Mechanical

The following Legal Notice appeared in the Ravena News Herald and was posted in Town Hall.

**TOWN OF COEYMANS
WASTEWATER TREATMENT FACILITY**

INVITATION TO BID

Sealed Bids will be received at the office of Town of Coeymans, Town Hall, 18 Russell Avenue, Ravena, NY 12143 until 2:00 PM local time on Friday, July 1, 2005, and then at said office publicly opened and read aloud for:

New Clarifier and Aeration Improvements
Town of Coeymans
Wastewater Treatment Facility

The work includes furnishing and installing a secondary clarifier; primary and secondary sludge pumps; process piping; yard piping; aeration equipment; and appurtenances under a base bid with alternates.

A pre-bid conference will be held at 10:00am on Monday, June 20, 2005 at the Coeymans Wastewater Treatment Plant. Representatives of OWNER and ENGINEER will be present to discuss the project. Bidders are encouraged to attend and participate in the conference. ENGINEER will transmit to all prospective bidders of record such addenda as ENGINEER considers necessary in response to questions arising at the conference. Oral statements may not be relied upon and will not be binding or legally effective.

The Project shall be completed on or before August 31, 2006.

Bids will be received on a lump sum basis, with alternates and unit prices.

Bids should not include sales and compensating use taxes on materials incorporated into the work.

Bids actually received by mail or by hand after the appointed time on the date specified shall be rejected, notwithstanding that such Bid may have been placed in a mail box or other mail receptacle regularly maintained by the United States Postal Service before such time, and ordinarily in sufficient time to have been delivered on time.

Bid security in the amount of 5% of the Bid must accompany each Bid in accordance with the Instructions to Bidders. The successful Bidder will be required to furnish a performance bond and a payment bond, each in an amount equal to 100% of the contract price.

Drawings and Specifications may be examined on and after Thursday, June 9, 2005 at C.T.MALE ASSOCIATES, 50 Century Hill Dr., P.O. Box 727, Latham, NY 12110-0727, tel. (518)786-7400, from 7:30AM to 4:15PM Monday through Friday, and at Town of Coeymans, Town Hall, 18 Russell Avenue, Ravena, NY between the hours of 9:00 AM and 4:00 PM. Documents may also be examined at eastern Contractors Association, Inc., 6 Airline Dr., Albany, NY 12205, tel. (518)869-5374, from 8AM to 5PM Monday through Friday; at F.W. Dodge, 6 Wembley Ct., Albany, NY 12205 tel. (518)869-5374, from 8:30AM to 5PM Monday through Friday; and at Reed Construction Data, 1275 Broadway, Albany, NY 12204, tel. (518)487-3649, from 8:00AM to 5:00PM Monday through Friday.

Complete sets of Bidding and Contract Documents may be purchased from C.T. MALE ASSOCIATES, P.C. The deposit on the first set is fifty dollars (\$50), to be refunded in full to all Formal Bidders provided that the complete set of Bidding Contract documents (Drawings and Project Manual) is returned to C.T. MALE ASSOCIATES, P.C., postage paid and in good condition within 30 days after the bid Opening. Full refund will be made to non-bidders only if the complete set of Documents is returned to C.T. MALE ASSOCIATES, P.C., in good condition within 7days after the bid opening. Additional sets of Documents are available at non-refundable cost as listed in the Instructions to Bidders. If requested, documents will be mailed by mail or overnight delivery at additional non-refundable cost of \$8.00 per set for postage and handling.

Payment for documents should be made either in cash or by check. Separate checks should be written for the first set, for any additional Documents, and for postage and handling. Checks for the first set and any additional Documents should be made payable to Town of Coeymans. Check for postage and handling should be made payable to C.T. MALE ASSOCIATE; P.C.

The successful Bidder must comply fully with the requirements, terms, and conditions of the contract for State Assistance WWTP Water Quality Improvement Projects, NYS Department of Environmental Conservation (NYSDEC) Contract No.C301967, NYSDEC Minority/Women Business Enterprise (MBE/WBE) requirements including the goals established for MBE/WBE participation during the performance of the Contract (see Instructions to Bidders). The Bidder commits himself/herself to the performance of positive efforts to achieve the goals for MBE/WBE participation contained therein and all other requirements, terms and conditions of the Bid Specifications by submitting a properly signed Bid. The successful Bidder agrees that he/she will make good faith efforts to subcontract at least 6% of the total value of this contract to minority business and at least 6% to women business. EEO goals (work force make up) at 10% women and 10% minority.

The Town of Coeymans reserves the right to waive any informalities or irregularities in the Bids received, or to reject any or all Bids without explanation.

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

BID RESULTS

Bidder	Base Bid	Alt. 1 Blowers And Controls	Alt. 2 Fine Bubble Aeration	Alt. 3 Sound Attenuation Enclosure	Alt. 4 Final Effluent Washwater System
Harkins Plumbing & Mechanical	\$ 926,000	\$ 58,650	\$125,740	\$16,950	\$2,150
Jett Industries	\$ 783,900	\$ 63,000	\$130,000	\$17,000	\$5,000
Standard	\$1,032,000	\$127,000	\$ 90,000	\$20,000	\$7,000

Construction					
Steve Miller (Late Arrival After Opening)	\$ 799,700	\$ 99,138	\$ 98,830	\$ 12,986	\$3,916

Respectfully Submitted

APPROVED:

Diane L. Millious, Town Clerk

A Town Board Meeting was held Monday, June 27, 2005 at 7:00PM at Town of Coeymans, Town Hall, 18 Russell Avenue, Ravena, New York.

PRESENT: Ronald K. Hotaling Jr., Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ALSO PRESENT: Diane Millious, Town Clerk
Scott Giroux, Chief of Police

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

OVERVIEW OF AGENDA

- • Public Comment Period
- • Public Announcements
 - R-C-S Community Library Award Announcement
 - Hudson River Valley Greenway Grant Award
 - Evening on the Green Band Schedule
- • Approval of Minutes of Meetings
 - Bid Opening (WWTP Project), May 23, 2005
 - Town Board Meeting, May 23, 2005
 - Bid Opening (Highway Dept. Roller), May 26, 2005
- • Supervisor's Report
 - May 2005
- • Department Report Review
 - Building Department Monthly Report – April 2005
 - Town Clerk Monthly Report – May 2005
 - Police Department Monthly Report – May 2005
- • Old Business
 - Bid Opening - Roller
 - Sewer Cleaning & Video Taping
 - NYS Department of Transportation re: Malphrus Property Issue
 - Expenditure of Highway Monies
 - Change Workshop from 8/9/05 to 8/23/05
- • New Business
 - Retirement of Building Inspector (Pat Downes)
 - Resignation of Planning Board Chairman (Peter Foronda)
 - Resignation of Voting Machine Custodian (David Kustyn)
 - Easement on John Street

- Inter-Municipal Agreement Between Town of Coeymans & Village of Ravena re: Joint Police Chief
- Establish Date of Public Hearing on Town of Coeymans Plan for 2005-2009 for Section 8 Housing Choice Voucher Program
- Change in Assessor Office Hours
- • Resolutions
 - Appoint Part-Time Clerk I – Building Department (Shelly Fitch)
 - Appoint Food for Thought Program Counselors
 - Appoint Food for Thought Bus Driver (Karen Beachler)
 - Authorization for Tax Collection Software
 - Authorize Repair to Town Hall Garage Roof
 - Appoint Equipment Operator I – Highway Department (Stevens)
 - Re-appointment to Board of Assessment Review (Angelo Rosato)
 - Consideration of Data Entry Services (Claire Morrison)
 - Transfer of Funds
 - Approval of Abstract – June 2005
- • Correspondence
 - A.W. Becker Elementary School
 - Village of Ravena – Skateboard Park
 - Village of Ravena – Police Chief Contract
 - Highway Department re: Reliable Roofing
- • Town Board Workshops/Meetings
 - Town Board Workshop – July 12, 2005, 6pm
 - Town Board Workshop – July 19, 2005, 6pm
 - Town Board Meeting – July 25, 2005, 7pm

PUBLIC ANNOUNCEMENTS

R-C-S Community Library - Award

Supervisor Hotaling invited Ms. Judy Felston, R-C-S Community Library Librarian, to join him and announced that on June 8, 2005 the Library was recognized by the Upper Hudson Library System and was awarded the Library Program of the Year Award for its Family Fun Fairs for the Very Young Program. He added that Judy Felston, Lori Nunziato and Jan Lincoln, who created and produced Family Fun Fairs, accepted the award at the Upper Hudson Library Systems Annual Dinner held on June 8, 2005 and he was pleased to accompany them at the event. He concluded by reading the Award and then congratulated them and then asked that Ms. Felston say a few words.

Ms. Felston stated that they were very happy to receive the award and this coming year the programs will be completely funded by the library because they have ended the period in which they have grant support and this was made possible because of the vote

for the Library Budget. She added that the Summer Programs will be beginning July 5th and there are programs for all ages including adults and the schedule is available on their website, which is www.uhls.org/rcscl or it can be picked up at the library. She concluded by saying that on August 2nd the band Pangia, a Saratoga based band, will be doing a concert at P.B. Coeymans Elementary School at 7pm.

Hudson River Valley Greenway Grant Award

Supervisor Hotaling asked that Councilman Conrad announce the Greenway Grant Award.

Councilman Conrad stated that the Town is fortunate enough, as part of the application through the Laberge Group to develop a Comprehensive Plan, to apply for a Greenway Grant and the award could be up to \$10,000.00. He added that the Town of Coeymans was awarded \$7,500.00 and this money will be put toward the development of a Comprehensive Plan.

Supervisor Hotaling added that he wanted to remind the public that the Special Town Board Assets and Liability Workshop will be July 12, 2005 and he would like to see Town Hall filled to capacity because public input will go a long way toward the development of a Comprehensive Plan.

Evenings on the Green Schedule

Supervisor Hotaling asked that Councilman Stanton make the announcement relative to Evenings on the Green.

Councilman Stanton stated that this year will feature all live bands and the first performance will be July 7th, The Ghost Riders Band. He added that all of the performances will be on Thursday evenings and gave the schedule as follows:

July 14	Folding Sky	
	July 21	Cou
	July 28	Sha
	August 4	The Frank I
	August 11	Dusk 'til D
	August 18	The Pacem
	August 25	Nightmove
	September 1	The Revert

Councilman Stanton added that if due to inclement weather on Thursday evenings, the performance would be rescheduled to Sunday evening. He concluded by saying that the schedule will be posted in Town Hall as well as published in the News Herald.

Re-Opening of Old Ravena Road South Bridge

Supervisor Hotaling stated that this item was not on the agenda and then asked that Councilwoman Rogers make the announcement of the opening of the Old Ravena Road South Bridge.

Councilwoman Rogers stated that on June 21st there was a ribbon cutting for the re-opening of the South Bridge on Old Ravena Road, which Mr. Breslin, Mr. Franchini, Mr. Clouse, Mr. Schaefer, Supervisor Hotaling, Councilman Conrad and herself attended. She added that it has been a long time coming and they are happy to see it open.

Supervisor Hotaling stated that they are looking forward to a cooperative spirit with Albany County and Clough Harbour Engineering Firm to get the North Bridge replaced as well.

PUBLIC COMMENT

Supervisor Hotaling invited the public to comment at this time.

Mr. William Bailey, Village Trustee, stated that in looking at the Town and Village website he read the Town's policy regarding the charge for pool passes and coupons. He added that this disturbs him, as he believes that this is the only service that the Town of Coeymans provides its constituents. He added that there is not a charge for the parks or the boat launch and it is inappropriate to charge for this service and not the rest of the services.

Supervisor Hotaling stated that the thought was that user fees would be appropriate given the cost of the agreement reached with the Village, which was based on the percentage of use of the Town outside of the Village residents. He added that the entire tax payer base outside of the Village was footing the bill, even those that had not used the pool at all and the amount collected will not cover the entire cost that the Town will be paying the Village, however it is a small portion that the users themselves will be contributing a weighted amount as compared to the other taxpayers outside of the Village. He concluded by saying that he believes that it is the right thing to do and he does not believe that it is a burden on those that wish to use the pool.

Mr. Bailey reiterated that there is not a fee to use the boat launch.

Supervisor Hotaling stated that the Town does not have to pay a fee to the State of New York to use the boat launch, as the Town has to pay the Village to use the pool.

Mr. Bailey stated that the Town pays to maintain the boat launch and the Town is paying the Village to operate and maintain the pool he added that there has to be a crew to put out the docks and maintain the park area.

Supervisor Hotaling stated that the park is maintained on a regular basis.

Mr. Bailey added that every one in the Town of Coeymans can utilize the park and there is no charge.

Supervisor Hotaling added that every taxpayer including those in the Village contribute to the operation and maintenance of the park and unlike the pool, only those living outside of the Village have to pay to use the pool because they are the only taxpayer dollars going in to pay the Village.

Mr. Bailey stated that Village taxpayer dollars are being paid for the majority of the cost of the pool and those residents are not charged for the use of the pool.

Supervisor Hotaling stated that it is admirable and the Village might be in a better position but at this point with the budget that they are dealing with, the fair way to do it is to have a user fee.

Mr. Bailey stated that his question is that there are not any user fees with anything else and he does not feel as though it is fair to charge for the pool. He concluded by saying that he wished to express this.

Supervisor Hotaling stated that his point was well taken and then asked if there was any other Public Comment, hearing none he moved to the next agenda item.

APPROVAL OF MINUTES

Supervisor Hotaling stated that there were three sets of minutes for Town Board approval:

May 23, 2005	Bid Opening (WWTP Project)
May 23, 2005	Town Board Meeting
May 26, 2005	Bid Opening (Highway Dept. Roller)

He then asked for a motion to approve the minutes either individually or collectively.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Rogers, the minutes were accepted as amended by the Town Clerk. VOTE – AYES 5 – NAYS 0 – SO MOVED

Discussion – Councilwoman Chmielewski stated that there were some corrections to be made on the May 23rd Minutes.

Supervisor Hotaling asked that Town Clerk Millious make the necessary changes.

SUPERVISOR'S REPORT

May 2005

FUND	BAL. FWD	RECEIPTS	DISBURSEMENTS	BALANCE
GENERAL	\$1,799,860.18	\$ 47,463.16	\$(1,296,918.97)	\$ 550,404.37
PART-TOWN	\$ 38,497.86	\$ 1,896.78	\$(29,686.89)	\$ 10,707.75
SPEC. WATER	\$ 41,382.36	\$ 951.19	-0-	\$ 42,333.55
TRUST & AGCY.	\$ 561.91	-0-	-0-	\$ 561.91
HIGHWAY	\$ 615,786.68	\$ 40,179.95	\$(247,092.84)	\$ 408,872.79
SEWER & SEWER CAP. PROJECT	\$ 246,824.40	\$ 1,792.13	\$(148,035.63)	\$ 100,580.90
			TOTAL REC. BAL.	\$1,113,461.27

CD – CITIZENS BANK 90 DAYS
D FUND \$ 200,000.00
S FUND \$ 100,000.00
A FUND \$ 100,000.00

CD – FIRST NIAGARA 90 DAYS
A FUND \$1,000,000.00

SAVINGS ACCOUNTS

SECTION 8 – HUD

UNEMPLOYMENT \$ 3,085.46
GROVE CEMETERY \$ 56,070.56
SEWER DEDICATED \$ 6,072.65
TOTAL \$ 65,228.67

OCCUPIED UNITS 72
HUD PAYMENTS \$32,684.00
ADMIN. FEE \$ 280.35
TOTAL HUD PMT. \$32,964.35

CONTRACT RENT \$46,838.00

**COLLATERAL
COVERAGE**

FDIC Coverage

Collateralized

**NATIONAL BANK OF
COXSACKIE**

\$100,000.00

\$2,994,521.72

Supervisor Hotaling asked for a motion to approve the Supervisor's Report.

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Stanton, the Supervisor's Report for May 2005 was approved as read. VOTE – AYES 5 – NAYS 0 – SO MOVED

DEPARTMENT REPORT REVIEW

Building Department Monthly Report – April 2005

Supervisor Hotaling asked that Councilman Conrad give the Building Department Monthly Report.

Councilman Conrad continued by giving the report.

Town Clerk Monthly Report – May 2005

Supervisor Hotaling asked that Town Clerk Millious give her Monthly Report.

Town Clerk Millious continued by giving her report.

Police Department Monthly Report – May 2005

Supervisor Hotaling asked that Chief of Police Giroux give his Monthly Report.

Chief Giroux continued by giving his report.

Supervisor Hotaling asked for a motion to accept the Building Department, Town Clerk and Police Department Monthly Reports.

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad the Building Department, Town Clerk and Police Department Monthly Reports were approved as read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Councilwoman Chmielewski asked that Chief Giroux breakdown the traffic tickets between the Town and Village.

Chief Giroux stated that he could.

OLD BUSINESS

Bid Opening – Roller

Supervisor Hotaling stated that Highway Superintendent Deering had requested that an old highway roller be put out to bid and in turn it was. He added that the Bid Opening was May 26, 2005 and there was one bid and then asked Town Clerk Millious to give the details.

Town Clerk Millious stated that there was one bidder, Mr. Donald Trickey and it was in the amount of \$575.00.

Supervisor Hotaling asked Highway Superintendent Deering if the bid was acceptable.

Highway Superintendent Deering stated that it was.

Supervisor Hotaling asked for a motion to award the bid to Mr. Trickey.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Chmielewski, the used highway roller was awarded to Mr. Donald Tricky for the amount of \$575.00.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Sewer Cleaning & Videotaping

Supervisor Hotaling asked that Councilman Conrad give an update on the sewer cleaning and videotaping.

Councilman Conrad stated that there were some concerns with some pipes and there was a resolution passed by the Town Board to videotape the sewer lines up to and not to exceed a certain amount.

Supervisor Hotaling interjected that the amount was exceeded out of necessity.

Councilman Conrad stated that in order to move the process along quickly they operated without having a quote in writing from Lash Engineering and they proceeded on a "word of mouth" situation between Chief Operator Breedlove and himself and then the Town Board, which was to include a discount. He added that the discount was not stated during the meeting and this was the reason for the price, however the price was still lower than the other municipal services that provided a quote.

Supervisor Hotaling interjected that the discount was a 20% reduction in the equipment rentals but the labor remained the same. He added that there is now a cost in the amount of \$3,664.00, which is approximately \$300.00 more than was authorized in the past resolution. He then asked for a motion to grant payment in the amount of \$3,664.00.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Chmielewski to approve the \$3,664.00 bill for Lash Contracting of which the work was already completed, on the basis of a misunderstanding of the previous motion.

VOTE – AYES 5 – NAYS 0 – SO MOVED

NYS Dept. of Transportation re: Malphrus Property

Supervisor Hotaling stated that in May he had received a letter from the New York State Thruway Authority relative to a letter that they had received from a person traveling the Thruway and coming into the Town of Coeymans he observed a view of the Malphrus property. He added that the individual asked that the Thruway Authority determine who is responsible for having the mess cleaned up. He added that he had also received a call soon after receipt of the letter from a Real Property Specialist from the Department of Transportation who had also received a copy of the letter. He continued by saying that there were discussions with Mr. Roberts from the Department of Transportation and he shared some information with him as well as some documents from Mr. Malphrus in addition for a demand for the Town of Coeymans to pay rent in the amount of 2 billion dollars, the City of Albany to pay 11 billion dollars and the Town of Bethlehem to pay 11 billion dollars. He added that they had discussed how they would reply to the Thruway Authority, which resulted in a letter being written by Town Attorney Rotello, and the letter made reference to the Code of Federal Regulations, Title 23, Part 751. He then

thanked Councilman Conrad for bringing this to their attention and continued by reading the following excerpt:

“it appears that the New York State Department of Transportation and Thruway Authority are in the best position to take action against Mr. Malphrus pursuant to this section of the law”

Supervisor Hotaling added that the Thruway Authority is responsible for taking care of this matter and have been placed on Notice by the Town of Coeymans and in spite of the fact that the Town has spent over 20 years of effort and ten of thousands of taxpayer dollars trying to clean up that area, and in spite of their best efforts, it is now time for the State of New York to take some action. He concluded by saying that he had also sent a letter to the motorist who had originally inquired about the property and hopefully the Thruway Authority and Department of Transportation will accept their challenge and responsibility to do something about it.

Expenditure of Highway Monies

Supervisor Hotaling stated that during the budget season of 2005, Highway Superintendent Deering suggested to the Board that a certain amount of money be placed in the budget for the repair of roads. He added that the Town Board created within the budget an amount less than requested and it ended up being \$135,000.00 and Superintendent Deering has provided the Town Board a copy of the roads that he intends to repair for the amount in the budget allocated. He added that it does require the signatures of a majority of the Town Board as well as the Highway Superintendents signature and then it is forwarded to Albany County. He added that the expenditure includes the following: Pine Ridge Road from Lindskoog Road for a distance of .30 miles in the amount of \$14,500.00, Lindskoog Road at Mueller Road leading to a dead end for a distance of .10 mile for \$10,500.00 and Lindskoog Road from Zinman Farm leading to SR 143 for a distance of 2.53 miles not to exceed \$98,200.00.

Highway Superintendent Deering interjected that Lindskoog Road itself will not be finished until next year.

Councilwoman Chmielewski added that she wanted to correct the fact that she thought \$135,000.00 plus \$59,000.00 that he gets for C.H.I.P.S. was the total, but it is not because the \$59,000.00 is in the budget as a revenue coming in but there is not a special line item as an appropriation of it going out. She concluded by saying that the total is \$135,000.00.

Highway Superintendent Deering stated that there is a bit more in C.H.I.P.S. money but he didn't have the figure with him. He added that he usually gets around \$59,000.00 and this year he got approximately \$61,000.00.

Supervisor Hotaling asked for a motion to approve the Expenditure of Highway Monies.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Rogers to approve the Expenditure of Highway Monies.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Change Workshop from 08/09/05 to 08/23/05

Supervisor Hotaling stated that the next Special Town Board Workshop for the Comprehensive Plan was scheduled for August 9th and due to a scheduling conflict the date tentatively was changed to August 23rd at 6:00pm. He then asked for a motion to officially change the date.

MOTION

On motion of Councilman Conrad, seconded by Councilman Stanton, to change the August 9th Special Town Board Workshop to August 23rd at 6:00pm.

VOTE – AYES 5 – NAYS 0 – SO MOVED

NEW BUSINESS

Retirement of Building Inspector

Supervisor Hotaling stated that he was in receipt of a correspondence from Building Inspector Downes stating that he would be retiring June 24, 2005. He then asked that Councilman Conrad, as liaison to the Building Department, to say a few words.

Councilman Conrad asked for the public's patience due to the retirement of the Building Department Clerk and Building Inspector. He added that Mr. Downes had been full-time Building Inspector since 1999 and he wishes him the best with his retirement and continued by saying that the Town will miss his expertise and services.

Supervisor Hotaling asked for a motion to accept the resignation.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Chmielewski, Building inspector Downes' resignation was accepted.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Supervisor Hotaling continued by saying that he had sent a letter expressing the Town Board's gratitude on behalf of the residents of the Town of Coeymans and also wished him well.

June 7, 2005

Supervisor Ronald K. Hotaling, Jr.
18 Russell Avenue
Ravena, NY 12143

Dear Mr. Hotaling:

Please be advised that I will be retiring from my position as Building Inspector/CEO for the Town of Coeymans effective June 24, 2005. My last day of work will be June 23, 2005.

Sincerely,

Edward P. Downes

Resignation of Planning Board Chairman

Supervisor Hotaling asked that Councilwoman Chmielewski read the letter of resignation from Peter Foronda, Planning Board Chairman.

Councilwoman Chmielewski read the following:

May 25, 2005

Mr. Ronald Hotaling
Town of Coeymans Supervisor
18 Russell Avenue
Ravena, NY 12143

Dear Mr. Hotaling,

Please accept my resignation as a Planning Board Member, effective May 31, 2005. In my quest to combine New York State Retirement System credits with New York State Teacher's Retirement credits, the rule dictates that I resign my position as a Planning Board Member. The rules further state that I may be re-appointed after a noted break in service. I have enjoyed serving, as a Planning

Board Member for almost fourteen years and at the Town Board's pleasure would like to be re-appointed.

Sincerely,

Peter Foronda

Councilwoman Chmielewski stated that Mr. Foronda is thinking of retirement from his employment and in order to do this there has to be a break in his service to the Town.

Supervisor Hotaling asked for a motion to accept his resignation.

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilman Stanton, the resignation was accepted.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Resignation of Voting Machine Custodian

Supervisor Hotaling stated that last year there was a search for a Voting Machine Custodian and there was an interested party and in turn he was appointed by resolution. He added that it became time for training and he then advised that due to personal problems he could not fulfill this position. He continued by reading the resignation letter.

To: Diane L. Millious, Town Clerk of Coeymans
18 Russell Avenue
Ravena, NY 12143

From: David M. Kustyn
148 Old Ravena Road
Lot F-19
Selkirk, NY 12158

Dear Diane:

Sorry but I have to resign and I am unable to accept the Voting Machine Custodian position I have been appointed to by the Town of Coeymans. Please pass this letter on to the Town Board. Thank you for all your efforts in this situation.

Yours truly,
David M. Kustyn

Supervisor Hotaling asked for a motion to accept the resignation.

MOTION

On motion of Councilman Conrad, seconded by Supervisor Hotaling, to accept the resignation.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Supervisor Hotaling stated that he has taken the liberty of communicating with the party chairman that needs to have the custodians and to date has not gotten a response and he will follow-up on this.

Easement on John Street

Supervisor Hotaling stated that he had been contacted by a citizen on John Street relative to an easement that would alleviate the water run off at the end of the street. He added that he had given it to Councilwoman Rogers as the Highway liaison and in turn she had a discussion with Highway Superintendent Deering. He then asked Highway Superintendent Deering if anything had been done.

Highway Superintendent Deering stated that he had met with Town Attorney Rotello and in addition had spoken to the resident that was concerned with the water. He added that he told the resident that he would do something about the problem if it is in the Town's legal rights to do so as there seems to be a problem with the wording of the easement. He continued by saying that the footage does not match up with the easement.

Councilman Conrad interjected that he had spoken with Town Attorney Rotello after he had met with Highway Superintendent Deering and the problem is that the easement itself does not reflect the wording that actually took place at a meeting of the Town Board prior to the easement being issued. He added that it was supposed to be 50 feet wide running to where the water would naturally drain with an open swale and it was written as 50 feet, so it is only 50 feet long and not 50 feet wide.

Councilwoman Chmielewski asked if there were minutes to the meeting.

Councilman Conrad stated that there were but the minutes are not what counts, the easement filed with the Town Clerk's Office is what counts. He added that there is also a piece of property that goes beyond this and it has been plowed and maintained by use so there are two deeds along with an easement and a piece of property that the Town has been using and by use the Town has

incurred the property. He continued by saying that Town Attorney Rotello is going to follow it up with the property owner to see if he can get a written easement with a description, which may have to be drawn up by a surveyor in order to give it a legal description and to make it legal as far as the Town is concerned so that the drainage problem can be alleviated.

Councilwoman Rogers interjected that there has been discussion with the property owner and they don't have a problem with working out an easement.

Councilman Conrad reiterated that they have to get a written easement from the property owner and make it a legal agreement between the property owner and the Town of Coeymans in order for the Highway Department to do the work and Town Attorney Rotello will get together with the property owner and then discuss it with Highway Superintendent Deering and the property owner.

Supervisor Hotaling added that based on the Town Board Meeting schedule, it would not be until the end of July that the Town Board would be able to hire out a surveyor.

Councilman Conrad stated that it may not come to that and it might be able to be worked out with the property owners that have the concern and it could be as simple as an easement so many feet within the property lines.

Supervisor Hotaling added that he believes that there is a cooperative spirit.

Councilman Chmielewski interjected that they have to wait until Town Attorney Rotello reviews it and meets with the property owners and they have something in writing before any work is done.

Councilman Conrad stated that in speaking with Town Attorney Rotello they do have to wait and get some kind of agreement in writing.

Inter-Municipal Agreement Between Town of Coeymans & Village of Ravena – Joint Police Chief

Supervisor Hotaling stated that he had been made aware of the fact that the Inter-Municipal Agreement with the Village relative to the Joint Chief of Police will expire on November 1, 2005 in addition to the agreement calling for a Joint Meeting of the Boards to occur on or before the third Monday in September to review the terms and provisions of the agreement. He added that he sent a letter to Mayor Bruno on June 7, 2005 suggesting that they meet in small groups to discuss the agreement. He continued by saying that earlier in the day he received correspondence from Mayor Bruno indicating that he along with Trustee Bob Wade will be representing the Village for negotiations in regard to the agreement and Supervisor Hotaling should contact him regarding a meeting time. He concluded by saying that if the Town Board agrees, they will move forward on

this as well as identifying the Town's representatives and added that the sense of each Board should be reflected in the negotiations in addition to the Police Chief being involved in the process.

Councilman Conrad expressed his desire to be involved as a Town representative.

Supervisor Hotaling then asked for a motion to identify the two Town representatives.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Rogers, authorizing Supervisor Hotaling and Councilman Conrad to serve as representatives of the Town relative to discussion with the Village representatives regarding the Joint Police Chief Inter-Municipal Agreement.
VOTE – AYES 5 – NAYS 0 – SO MOVED

Supervisor Hotaling encouraged input from the public and gave his office phone number.

Establish Public Hearing Date for Section 8

Supervisor Hotaling stated that the Town Board has to establish a Public Hearing date for the Section 8 Program and there is a 45-day period in which it has to be advertised. He added that there are some concerns amongst the Town Board relative to how the program currently exists and what options are available as far as whether to continue, modify or end the Program in the Town of Coeymans. He reiterated that they need to establish the date and asked that the Town Board allow him to identify and establish the date for publication purposes.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Chmielewski, authorizing Supervisor Hotaling to identify and establish the date for the Section 8 Public Hearing and in turn direct Town Clerk Millious to cause Public Notice.
VOTE – AYES 5 – NAYS 0 – SO MOVED

Supervisor Hotaling stated that he expressed to Mr. Mastrianni that it might be in his best interest to attend a Town Board Workshop to discuss the Town Board's concerns prior to the Public Hearing.

Councilman Conrad stated that they need to get some figures based on the Town/Village portions and they need to discuss their concerns about the code enforcement problems not being dealt with efficiently.

Councilman Stanton inquired as to how many Section 8 residences are outside of the Village.

Supervisor Hotaling stated that there are 39 units in Oakbrook, which represents 50% of the total of authorized units and amongst the balance there are 10-12 that are ported out to other areas as well as some being ported in. He added that there are 30 units outside of Oakbrook in the HUD Program and there are similar concerns with code enforcement issues. He concluded by saying that there are several areas of concern that Mr. Mastrianni has to represent himself to satisfy the Town Board as to whether or not the program will be continued.

Councilman Conrad stated that he personally is against the program and they need to reach out to the people of the Town because there are a few very needy that need the program and possibly they could downsize the program.

Supervisor Hotaling clarified that the program is run by the Town of Coeymans, which includes the Village and they can discuss their concerns as well but it is the Town's obligation to address the concerns and this is why they need input from Joe Mastrianni in addition to legal input as far as what their options are. He concluded by saying that there are several generational families that have a need for HUD assistance but when you weigh out the total of 81 units that are available, a small percentage would probably be those generational families and a lot of the other ones are transients, who are entitled to the benefits as well but when they put a strain on the resources of the Town, Village and School it has to be reexamined to see what makes sense.

Councilman Conrad interjected that it also required another annual audit for the Town, which is paid by taxpayer dollars.

Councilwoman Rogers added that she does not think that the program is as strict as it used to be and now it seems as though they are not doing their job and if the houses were inspected like they should be it would also cut a lot out of the program.

Supervisor Hotaling added that many agencies are experiencing cut backs in staff and the frequency in which they inspect gets further apart but ultimately it is the Town's decision and they need to get input from Mr. Mastrianni. He then asked the Town Board if they would like for Mr. Mastrianni to attend the July 19th Workshop.

Collectively it was agreed that he should be present to answer some questions and address some concerns that the Town Board has regarding the Section 8 Program.

Change in Assessors Hours

Supervisor Hotaling stated that there was a request for a change of hours by Sole Assessor, Laura VanValkenberg, to change her evening hours from Tuesday to Monday evenings beginning July 25, 2005, from 5-8pm. He added that if there are any questions to call Town Hall.

Councilwoman Chmielewski interjected that she has also increased the number of hours that she will be available.

Supervisor Hotaling stated that she has always been very accommodating to anyone that has not been able to make it in during her scheduled hours and will make an appointment outside of those hours.

RESOLUTIONS

RES. # 73-05 APPOINT PART-TIME CLERK 1 – BUILDING DEPARTMENT

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

WHEREAS, the recent retirement of the Building Department staff member has reduced departmental coverage within Town Hall, and

WHEREAS, the Town Board believes that additional part-time staff people will provide necessary office coverage, and

WHEREAS, the Town Board has reviewed the applications for employment on file,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Shelly A. Fitch to the position of part-time Clerk I, at the hourly rate of \$10.23, effective immediately.

RES. #74-05 APPOINT FOOD FOR THOUGHT COUNSELORS

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

WHEREAS, the summer Food for Thought Program is in need of counselors to handle the children who have signed up for the program,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint the following individuals as Food for Thought Counselors for the Summer Youth Program.

Pat Alicandro per hour	\$8.00 per hour	Brendan Principato	\$8.00
Teri Darlington per hour	\$8.00 per hour	Patricia Visconti	\$8.00
Kevin Curdgel \$5.75 per hour	\$5.75 per hour	Andrea Preville	
Ashley Golgoski per hour	\$5.75 per hour	Sabrina Pry	\$5.75
Lauren Howley \$5.75 per hour	\$5.75 per hour	Emilie Searles	
Marie Myers \$5.75 per hour	\$5.75 per hour	Chris Vasquez	

The appointment is effective July 7, 2005 to August 12, 2005, and will be at the hourly rate indicated above.

Supervisor Hotaling stated that he had spoken with Youth Director Crowley earlier in the day and she is in the final stages of planning for the Food for Thought Program. He added that there are 140 applications for the five-week program. He added that announcements would be forthcoming.

RES. #75-05 APPOINT FOOD FOR THOUGHT BUS DRIVER

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

WHEREAS, the summer Food for Thought Program is in need of an experienced bus driver for transportation, July 11, through August 12, 2005, and

WHEREAS, one bus will provide the necessary transportation, instead of two as in previous years, and

WHEREAS, Karen Beachler has driven buses for the program in the pas and has the required experience,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans authorizes the Supervisor to hire Karen Beachler as the designated bus driver at the hourly rate of \$12.00.

RES. #76-05 AUTHORIZE AGREEMENT WITH BAS FOR TOWN CLERK SOFTWARE

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

WHEREAS, the Town Clerk of the Town of Coeymans desires to contract with BAS (Business Automation Services, Inc.) to obtain services for the Town Clerk's Property Tax Software,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Town Clerk Diane L. Millious to enter into an agreement with BAS (Business Automation Services, Inc.) to provide the software and services, and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor Ronald K. Hotaling, Jr. to also sign said agreement.

RES. #77-05 AUTHORIZE CONTRACT FOR TOWN HALL GARAGE ROOF REPAIR

On motion of Councilwoman Chmielewski, seconded by Councilman Stanton, the following resolution was APPROVED – VOTE – AYES 4 – NAYS 0 – ABSTAIN 1 (Conrad) SO MOVED

WHEREAS, the roof of the Town Hall attached garage is in serious disrepair, and

WHEREAS, the Building Maintenance Supervisor has contacted roofing companies and received quotes from four companies, and

WHEREAS, the Town Board has reviewed the cost submissions and has confirmed that funds are available in the 2005 Budget,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans, authorizes Supervisor, Ronald K. Hotaling, Jr., to execute a contract with Suburban Construction, 79 Karner Road, Colonie, NY, in the amount of \$4,500 for repair and replacement of the roof on the garage.

RES. #78-05 APPOINT HIGHWAY EQUIPMENT OPERATOR I – HIGHWAY DEPARTMENT

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

WHEREAS, the Superintendent of Highways is desirous of filling a position of Equipment Operator I at the Highway Department, and

WHEREAS, the Albany County Civil Service Department has confirmed this job title as a non-competitive position requiring the chosen candidate to meet minimum qualifications, and

WHEREAS, the Highway Superintendent has confirmed the candidate meets minimum qualifications,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Gilbert Stevens, Jr., effective immediately, to the position of Highway Equipment Operator I, at the hourly rate of \$13.50, contingent upon a successful pre-employment drug screening report.

RES. #79-05 RE-APPOINT BOARD OF ASSESSMENT REVIEW MEMBER
On motion of Councilwoman Rogers, seconded by Councilman Stanton, the following resolution was APPROVED – VOTE – AYES 5 – NAYS 0 – SO MOVED

WHEREAS, the term of Angelo Rosato on the Board of Assessment Review is to expire on September 30, 2005, and

WHEREAS, the Town Board has met with Mr. Rosato and determined his service to be of value to the Town, and

WHEREAS, Mr. Rosato has expressed an interest in retaining a seat on the Board of Assessment Review,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Angelo Rosato to a five-year term on the Town of Coeymans Board of Assessment Review to expire September 30, 2010.

Supervisor Hotaling stated that Mr. Rosato has to take an Oath of Office within 30 days of the existing termination date.

RES. #80-05 APPROVE DATA ENTRY SERVICES

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

WHEREAS, the Town Board of the Town of Coeymans has undergone a concerted effort to accurately ascertain the fiscal status of the town for the years 2001, 2002 and 2003, and

WHEREAS, many staff hours have been devoted to the data collection for entry in accounting software set up by Marvin & Company, the Town's auditing/accounting firm, and

WHEREAS, we are in receipt of a proposal from Claire Morrison for data entry services for the purpose of conforming the data to the accounting firm needs, and

WHEREAS, the Town Board deems it important to continue this process as quickly as possible,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans accepts the proposal from Claire Morrison to accomplish this task at a rate of \$12 per hour. It is anticipated that this task will take approximately 100 hours and be completed by September 30, 2005.

RES. #81-05 APPROVE TRANSFER OF FUNDS

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, the following resolution was APPROVED – VOTE – AYES 5 – NAYS 0 – SO MOVED

WHEREAS, the following account has been exhausted because of unforeseen expenditures,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor Ronald K. Hotaling, Jr., to modify the 2005 Budget as follows:

Amount	From Account	To Account
\$2,535.00	B9089.8 Other Employee Benefits	B9010.8 R
\$2,000.00	A5010.1 Deputy Highway Superintendent	A5132.4 Highway Garage
\$1,620.00	S9010.8 Retirement	
\$1,600.00	S9089.8 Other Employee Benefits	S9050.8 U
\$1,789.00	A1990.4 Contingency	
\$3,703.00	D9060.8 Health	
\$3,704.00	D9089.8 Other Employee Benefits	D9010.8 R

RES. #82-05 APPROVE JUNE 2005 ABSTRACT

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

ABSTRACT	VOUCHER #	AMOUNT
GENERAL (A)		
General Pre-Pay	798-821	\$133,856.98
General	863-924	\$ 23,256.35
	General Total	\$157,113.33
PART-TOWN (B)		
Part-Town Pre-Pay	822-832	\$ 27,343.38
Part-Town	925-936	\$ 2,480.59
	Part Town Total	\$ 29,823.97

HIGHWAY (D)		
Highway Pre-Pay	833-840	\$ 28,659.08
Highway	937-982	\$ 40,361.23
	Highway Total	\$ 69,020.31
SEWER (SS)		
Pre-Pay Sewer	841-853	\$ 8,847.30
Sewer	983-999,1002	\$ 9,602.96
	Sewer Total	\$ 18,450.26
GROVE CEM. (TE)		
Grove Cemetery	854-855	\$ 118.42
	Grove Total	\$ 118.42
CAPITAL PROJECT (H)		
	1000-1001	\$ 5,739.97
	Capital Proj. Total	\$ 5,739.97
	TOTAL FOR ALL FUNDS	\$280,266.26
TRUST & AGENCY (TA)		
Trust & Agency Pre-Pay	856-862	\$166,733.52
	Trust & Agcy. Total	\$166,733.52

CORRESPONDENCE

A.W. Becker Elementary School

Supervisor Hotaling stated that he received a letter addressed to the Town of Coeymans Highway Superintendent thanking him for the donation of woodchips for their Memorial Garden dedicated to the victims of 9/11 and other family members and friends that were lost.

Village of Ravena – Skateboard Park

Supervisor Hotaling stated that he received a letter from Village Trustee Ann Marie Bonafide asking for him to submit a letter of support for the Village's application for a grant for a Skateboard Park. He added that on behalf of the Town of Coeymans he wrote a letter dated June 8, 2005 supporting the application for a grant.

Village of Ravena – Police Chief Contract

Supervisor Hotaling stated that as reported earlier in the meeting there was a letter dated June 24, 2005 from Mayor Bruno stating the he along with Bob Wade will be representing the Village for negotiations regarding the Joint Police Chief Contract.

Highway Department re: Reliable Roofing

Supervisor Hotaling stated that he received a memo from Highway Superintendent Deering to compliment Dave Conrad and the crew of Reliable Roofing in their efforts to take care of some problem areas on the roof that they replaced during the winter months.

TOWN BOARD WORKSHOPS/MEETINGS

- • Town Board Workshop – July 12, 2005, 6pm (Public Meeting for the Comprehensive Plan – Assets and Liabilities)
- • Town Board Workshop – July 19, 2005, 6pm (Section 8 Discussion)
- • Town Board Meeting – July 25, 2005, 7pm

ADDITIONAL COMMENTS

Supervisor Hotaling asked if there were any additional items to discuss.

Councilman Conrad stated that on Westerlo Street near Blaisdell Avenue there are some concerns with the catch basin that is deep. He then asked Highway Superintendent Deering if anything that can be done to move it out of the traffic pattern.

Highway Superintendent Deering stated that he would take a look at it.

Councilwoman Rogers stated that she wanted to make the public aware of the fact that the Town's Animal Control Officer is only responsible for dogs and if there is a problem with any other animal you should contact a Nuisance Control Officer, which is not provided by the Town and there is usually a minimum fee of \$35.00 per hour.

Councilman Conrad then questioned whether the title of Animal Control Officer is appropriate for the Town.

Supervisor Hotaling stated that the Town's Animal Control Officer does not have the permit necessary to handle other animals as other towns may. He added it

may be a misnomer but the Town's Animal Control Officer controls one animal, which is canine.

Councilman Conrad stated that they might want to look into reclassifying the title with Civil Service.

Supervisor Hotaling interjected that Civil Service has a list for Animal Control Officer and he's not sure if Dog Control Officer exists. He added that they had a difficult time finding someone to fill the position and Councilwoman Rogers made a good point in announcing that the Animal Control Officer is only responsible for dogs and this is consistent with what the law requires them to do and possibly in the next budget they will look into changing the title.

Supervisor Hotaling asked if there was any further business.

Town Clerk Millious stated that she wanted to wish Building Inspector Downes well in his retirement.

Supervisor Hotaling asked for a motion to adjourn the meeting.

ADJOURNMENT

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Chmielewski, the Town Board Meeting was adjourned.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Time – 8:46pm

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Workshop Meeting was held Tuesday, June 21, 2005 at 6:00pm at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling Jr., Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Larry Conrad, Councilman

ALSO PRESENT: Diane L. Millious, Town Clerk
Virginia Pearson, Judge
George Dardani, Jr. Judge
Darryl L. Purinton, CPA, DABFA

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

AGENDA ITEMS

- **Marvin & Co. Exit Meeting for Annual Accounting Audit (Town Law Section 62 & 123)**
- **Town Clerk Software**
- **Equipment for Utility Crew**

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the Workshop.

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Conrad the Workshop was adjourned.

VOTE – AYES 5 – NAYS 0

Time 7:20PM

Respectfully submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Special Town Board Workshop Meeting was held Wednesday, June 15, 2005, at 6:00pm at Town Hall, 18 Russell Avenue, Ravena, New York.

PRESENT: Ronald K. Hotaling, Jr., Supervisor
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ABSENT: Frank D. Stanton, Councilman

ALSO PRESENT: Diane L. Millious, Town Clerk

The Notice for the Special Town Board Meeting was in the Ravena News Herald and Town Clerk Millious posted the notice.

NOTICE

**SPECIAL
TOWN BOARD MEETING**

In compliance with Public Officer's Law, this will inform you that the Town Board of the Town of Coeymans has scheduled a Special Town Board Meeting. The purpose for the televised Workshop is to respond to a request by Selkirk Coeymans Ravena Against Pollution (SCRAP) to address the Town on the issue of the proposed siting of the Albany City Regional Landfill. The meeting will be held at 7:00PM on Wednesday June 15, 2005 at Town Hall, 18 Russell Avenue, Ravena, NY.

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

The following was distributed to the audience prior to the meeting:

IN A NUTSHELL

- *Approximately 360 acres of land is being purchased by the City of Albany for a landfill.
- *The land borders the Coeymans Creek.
- *A significant portion of the land is wetlands.
- *The land is approximately 1/2 mile from the RCS Middle and High School campus.

- *It is approximately 1 mile from Pieter B. Coeymans Elementary School.
- *The land is appraised at \$400/acre and is being purchased by Albany City for as much \$11,000.00/acre.
- *Albany City will use the landfill to generate money for their city through tipping fees.
- *Realtors estimate that property values in the RCS area will drop 30-50%.
- *In 1998, the Town of Coeymans and citizens of both Albany and RCS filed a lawsuit.
- *The lawsuit was won by the Town of Coeymans and the citizens.
- *The case summary states that “the NYS Environmental Quality Review (SEQRA) demanded strict compliance, and the city (Albany) had attempted to avoid their involvement of the Department of Environmental Conservation by improperly constituting itself as a lead agency.”
- *The City of Albany was not to purchase the land until DEC completed their work.
- *The city continues to purchase the land for the purpose of locating a landfill there.
- *The last option agreement with the owners of the land indicates that the City of Albany will take title to the land after the last payment in October, 2006.
- *A subsequent lawsuit was filed by citizens of RCS in May 2005 to stop the purchase of the land based on the ruling of the first lawsuit.

STAY INFORMED

Meeting Wednesday July 13, 2005, 7:00 p.m. at the Mother McCauly Knights of Columbus Council Hall, 95 Main Street, Ravena, NY 12143

SUPERVISOR’S OPENING

Supervisor Hotaling welcomed everyone to the Special Town Board Workshop and continued by saying that it was being televised due to the content of the presentation and added that the Town Board had been approached by an organization called SCRAP (Selkirk-Coeymans-Ravena Against Pollution), which is an organization that has for years fought to keep the City of Albany from siting and placing a landfill in the Town of Coeymans. He continued by saying that the Town Board wanted to provide an opportunity for participation not only for those in attendance but also those at home watching the meeting and a mechanism has been provided for them to call in their questions. He added that in his 16 years of public service there has never been a topic more passionate than the siting of the City of Albany Landfill and years ago as a Councilman, the Town of Coeymans was asked to join the ANSWERS consortium and it came with a caveat that they would have to forgo any further litigation or opposition to siting

the landfill in the Town of Coeymans and he along with his colleagues stood against that and refused to sign what they considered a coercive contract. He continued by saying that during his campaign for office he found that there was a tremendous difference of opinion about the landfill and in the Coeymans Hollow area there were residents that are in favor of having a landfill in the Town and as he got closer to the Village of Ravena the concern was property value protection and added that he would like to make sure that if the landfill is in fact sited in the Town of Coeymans the property land values need to be protected. He reiterated that it is a very passionate subject and this is the reason that the Town Board is providing a forum for SCRAP to present their views as to why the landfill should not be sited in the Town of Coeymans. He continued by saying that in addition they held a Workshop for the purpose of developing a Comprehensive Plan and in prior years there were efforts and planning that didn't get approved and it is this Town Board's view that they will see through to the conclusion a Comprehensive Plan for the Town of Coeymans and in order to do this successfully there needs to be input from the public and several Workshops have been dedicated and planned solely for discussion on the development of a Comprehensive Plan and the next Workshop will be July 12th at 6:00pm and it is a Public Workshop devoted to getting input from members of the community about the assets and liabilities of the Town and public input is paramount into getting a successful Comprehensive Plan off the ground. He went on to say that staff of the Laberge Group will be attendance and prior to the meeting they will be reaching out to identifiable stakeholders in the Town to be able to get their input in one-on-one meetings, which will include business owners and organizations within the community and reiterated that they are in need of community input and the August Workshop will be devoted to the visioning efforts of the Comprehensive Plan as to where the community would like to see the Town be in 5-10 years.

He concluded by saying that the Town Board's role at the SCRAP Workshop was to open the Workshop and turn it over to SCRAP, which will include a moderator, panelists, guest speakers and a question and answer period and added that it is not about what the Town Board feels about the landfill but as Supervisor he must be aware of the potential of the siting of the landfill and if it does come to the Town of Coeymans he has to figure out when his role as an opponent makes a transition to a negotiator and the worse thing that could happen is that the residents get nothing for it. He added that in order to get members of the public involved that could not attend the meeting, the opportunity to call in comments or questions will be provided and he will answer the phone and convey the questions or comments to the panel.

Supervisor Hotaling proceeded to turn the meeting over to emcee Ms. Sylvia Lawler and in turn Ms. Lawler invited the panel to come to the front table and then asked each to introduce themselves.

Ms. Lawler welcomed everyone and stated that the last large group assembly was in the mid 90's to confront the ANSWERS consortium about the siting of the landfill in the Town of Coeymans. She added that she will be the emcee for the meeting and each panelist and guest speaker will give an overview of their opposition to the landfill and where they are in the process of fighting its siting in the Town of Coeymans. She added that originally there was a group called CLAWS (Citizens Laws for Alternate Waste Solutions), which later evolved into a group called the Concerned Citizens of Coeymans and is now SCRAP (Selkirk-Coeymans-Ravena Against Pollution) and their opposition to the landfill has been unwavering. She then individually introduced the guest speakers, panelists and moderator and then turned the meeting over to them.

Emcee

Sylvia Lawler, member of SCRAP

Moderator

Lisa Deyo, Editor & Publisher, Southern Albany County Ledger, member of SCRAP

Guest Speakers

Susan Falzon from Friends of Hudson

Tom Ellis from Citizens Environmental Coalition

Panelists

Members of SCRAP: William Knox, Linda Marshall, Sarah Hafensteiner

Each guest speaker and panelist introduced themselves and continued by voicing their concerns and opposition with the siting of the landfill in the Town of Coeymans.

A question and answer period followed, which included several phone in questions from members of the community.

CLOSING COMMENTS

Ms. Lawler stated that for those having any questions or comments not addressed or voiced at the meeting could e-mail them to SCRAP and in addition there is a website with information. She added that she encourages attendance at the Workshops for the development of a Comprehensive Plan.

Ms. Marshall continued by giving the website address as:
<http://homepage.mac.com/kacadaz/Personal1.html>. She added that the email address is scrap004@aol.com.

Ms. Hafensteiner gave the mailing address as: PO Box 79, Coeymans, NY 12045.

Ms. Lawler thanked everyone for coming and turned the meeting back over to the Town Board.

Supervisor Hotaling stated that it is required that they officially adjourn the meeting and announced that the next meeting of SCRAP will be July 13, 2005, 7pm at the Knights of Columbus Hall on Main Street in Ravena.

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the meeting.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Chmielewski, the Special Town Board Meeting was adjourned.

VOTE – AYES 4 – NAYS – 0 –ABSENT – 1 (STANTON)- SO MOVED

Time 9.14pm

Respectfully submitted:

APPROVED:

Diane L. Millious
Town Clerk

A Workshop Meeting was held Tuesday, June 14, 2005 at 6:00pm at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling Jr., Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Larry Conrad, Councilman

ALSO PRESENT: Diane Millious, Town Clerk
Stephanie L. Baron, AICP – Senior Planner, Laberge
Anjali Malhotra, Planner, LaBerge

PUBLIC PRESENT: Sylvia Lawler, Resident
Cynthia Kunz, Resident
Brian Yurcan, Reporter

The following notice appeared in the News Herald and was posted by Town Clerk Millious.

**NOTICE
OF ADDITIONAL
TOWN OF COEYMANS
TOWN BOARD
WORKSHOP MEETINGS**

In compliance with Public Officer's Law, this will inform you that the Town Board of the Town of Coeymans has scheduled additional Town Board Workshop Meetings for the purpose of discussing a Comprehensive Plan for the Town of Coeymans. The additional meetings are scheduled for the following dates:

June 14, 2005 – 6:00pm
July 12, 2005 – 6:00pm
August 09, 2005 – 6:00pm

The meetings will be held at the Town of Coeymans Town Hall, 18 Russell Avenue, Ravena, New York.

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

AGENDA

TOWN OF COEYMANS
Comprehensive Plan and Zoning Ordinance Update
Citizen Advisory Committee Meeting #2
June 14, 2005
6:00PM-7:00PM

- I. **I. Introductions** **(5 minutes)**
 - • Members of Citizen Advisory Committee (CAC)
 - • Consultants
 - Stephanie L. Baron, AICP – Senior Planner
 - Anjali Malhotra - Planner

- II. **II. Review Project Timeline** **(10 minutes)**
 - • Set up dates and time for Asset & Liabilities Meeting
 - • Set up dates and time for Visioning Workshop

- III. **III. Discuss Stakeholder Interviews** **(15 minutes)**
 - • Finalize list of stakeholders
 - • Set up dates and times
 - • Have Mary schedule and mail follow up reminder letter
 - • Set up meeting time with Larry Conrad

- IV. **IV. Review Draft Table of Contents** **(15 minutes)**

- V. **V. Review Draft Land Use Map & Discuss Analysis** **(15 minutes)**

- VI. **VI. Additional Business** **(15 minutes)**
 - • Congratulations on the Greenway Grant Award of \$7,500
 - • Discuss Residential Survey

OPENING COMMENT

Supervisor Hotaling stated that many members of the public for several years have been interested in a Comprehensive Plan for the Town of Coeymans and then invited Ms. Stephanie Baron to give a more in depth introduction as far as the scope of the project starting with their first meeting which was approximately a month ago. He added that it was the only meeting that they had subsequent to engaging Laberge and there was a proposal meeting and a strategy session in which they identified a need to have monthly Workshops dedicated to the Comprehensive Plan

DISCUSSION

Review Project Time-Line

Ms. Baron presented a draft time-line and explained that this is what they will be doing for the next year and a half and together with the community they plan to gather information on what are the most important things facing the Town of Coeymans and how to develop a Comprehensive Plan. Key points of the discussion:

- - Plan to have Comprehensive Plan developed by December.
- - Public Meeting during the next couple of months, dates and times need to be established.
- - First meeting will be Assets and Liabilities of the Town of Coeymans.
- - Town of Coeymans was awarded a Hudson Valley Greenway Grant in the amount of \$7,500.00.
- - After issues are identified together with the community they will work to set up a number of goals for the future, which can include.
 1. 1. Preserving specific areas for natural resources purposes.
 2. 2. Changes to zoning.
 3. 3. Encourage certain types of development in some areas or discouraging it in other areas.
 4. 4. Specific recommendations for expanding public water and sewer.
- - Dates and times for future items need to be scheduled.
- - Documentation needs to exist for each meeting, Town Clerk Millious will accommodate.
- - Asset and Liability Public Workshop Meeting will be July 12, 2005 fro 6-8pm.
- - August 9, 2005 Workshop has to be cancelled and rescheduled to August 23, 2005, it will be the second Public Workshop for the purpose of visioning.

Discussion ensued regarding the Town previously working on a LWRP (Local Waterfront Revitalization Project) and a draft copy was located dated 1997, which did not get adopted. Key points of the discussion:

- - A 1987 draft was found between the Towns of New Baltimore and the Town of Coeymans, a 1997 draft was a more expanded version, which did not extend into Greene County and it was coordinated through the Department of State, which was specific to the Town of Coeymans.
- - The LWRP was completed but never went to Public Hearing.
- - A Committee has to be formed to resurrect the LWRP and bring it to Public Hearing.

Stakeholder Interviews

Discussion ensued regarding the stakeholder interviews and key points of the discussion were:

- - Stakeholders identified at the first meeting will be interviewed and are as follows:
 1. 1. Civill Senior Housing
 2. 2. Senior Projects of Ravena
 3. 3. Ravena Coeymans Historical Society
 4. 4. Alcove Preservation Association
 5. 5. LaFarge
 6. 6. R-C-S Middle and Senior High Schools
 7. 7. Town of Coeymans Police Organization
 8. 8. Coeymans Fire Department
 9. 9. Coeymans Hollow Fire Department
 10. 10. Business Assoc. of Ravena-Coeymans
 11. 11. Youth Services Director for the Town
 12. 12. Town Planning Board Representative
 13. 13. Town Zoning Board Representative
 14. 14. Building Department
 15. 15. Assessor
 16. 16. Highway Superintendent
- - Paul Lawler-Kellogg Foundation, John Bonafide-Office of Parks, Recreation and Historical Preservation should be identified as Stakeholders along with John Biers from P&M Brickyard, Carl Allen from the Marina, Andy Stokes from Callanan Industries Mayor Bruno from the Village of Ravena and realtors within the Town.
- - Confidential Secretary Lewandowski will set up appointments for the interviews.
- - The interviews will be conducted on June 22nd and 23rd.

Review Draft Table of Contents

Discussion ensued regarding the draft Table of Contents and key points of the discussion were:

- - The major topics were included and she will need more information on the following items:
 1. 1. Mosher Park Pool
 2. 2. Coeymans Landing
 3. 3. Mosher Park Pool
 4. 4. Previous LWRP attempts
- - Food for Thought Summer Program, a five week program for the youth of the Town, ages 5-11.
- - Red Cross Swimming lessons at Mosher Park Pool.
- - Refuse disposal, problems the Town is having with the dump proposal and the possibility of the Town having a transfer station.
- - Alternative transportation, Albany Airport is within ½ hr. of the Town and the existence of Delp's small airport.
- - Natural environment, Joralemon Park is the number one Wildflower Preserve in the northeast and in addition there is a Biodiversity Committee that is doing an inventory of the different plant species. Information also is available in the Town Clerk's Office.
- - DEC has been contacted as far as what species of rare or endangered species and habitat of wildlife are within the Town.
- - Ms. Baron would like to accompany a Board Member on a drive around town and have them point out the important and unique features in town.

Additional Business

Ms. Baron congratulated the Town Board on the Greenway Grant Award of \$7,500.00 and continued by asking if the Town Board wants to have the Residential Survey done because it is an additional cost.

Supervisor Hotaling stated that this is something that they can postpone for now until they see what kind of interest they can arouse with the next couple of workshops and see what type of input they get.

Additional points of the discussion:

- - July 12, 2005 is the Assets and Liability Workshop
- - August 23, 2005 is the Visioning Workshop.
- - Attendance and input is paramount.
- - Venue may have to be changed if Town Hall is too small.

- - Brian Yurcan from the Ledger was encouraged to promote the meeting.
- - Possibly circulate flyers in Town departments and door-to-door.

Discuss Land Use Analysis

Discussion ensued regarding the Land Use Analysis and key points of the discussion were:

- - 27% of the land area in the Town is vacant and is the largest portion.
- - Rural residential is the second largest.
- - Councilman Conrad questioned the source and percentages and stated that vacant land is much more.
- - The information was taken from Albany County Real Property Data at the Office of Economic Development.
- - Ms. Baron will meet with Councilman Conrad for a review of his data and maps.
- - The Town is approximately 53 square miles.
- - The Land Use Analysis may not be accurate and a disclaimer should be included on the GIS Maps claiming that it is not 100% accurate.
- - Data needs to be cleaned up in order to be accurate.
- - Some of the identification in the draft text are old names, such as New York Central Railroad and Atlantic Cement and should be changed.

ADDITIONAL DISCUSSION

Ms. Lawler asked Ms. Baron if she was aware of the Draft Hudson River Estuary Action Addendum.

Ms. Baron stated that she was.

Ms. Lawler continued by saying that the grant application for this is due on June 30, 2005 and it was previously announced that a Greenway Grant was awarded to the Town and added that the grants range between \$2,500.00 and \$150,000.00. She added that maybe Ms. Baron can think of something quickly that can be done on the waterfront.

Supervisor Hotaling stated that he had spoken with Ben from Laberge about the Estuary Grant as far as how it relates to the strategy against the landfill and the response that he had gotten is that type of grant application for that type of land acquisition would have to be accompanied by at least an offer or willingness to sell on the part of the landowner in order to make the application more valid. He added that members of the organization

SCRAP had suggested that strategy but he does not have an official willingness to sell on the part of any one of the three landowners that make up the potential landfill site and even if they were willing they would not publicly state it because they could possibly get in trouble because of their agreements with the City of Albany.

Ms. Lawler stated that maybe there might be something else or a smaller grant for the waterfront that they could think of.

Councilman Conrad interjected that the brickyard is for sale.

Supervisor Hotaling stated that in the development of the Hamlet of Coeymans, if the brickyard were taken out of the Industrial Zone such things as river view condominiums or townhouses could be placed there.

Ms. Baron stated that she does not write the grants.

Supervisor Hotaling asked that she take it back for consideration because there is a small window for opportunity.

Ms. Baron stated that she is not sure with the Hudson River Estuary and what their goals are.

Ms. Lawler interjected that there are 5, 10 and 15 year goals and basically they want to make it scenic from the Adirondacks to New York City and restore it to its natural pristine beauty and townhouses or condominiums would probably not be part of it.

Councilman Stanton interjected that he believed part of it was to put walkways along the river all the way down to New York City.

Ms. Lawler stated that it could be read and reviewed now in preparation for next year for some kind of grant.

Ms. Baron added that the goals for the Comprehensive Plan should be in line with that plan.

Supervisor Hotaling added that Ben, Stephanie and their staff have contemplated another grant application for small cities and it would be more during the visioning aspect.

Ms. Baron added that it would be a much larger grant.

Ms. Lawler interjected that her husband, Paul Lawler of the Kellogg Foundation, could possibly do some research into foundations that give small cities grants.

Ms. Baron added that small cities offer grants for strategic plans, which usually are a targeted area focused on economic development, industry improvements, waterfront improvements and this might be something that the Town would want to do for

improvements for the waterfront. She continued by saying that in the Comprehensive Plan they made sure that the goal to look toward doing a strategic plan to improve the waterfront in the future was included, which would be more support for the grant. She concluded by saying that she would like to have a copy of the Estuary Grant.

Ms. Lawler interjected that she could get this from the website.

Supervisor Hotaling asked if there were any other Comprehensive Plan topics for discussion, hearing none he announced that the next Comprehensive Plan Meeting is July 12, 2005, which is a Public Workshop.

ADJOURNMENT

Supervisor Hotaling made a motion to adjourn, seconded by Councilman Stanton, the Town Board Workshop was adjourned. VOTE – AYES 4 – NAYS 0 – SO MOVED

Time 7:30pm

Respectfully Submitted

Diane L. Millious, Town Clerk

A Bid Opening was held on Thursday, May 26, 2005 at 2:00PM, at the Town of Coeymans Town Clerk's Office, 18 Russell Avenue, Ravena, New York.

PRESENT: Diane Millious, Town Clerk
Ronald K. Hotaling, Jr. Supervisor
Lucinda Vatararo, Deputy Town Clerk
Linda Libertucci, Clerk

The following Legal Notice appeared in the News Herald:

NOTICE TO BIDDER

Notice is hereby given that the Town Board of the Town of Coeymans does hereby invite sealed bids for:

One (1) 1975 Layton 3 Ton Roller

All prospective bidders must call the Highway Dept. at 756-2251 during regular business hours between 7:00am – 3:30pm to schedule an appointment to view the item for bid.

Bids will be received at the Town Clerk's Office, Town of Coeymans Town Hall, 18 Russell Ave., Ravena, NY 12143 up to 2:00pm. On Thursday, May 26, 2005 and read aloud on that same day at 2:00 pm.

Non-Collusive bidding forms must be submitted with all bids. The Town Board of the Town of Coeymans reserves the right to waive any informalities and to reject any and all bids.

By order of the Town Board
of the Town of Coeymans
Diane L. Millious
Town Clerk

BID OPENING

- • Donald R. Trickey \$575.00

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Bid Opening was held on Monday, May 23, 2005 at 2:00PM, at the Town of Coeymans Town Hall, 18 Russell Avenue, Ravena, New York.

PRESENT: Diane Millious, Town Clerk
Ronald K. Hotaling, Jr. Supervisor
Edwin L. Vopelak, P.E., C.T. Male

The following Legal Notice appeared in various publications:

**TOWN OF COEYMANS
WASTEWATER TREATMENT FACILITY**

INVITATION TO BID

Sealed Bids will be received at the office of Town of Coeymans, Town Hall, 18 Russell Avenue, Ravena, NY 12143 until 2:00 PM local time on (include day and date)Friday, May 23, 2005, and then at said office publicly opened and read aloud for:

New Clarifier and Aeration Improvements
Town of Coeymans
Wastewater Treatment Facility

The work includes furnishing and installing a secondary clarifier; primary and secondary sludge pumps; process piping; yard piping; aeration equipment; and appurtenances under a base bid with alternates.

The Project shall be completed on or before February 28, 2006.

Bids will be received on a lump sum basis, with alternates and unit prices.

Bids should not include sales and compensating use taxes on materials incorporated into the work.

Bids actually received by mail or by hand after the appointed time on the date specified shall be rejected, notwithstanding that such Bid may have been placed in a mail box or other mail receptacle regularly maintained by the United States Postal Service before such time, and ordinarily in sufficient time to have been delivered on time.

Bid security in the amount of 5% of the Bid must accompany each Bid in accordance with the Instructions to Bidders. The successful Bidder will be required to furnish a

performance bond and a payment bond, each in an amount equal to 100% of the contract price.

Drawings and Specifications may be examined on and after (include day and date) Friday, April 28, 2005 at C.T.MALE ASSOCIATES, 50 Century Hill Dr., P.O. Box 727, Latham, NY 12110-0727, tel. (518)786-7400, from 7:30AM to 4:15PM Monday through Friday, and at Town of Coeymans, Town Hall, 18 Russell Avenue, Ravena, NY between the hours of 9:00 AM and 4:00 PM. Documents may also be examined at eastern Contractors Association, Inc., 6 Airline Dr., Albany, NY 12205, tel. (518)869-5374, from 8AM to 5PM Monday through Friday; at F.W. Dodge, 6 Wembley Ct., Albany, NY 12205 tel. (518)869-5374, from 8:30AM to 5PM Monday through Friday; and at Reed Construction Data, 1275 Broadway, Albany, NY 12204, tel. (518)487-3649, from 8:00AM to 5:00PM Monday through Friday.

Complete sets of Bidding and Contract Documents may be purchased from C.T. MALE ASSOCIATES, P.C. The deposit on the first set is fifty dollars (\$50), to be refunded in full to all Formal Bidders provided that the complete set of Bidding Contract documents (Drawings and Project Manual) is returned to C.T. MALE ASSOCIATES, P.C., postage paid and in good condition within 30 days after the bid Opening. Full refund will be made to non-bidders only if the complete set of Documents is returned to C.T. MALE ASSOCIATES, P.C., in good condition within 7 days after the bid opening. Additional sets of Documents are available at non-refundable cost as listed in the Instructions to Bidders. If requested, documents will be mailed by mail or overnight delivery at additional non-refundable cost of \$8.00 per set for postage and handling.

Payment for documents should be made either in cash or by check. Separate checks should be written for the first set, for any additional Documents, and for postage and handling. Checks for the first set and any additional Documents should be made payable to Town of Coeymans. Check for postage and handling should be made payable to C.T. MALE ASSOCIATE; P.C.

The successful Bidder must comply fully with the requirements, terms, and conditions of the contract for State Assistance WWTP Water Quality Improvement Projects, NYS Department of Environmental Conservation (NYSDEC) Contract No.C301967, NYSDEC Minority/Women Business Enterprise (MBE/WBE) requirements including the goals established for MBE/WBE participation during the performance of the Contract (see Instructions to Bidders). The Bidder commits himself/herself to the performance of positive efforts to achieve the goals for MBE/WBE participation contained therein and all other requirements, terms and conditions of the Bid Specifications by submitting a properly signed Bid. The successful Bidder agrees that he/she will make good faith efforts to subcontract at least 6% of the total value of this contract to minority business and at least 6% to women business. EEO goals (work force make up) at 10% women and 10% minority.

The Town of Coeymans reserves the right to waive any informalities or irregularities in the Bids received, or to reject any or all Bids without explanation.

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

BID OPENING

No bids were received.

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Workshop Meeting was held Tuesday, May 17, 2005 at 6:00pm at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling Jr., Supervisor
Frank D. Stanton, Councilman
Nita J. Chmielewski, Councilwoman
Larry Conrad, Councilman

ABSENT: Dawn Rogers, Councilwoman

ALSO PRESENT: Laura VanValkenburg

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

AGENDA ITEMS

Laura Lane Assessments – George McHugh, Land Developer

Residential Assessment Ratio

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the Workshop.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Chmielewski, the Workshop was adjourned.

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

Time 9:10PM

Respectfully submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Workshop Meeting was held Tuesday, May 10, 2005 at 6:00pm at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling Jr., Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Larry Conrad, Councilman

ALSO PRESENT: Ben Syden, LaBerge
Stephanie Baron, Planner
Brian Yurcan, Ledger
Albert Deering, Highway Superintendent

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

The following Notice of Additional Workshop Meeting was posted in various locations.

**NOTICE ADDITIONAL
TOWN BOARD WORKSHOP
MEETING**

In compliance with Public Officer's Law, this will inform you that the Town Board of the Town of Coeymans has scheduled an additional Town Board Workshop Meeting for Tuesday, May 10, 2005 at 6:00PM. The meetings will be held at Town of Coeymans Town Hall, 18 Russell Avenue, Ravena, NY.

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

AGENDA ITEMS

Comprehensive Planning

LaBerge Group – Ben Syden

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the Workshop.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Rogers, the Workshop was adjourned. VOTE – AYES 5 – NAYS 0 – SO MOVED

Time 8:45PM

Respectfully submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Town Board Meeting was held Monday, May 09, 2005 at 7:00PM at Town of Coeymans, Town Hall, 18 Russell Avenue, Ravena, New York.

PRESENT: Ronald K. Hotaling Jr., Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ALSO PRESENT: Diane Millious, Town Clerk
Joseph Rotello, Town Attorney
Albert Deering, Highway Superintendent (Arrived late)

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

OPENING COMMENTS

Supervisor Hotaling stated that the record should reflect that there is a full Town Board present in addition to Town Clerk Millious and Town Attorney Rotello along with a couple of members of the public. He continued by giving an overview of the agenda.

OVERVIEW OF AGENDA

- Approval of Minutes
 - Town Board Meeting – April 11, 2005
 - Town Board Meeting – April 25, 2005
- Old Business
 - Snowmobile Trail Grant Application 2005-2006
- New Business
 - First Quarter Sales Tax Distribution
 - Resignation of Two Highway Equipment Operators
 - Speed Limit – Old Ravena Road
- Resolutions
 - Authorization to Sign Sewer Agreement
 - Authorization to Sign Application of Funds from Hudson River Valley Greenway Communities Council
 - Appointment of Highway Superintendent
 - Appointment Equipment Operator I

- Eminent Domain Law Procedure & Findings – Old Ravena Road Over CSX
Transportation (North Crossing)
- Correspondence
 - Office of Parks, Recreation & Historic Preservation – VanDerzee Farm
 - Joseph E. Mastrianni, Inc. – Section 8 Program
 - Law Enforcement Officers Union, Council 82
- Town Board Workshops/Meetings
 - Town Board Workshop – May 10, 2005, 6PM
(LaBerge Group – Comprehensive Planning)
 - Town Board Workshop – May 17, 2005, 6PM
(George McHugh, Laura Lane Assessments)
(Residential Assessment Ration – ORPS)
 - Town Board Meeting – May 23, 2005, 7PM

PUBLIC ANNOUNCEMENT

Supervisor Hotaling stated that at the last meeting they were up in the air as to why May 10, 2005 was listed as a Workshop Meeting and he concluded that it should not have been and it was left with the public that it would be retracted from the agenda. He added that this was an error and he was corrected the following day by Confidential Secretary Lewandowsky, who advised that it is a Special Workshop, which is going to be the first meeting and a presentation by LaBerge Group who has been hired by the Town of Coeymans to assist in the development of a Comprehensive Plan. He continued by saying that the Workshop had previously been advertised and then reiterated that there is a Workshop on May 10, 2005 at 6PM.

PUBLIC COMMENT PERIOD

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

APPROVAL OF MINUTES

Supervisor Hotaling stated that there were two sets of minutes for approval, April 11th and April 25th, and added that they would be considered separately for approval.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Chmielewski, the April 11, 2005 Town Board Meeting minutes were approved as presented by the Town Clerk.
VOTE – AYES 4 – NAYS 0 – ABSTAIN 1 (Supervisor Hotaling, Absent) – SO MOVED

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad, the April 25, 2005 Town Board Meeting minutes were approved as presented by the Town Clerk.
VOTE – AYES 5 – NAYS 0 – SO MOVED

OLD BUSINESS

Snowmobile Trail Grant Application 2005-2006

Supervisor Hotaling stated that there are new criteria for the application of Snowmobile Grants and Councilman Stanton is a member of the Mystery Lake Snowmobile Club and also on the Board of Directors. He added that the club provides trail grooming for the Town of Coeymans and submit the application but the Town retains the sponsorship, He then asked that Councilman Stanton give an update.

Councilman Stanton stated that a lot of the trails in the Town are secondary and the State would like everyone to get a GPS in addition to wanting more signs on the trails. He added that they have decided to cut down on the number of trails that they applied for and bring the remainder up to the specifications now required because DEC will be inspecting each trail to make sure that the work is being done. He concluded by saying that the application is almost done and it has to be handed in by May 31, 2005.

Councilwoman Chmielewski inquired as to if they are required to send a report as far as the monies that they have received.

Councilman Stanton stated all of the workers have to record their time as well as any money that has been spent for grooming.

Councilwoman Chmielewski asked who they report to.

Councilman Stanton stated that they report to the State.

Councilwoman Rogers asked if the land is donated for the trails.

Councilman Stanton stated that they have to go through property owners in order to get their permission to have a trail and then they maintain the trail.

Councilwoman Rogers inquired as to if the property owner can close a trail.

Councilman Stanton stated that they could close a trail any time that they want in addition to moving a trail to another part of the property if requested. He added that they try to keep the property owners happy and they want to be environmentally friendly. He reiterated that they will be cutting back on the number of trails because there are a lot that are not up to specifications and the remainder will be brought up to the specifications required by the State.

Supervisor Hotaling stated that last year the money was not given until the reports for the work had been sent in and asked if the same thing applies this year.

Councilman Stanton stated that the money has to be put out by the Snowmobile Club and then they apply for reimbursement through grants.

Councilwoman Rogers inquired as to if they get paid for everything that they submit.

Councilman Stanton stated that they get reimbursed for approximately 80%.

Supervisor Hotaling thanked Councilman Stanton for the update.

NEW BUSINESS

First Quarter Sales Tax Distribution

Supervisor Hotaling stated that the budget for 2005 was premised on receiving 1.6 million dollars worth of sales tax revenue, shared with the County of Albany. He added that the 1.6 million supported the programs in the Highway Department, Part-Town Department and in the DA Fund, which was the fund created to accommodate the cost associated with the bridge replacements on Old Ravena Road. He continued by saying that all the programs associated with those funds have been paid for by sales tax revenue in addition to a portion that goes to offset the tax revenue needed to support the General Fund. He added that the Town appeared to be on track to meet the projection because the first quarter payment in the amount of \$475,907.62 was received but then he then received a letter from Jeff Neal, the Albany County Director of Finance and quoted from the letter as follows:

“A review of the County’s first quarter 2005 Sales Tax distribution to localities indicates that the January 13, 2005 payment received from the state was erroneously included in the April 21, 2005 payment.

That distribution from the state had already been paid to localities as part of the fourth quarter distribution on January 20, 2005. This error resulted in the inclusion of \$57,495.89 in that April 21st payment that was not due to the Town of Coeymans.

The County will offset \$57,495.89 from the July 21st sales tax distribution to your municipality to correct this error.

Please let me know if there are any questions regarding this matter”

Supervisor Hotaling added that there were questions and he inquired as to if the Town of Coeymans was the only municipality and then found out that the Village, at one of their previous meetings had made reference to approximately \$20,000.00. He continued by saying that he had asked Mr. Neal for a spreadsheet relating to other areas of Albany County so that they can put in perspective what the Town of Coeymans amount means as compared to other towns and found that the Town of Bethlehem was overpaid \$299,000.00, Colonie was overpaid \$759,000.00, Guilderland was overpaid \$326,000.00, and in putting it into perspective with the Town of Coeymans, New Scotland was overpaid \$82,000.00. He concluded by saying that regardless of this, by January of 2006 the Town of Coeymans will receive the projected revenue for sales tax.

Councilman Conrad interjected that this is a means of explanation and they are not making excuses.

Supervisor Hotaling added that it is not an excuse or laying any blame and continued by saying that he is glad that they found it now as opposed to finding it in the 3rd or 4th quarter when they have already gone through three or four sales tax payments and used the money to operate and believed that there would be additional funds in excess of the projection.

Resignation of Highway Equipment Operator I's

Supervisor Hotaling stated that Highway Superintendent Deering had forwarded to him two resignation letters, one dated April 25, 2005 indicating that Herbert Williams was resigning his position as Operator I effective May 6, 2005 and the other dated May 9, 2005 from Brian Burns indicating that he was resigning effective May 20, 2005. He then asked for a motion to accept the resignations.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Chmielewski, accepting the resignation of Herbert Williams and Brian Burns.

VOTE – AYES 5 – NAYS 0 – SO MOVED

April 25, 2005

To the Town of Coeymans Highway Department

I Herbert Williams III resign my position as an Operator I effective April 25, 2005. My last day of work with the Highway Department will be May 6, 2005. I thank you for giving me the opportunity to work with the department again, however at this time I have taken a position with greater earning potential. Thank you for your time.

Herbert Williams III

May 9, 2005

Dear Mr. Deering,

I am writing to inform you of my resignation. My last day of employment will be two weeks from this date on May 23, 2005. I am expecting to exhaust all of my accrued vacation and personal time prior to my last date of employment.

Thank you for your time in this matter and the opportunity to work for the Town of Coeymans Highway Department.

Sincerely,
Brian Burns

Reduction of Speed on Old Ravena Road

Supervisor Hotaling stated that he was in receipt of a request from Highway Superintendent Deering requesting a speed reduction of Old Ravena Road. He continued by reading the following:

“With the Old Ravena Road Bridge construction nearing completion; I would like to see the speed limit on Old Ravena Road be reduced to 30MPH. I request that the Board pursue this change and offer any assistance needed to expedite the process.”

Supervisor Hotaling added that there was a Public Hearing on the emanate domain process, which is a process that is necessary and required to take some property known as Vale Meadow Apartments for the north bridge reconstruction process scheduled to commence later this year and to be completed next year. He continued by saying that during the hearing process several residents voiced their opinion that the speed limit should be reduced to 30MPH during the construction process and in turn Highway Superintendent Deering has indicated that he supports this effort. He then asked that Town Attorney Rotello look into the process by which the Town Board must follow.

Town Attorney Rotello stated that if the Town Board approves and consents to that, in turn they would authorize the Supervisor to contact the Department of Transportation to make the request and start the process.

Supervisor Hotaling stated that it is a worthy effort during the construction and they could get the state to evaluate the speed. He added that there have been prior assessments of the road and the speed of traffic.

Town Attorney Rotello stated that if there were any other requests for other roads but if there was it would be the time to submit them as a multiple request. He added that he believes that the speed limit is currently 45MPH.

Supervisor Hotaling stated that he recalls that when he was a Councilman the Town Board created a town-wide speed limit of 30MPH unless otherwise posted and he believes that Old Ravena Road is posted at 45MPH.

Councilwoman Chmielewski inquired as to if the reduction in speed would only be during construction or if it would be permanent.

Supervisor Hotaling stated that it would be for the significant increase in traffic and traffic patterns as a result of the bridge being torn down and reconstructed over the next several months and should clearly be identified as a construction zone speed limit. He added he would not be able to speak to the fact that it would be a lasting speed limit and would have to defer to the experts at DOT that are going to do the analysis.

Councilman Conrad interjected that he believes that the town-wide speed limit was not accepted by DOT and he believes that the Town of Bethlehem end of Old Ravena Road is currently 30MPH and because of the type of their municipality they can set their own speed limit and the Town of Coeymans has to depend on DOT to do this. He added that he agrees with the reduction in speed.

Town Attorney Rotello stated that it does not make sense that parts of Rte. 9W are 45MPH and an auxiliary town road is the same.

Supervisor Hotaling agreed and asked for a motion authorizing him to contact DOT.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Rogers, authorizing the Supervisor to follow up on the request of Highway Superintendent Deering as a result of public input during the Public Hearing for the emanate domain process regarding the reduction of speed on Old Ravena Road.

VOTE – AYES 4 – NAYS 0 – SO MOVED

RESOLUTIONS

RES. #64-05 AUTHORIZE SUPERVISOR TO SIGN SEWER AGREEMENT AMENDMENT

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

WHEREAS, the Town of Coeymans and the Village of Ravena have agreed to adjust the 2005 sewer rates in furtherance of the settlement of the annexation matter,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor Ronald K. Hotaling, Jr. to execute Amendment No. 5 of the Joint Municipal Sewer Contract, attached hereto.

AMENDMENT NO. 5

AGREEMENT OF JOINT MUNICIPAL COOPERATION FOR THE PROVISION OF SEWER TRANSMISSION LINES AND FACILITIES FOR USE BY THE VILLAGE OF RAVENA AND THE TOWN OF COEYMANS, ALBANY COUNTY, NEW YORK.

THIS AGREEMENT made the 6th day of May, 2005, by and between the Town of Coeymans, a municipal corporation with its principal offices located at 18 Russell Avenue, Ravena, New York 12143, hereinafter referred to as the “Town”, and the Village of Ravena, a municipal corporation with its principal offices located at 15 Mountain Road, Ravena, New York 12143, hereinafter referred to as the “Village”.

WHEREAS, the Town of Coeymans and Village of Ravena wish to amend, in part, a certain Sewer Agreement entered into by and between the parties dated April 25, 1967, amended previously on October 2, 1969 (Amendment No. 1), December 27, 1973 (Amendment No. 2), October 15, 1974 (renamed Amendment No. 3), and March 30, 1999 (renamed Amendment No. 4), and

WHEREAS, it is the desire of the Town of Coeymans and Village of Ravena to continue and extend said agreement and its amendments; and

WHEREAS, this Amendment No. 5 will adjust the cost distribution for the operation and maintenance of the Sewer Treatment Plant,

NOW, THEREFORE, in consideration of the mutual covenants, premises and agreements herein contained, **IT IS HEREBY MUTUALLY AGREED AS FOLLOWS:**

1. The operational and maintenance cost distribution for the period commencing January 1, 2005 through December 31, 2005, shall be set at the rate of 65% Village and 35% Town.

Supervisor Hotaling stated that both the Village and the Town negotiated a settlement to the annexation of 67 acres of land from the Town of Coeymans to the Village of Ravena and part of that settlement was that the breakdown of sewer cost would be adjusted for the period of January 1, 2005 through December 31, 2005 to 65% Village and 35% Town in addition it was agreed that continued collection of data and negotiations will occur in order to come up with the true cost associated with a breakdown of the Sewer District between the Village and Town. He concluded by saying that the collection of data is on-going and once it is collected it will provide both the Village and the Town enough information to sit down and rationally negotiate the exact costs and this is a stepping stone in the overall process.

RES. #65-05 AUTHORIZE SUPERVISOR TO SIGN APPLICATION OF FUNDS FROM HUDSON RIVER VALLEY GREENWAY COMMUNITIES COUNCIL

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

WHEREAS, the Town Board, after due consideration, has determined that it is desirable and in the public interest to undertake the planning steps necessary for the protection and enhancement of the Town of Coeymans economic, social cultural, and waterfront resources through the development of the Town of Coeymans Comprehensive Plan and Zoning Ordinance Update and,

WHEREAS, the total project cost is estimated not to exceed \$62,000.00.

NOW, THEREFORE, BE IT RESOLVED, that Supervisor Ronald K. Hotaling, Jr. is hereby authorized and directed to file an application for funds from the Hudson River Valley Greenway Communities Council in accordance with the Greenway Act of 1991, in an amount not to exceed \$10,000.00, and upon approval of said request, to enter into and execute a project agreement with the Greenway for such financial assistance.

Councilman Conrad stated that there are other grants available and inquired as to if they are going to be done separately.

Supervisor Hotaling stated that he believes so and added that there are two other grants available.

Councilman Conrad interjected that the New York Planning Federation also has additional grant money and it bears looking into.

Councilwoman Chmielewski inquired as to if the resolution had already been passed at the April 11, 2005 Town Board Meeting.

Councilman Conrad stated that it authorized the Supervisor to enter into an agreement.

Supervisor Hotaling stated that the April 11th resolution provided to hire LaBerge and in doing so LaBerge in their agreement to work for the Town had agreed to submit the grant applications.

Councilman Conrad interjected that it does look to be redundant.

Supervisor Hotaling stated that this is the first step and the application for the potential \$10,000.00 Grant from Greenway and in order to do that there has to be a resolution specific for that.

RES. #66-05 APPOINT DEPUTY HIGHWAY SUPERINTENDENT

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

WHEREAS, the Town Board established the position of a Deputy Highway Superintendent in the 2005 budget, and

WHEREAS, the Highway Superintendent has conducted a search for qualified candidates, and

WHEREAS, Albany County Civil Service has reviewed the qualifications of the recommended candidate and found them acceptable, and

WHEREAS, the position is in the competitive class and the requirements for such an appointment has been explained to the Highway Superintendent and the recommended candidate, being deemed acceptable to both,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans authorizes the hiring of Scott D. Searles as the Deputy Highway Superintendent at a rate of pay of \$17.00 per hour. This appointment is provisional in the competitive class and will require an examination when offered by Albany County Department of Civil Service. This appointment will take effect on May 23, 2005, or earlier if Mr. Searles departure requirements can be met with the Village of Ravena.

Supervisor Hotaling stated that this is the filling of 2005 created Deputy Highway Superintendent and as stated the appointment has an effective date of May 23rd and also allows for an earlier start date if his departure requirements are met with the Village.

Councilman Conrad interjected that it is a Public Official position and he needs to take an Oath of Office with the Town Clerk within the required time frame of 30 days.

RES. #67-05 APPOINT EQUIPMENT OPERATOR I

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

WHEREAS, the Superintendent of Highways is desirous of filling a position of Equipment Operator I at the Highway Department, and

WHEREAS, the Albany County Civil Service Department has confirmed this job title as a non-competitive position requiring the chosen candidate to meet minimum qualifications,

WHEREAS, the Superintendent of Highways has confirmed the candidate meets minimum qualifications,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize the appointment of Michael J. Farr to the position of Equipment Operator I at the contractual rate of \$13.50, effective immediately.

Supervisor Hotaling stated that this appointment fills a vacancy created by Herbert Williams' resignation and added that there will be another vacancy because of another resignation.

Councilman Conrad interjected that they are short a mechanic.

RES. #68-05 EMINENT DOMAIN LAW PROCEDURE & FINDINGS – OLD RAVENA ROAD OVER CSX TRANSPORTATION (NORTH CROSSING)

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

WHEREAS, the Town of Coeymans and Albany County identified the need to replace the Old Ravena Road over CSX Transportation Inc. (North Crossing) (BIN 3302980) bridge; and

WHEREAS, the project was included on the 2003-2008 Transportation Improvement Program (TIP) as Project Number A400; and

WHEREAS, a Pre-Draft Design Report was developed in June, 2004 and updated in May, 2005,

WHEREAS, Old Ravena Road over CSX Transportation Inc. (North Crossing) (BIN 3302980) has an estimated existing right-of-way width of 15.09 meters and a roadway section of two travel lanes, each approximated 3.0 meters in width, with no shoulders; and

WHEREAS, the existing horizontal alignment is curvilinear with a minimum radius of approximately 130 meters and the vertical alignment has a minimum grade of 0.0% and a maximum grade of 5.1%;

WHEREAS, the existing pavement is super elevated on the southern bridge approach at a cross slope of approximately 4.0% to 5.0% down on the left side and the remainder of Old Ravena Road is crowned with a cross slope of approximately 2.0% to 4.0%; and

WHEREAS, a private road intersects Old Ravena Road approximately 175 meters south of the bridge; and

WHEREAS, there are no sidewalks within the project limits and there are no designated public transportation services along Old Ravena Road and there are no existing bikeways or utility strips within the project limits; and

WHEREAS, the existing minimum clear zone width is approximately 1.2 meters and the existing wood lines, guide rail, and utility pole locations define the existing clear zone; and

WHEREAS, the existing pavement section through the project limits is asphalt concrete in fair to good condition with no major signs of distress; and

WHEREAS, corrugated beam guide railing exists at both approaches and is in poor condition; and

WHEREAS, the Old Ravena Road over CSX Transportation Inc. (North Crossing) (BIN 3302980) bridge is 76.8 meters long and consists of five spans and span lengths of 16.7 meters, 8.53 meters, 34.9 meters, 8.53 meters, and 16.7 meters and is through steel plate girder with the structural deck supported on a floor beam and stringer system; and

WHEREAS, the superstructure consists of two through girders spaced at 7.16 meters, seventeen floor beams spaced at 4.27 meters, and four lines of stringers spaced at 1.43 meters framed into the floor beams and the deck consists of structural corrugated deck pans filled with asphalt and topped with a 50 millimeter asphalt wearing surface; and

WHEREAS, the superstructure is supported on concrete gravity abutments and individual pier columns and a concrete crash wall exists between the columns at piers 2 and 3; and

WHEREAS, the existing bridge has a clear width of 6.1 meters consisting of two 3.0 meter wide travel lanes with no shoulders; and

WHEREAS, there is a three-rail bridge rail mounted on the tops of both girders at spans 1, 2, 4, and 5 and the approach railing consists of corrugated beam guide rail on heavy posts which terminates at the bridge and there is no transition between the bridge and approach railing; and

WHEREAS, the bridge has a vertical clearance of 7.01 meters to the top of the CSX tracks and a horizontal clearance of 7.85 meters to the nearest pier; and

WHEREAS, there are no utilities located on the bridge but overhead power, telephone and cable television are located with 3 meters of the west fascia; and

WHEREAS, the bridge was constructed in 1923 and had been open to traffic until 2002 when it was closed due to extensive structural deterioration and it was reopened in 2004 after the deck was replaced and steel repairs made; and

WHEREAS, all appropriate State Environmental Quality Review Act (SEQRA) requirements have been completed in accordance with applicable laws, rules and regulations, and have otherwise considered the general effect of the proposed project on the environment; and

WHEREAS, the Town of Coeymans and Albany County have considered the general effect of the proposed project on the residents of the locality in which the proposed project is to be undertaken; and

WHEREAS, representatives of the Town of Coeymans and Albany County and its agents have met with residents who may be affected by the proposed public project and have made every effort to minimize the impact that the proposed public project will have on adjacent properties; and

WHEREAS, the proposed "Bridge Replacement on Off Line Alignment Three Span (Conventional) Structure" would require the acquisition of approximately sixteen (16) more or less feet, permanent easement, and temporary easement interests in property located on or near both sides of Old Ravena Road; and

WHEREAS, in accordance with Article 2 of the Eminent Domain Procedure Law the oral presentation and comment phase of a Public Hearing was held on March 16, 2005 at the Town of Coeymans Town Hall, Ravena, New York, for the purpose of informing the public and to review the public use to be served and public benefit to be obtained by the aforementioned proposed public project, and to consider all other matters appropriate to that project; and

WHEREAS, during the course of the aforementioned oral presentation phase of the Public Hearing, all matters required by the Eminent Domain Procedure Law and appropriate to such Public Hearing were identified and explained to persons then in attendance, and such persons in attendance were given an opportunity to, and did, speak and comment on the proposed public project and to examine documents presented; and

WHEREAS, at the conclusion of the oral presentation phase of the aforementioned Public Hearing, the hearing was adjourned and continued to the close of business on April 1, 2005 for the purpose of receiving written comments on the proposed public project; and

WHEREAS, during the continuation of the hearing, the Town of Coeymans and Albany County received written comments on the proposed public project; and

WHEREAS, at the close of business on April 1, 2005, the aforementioned Public Hearing concluded, and the record was closed; and

WHEREAS, a record of the Public Hearing was prepared and made available, together with the exhibits and other documents, if any, which were identified or made available during the oral presentation phase for inspection and examination by the public.

NOW, THEREFORE, BE IT RESOLVED, that the following constitutes the Determination and Findings of this Body with respect to the proposed PIN 1754.74 Bridge Replacement Project, Old Ravena Road over CSX Transportation Inc. (North Crossing) (BIN 3302980), Town of Coeymans, Albany County, New York:

The public use, benefit, or purpose to be served by the proposed public project is the replacement of the Old Ravena Road over CSX Transportation Inc. (North Crossing) (BIN 3302980) bridge to include:

1. 1. The construction of a new three span structure.
2. 2. The realignment and reconstruction of the bridge approaches with an improved alignment.
3. 3. The elimination of all non-standard and non-conforming features.
4. 4. The relocation of overhead electric, overhead telephone, and overhead cable television poles and lines.
5. 5. The re-establishment, by grading and seeding, of all disturbed lawn areas.
6. 6. The improvement of other amenities.

The following different alternatives were considered for the replacement of the Old Ravena Road over CSX Transportation Inc. (North Crossing) (BIN 3302980) bridge.

- a. a. Alternative No. 1: Null Alternative
- b. b. Alternative No. 2: Bridge Rehabilitation Alternative
- c. c. Alternative No. 3: Bridge Replacement on Existing Alignment Alternative (with multiple sub-alternatives)
- d. d. Alternative No. 4: Bridge Replacement on Off-Line Alignment Alternative (with multiple sub-alternatives)

Alternative No. 1: Null Alternative No. 2: Bridge Rehabilitation Alternative, and Alternative No. 3: Bridge Replacement on Existing Alignment Alternative do not address the project objectives.

Alternative No. 4: Bridge Replacement on Off-Line Alignment Alternative meets the project objectives.

Alternative No. 4: Bridge Replacement on Off-Line Alignment Alternative involves the realignment and reconstruction of approximately 670 meters of the Old Ravena Road bridge approaches on an off-line horizontal alignment and an improved vertical alignment to eliminate the existing non-standard features. The southern project limit is approximately 360 meters south of the existing bridge. The northern project limit is approximately 240 meters north of the existing bridge. Both the proposed approach roadway section and the proposed bridge section will consist of two 3.3 meter travel lanes with 1.2 meter shoulders.

The proposed project underwent a thorough and proper State Environmental Quality Review Act (SEQRA) environmental review, during which environmental concerns were addressed. The proposed project is classified as an Unlisted Action in accordance with 6 NYCRR 617, State Environmental Quality Review. Albany County is the Lead Agency for SEQRA and will make a Negative Declaration.

The proposed project is classified as a NEPA Class II (CE) Action and is being processed as a categorical Exclusion with Documentation. The New York State department of Transportation is the Lead Agency for NEPA.

It is hereby concluded that the proposed project will have, amongst other, the following effects upon the residents of the locality:

- a. a. The proposed public project will have a beneficial impact on the area.
- b. b. The proposed public project will replace the Old Ravena Road CSX Transportation Inc. (North Crossing) (BIN 3302980) bridge with a section that includes two 3.3 meter travel lanes and 1.2 meter shoulders.
- c. c. The proposed public project will provide for approximately 670 meters of highway approach work that includes two 3.3 meter travel lanes and 1.2 meter shoulders.

- d. d. The proposed public project will not have any long-term adverse impacts on any local resident or businesses.
- e. e. The proposed public project will require acquisitions, but will not affect land uses, change travel patterns or have any permanent effect on local planning.
- f. The proposed project will not have a substantial negative impact on the aesthetics of the area.

Supervisor Hotaling stated that this the result of the efforts of Clough Harbor, Albany County and the Town of Coeymans in regard to the replacement of the north crossing bridge and as stated in the resolution the north bridge had under gone some temporary repairs in order to take the south bridge down and replace that and the project is nearing completion and should be open by the end of June and it will give the opportunity to tear down the north bridge and do a similar project. He concluded by thanking the County of Albany for their efforts to lead the project on behalf of the Town of Coeymans.

CORRESPONDENCE

Office of Parks, Recreation & Historic Preservation – VanDerzee Farm

Supervisor Hotaling stated that there is a letter dated April 22, 2005 to the Town of Coeymans on the Cornelius & Agnietje VanDerzee Farm and read the following excerpt:

“I am pleased to inform you that the above referenced property has been listed on the National Register of Historic Places. As you may know, the National Register is the nation’s official list of properties worthy of preservation. Listing on the Nation Register recognizes the importance of these properties to the history of our country and provides them with a measure of protection. In addition, owners of income producing properties may qualify for federal income tax benefits. Properties owned by municipalities and not-for-profit organizations are eligible to apply for a state historic preservation matching grants.”

Joseph E. Mastrianni Inc. – Section 8 Program

Supervisor Hotaling stated that there is a letter from Joseph Mastrianni, who administers the HUD Section 8 Program, dated April 28, 2005, which advises that an audit has been conducted for the program and the accountant that performed the audit stated the following in the letter:

“In our opinion, the accompanying description presents fairly, in all material respects, the relevant aspects of Joseph E. Mastrianni, Inc. controls that have been placed in operation as of January 1, 2004. Also in our opinion, the controls, as described are suitably designed to provide reasonable assurance that the specified control objectives would be achieved if the controls were compiled satisfactorily.”

Supervisor Hotaling added that this would help the Town in the annual HUD audit as well in terms of complying with the requirements. He concluded by saying that a copy of the letter will be in the Town Clerk’s Office for public access.

Law Enforcement Officers Union – Council 82

Supervisor Hotaling stated that there is a letter dated April 18, 2005 to him from Richard Stevens, Staff Director of Council 82 and continued by reading the following from the letter.

“Council 82 is requesting a Labor Management Meeting to be scheduled in order to discuss the filling of vacancies in your department including but not limited to Supervisor’s. I look forward to hearing from you in the near future.”

Supervisor Hotaling stated that he would be contacting Mr. Stevens and Chief Giroux about the possibility of setting up a Labor Management Meeting. He added that the Board is encouraged and should attend the meeting as well.

Councilman Conrad stated that the Council 82 Contract expires 12/31/05 and then inquired as to if a committee is going to be formed to work on this in the near future because there are quite a few things that need to be discussed.

Supervisor Hotaling stated that he was going to suggest that, as part of the Town’s agenda they would be to make it an introductory meeting to establish the ground rules for negotiations for the contract commencing January 2006.

TOWN BOARD MEETINGS / WORKSHOPS

- Town Board Workshop – May 10, 2005, 6PM (LaBerge Group, Comprehensive Planning)
- Town Board Workshop – May 17, 2005, 6PM (George McHugh, Laura Lane Assessments – Residential Assessment Ratio – ORPS)
- Town Board Meeting – May 23, 2005, 7PM

Supervisor Hotaling added that for those members of the public that would like to attend the Bid Opening for the Waste Water Treatment Plant project, it is scheduled for Friday, May 20, 2005 at 2PM in the office of the Town Clerk.

CLOSING COMMENTS

Supervisor Hotaling asked if there were any additional comments.

Councilman Conrad stated that they have been looking for the soil borings on the proposed water line on Martins Hill and after extensive searching they have not been able to locate them. He added that he did find in minutes in 2000 that there was an authorization to enter into an agreement in addition to finding in 2001 minutes that Councilman DiAcetis was the liaison to the project and in turn informed that the Engineering Firm was F.A. Dente. He continued by saying that Mr. Dente forwarded a 19 page report with the soil borings and it appears that the first three borings along the north side of Rte. 143 up to the 1,000 foot limit indicate that there is nothing present to stop them from putting a water line in the ground. He concluded by saying that they should look into getting estimates for how much it would cost to put 1,000 feet of water for the 12 to 13 residents in that area.

Supervisor Hotaling stated that there have been contacts with DOT in an attempt to get Rte. 143 redesigned and the last project beginning date was open-ended and indicated that it would be started when money is available. He added that a letter was written a couple of months ago and Mr. Johnson, the Regional Coordinator has gotten the project back on the table but it won't be done until 2008. He added that they are beginning to get the funding put together for the design and a project manager has been assigned. He concluded by saying that there has been progress and then asked that Highway Superintendent continue to monitor the road and have patching done where it is required.

Highway Superintendent stated that they had already started the patching.

Supervisor Hotaling continued by saying that in regard to the water issue brought up by Councilman Conrad, they should do something before there is major road reconstruction because it would be hard to add water after the fact.

Councilwoman Rogers stated that the Board had met with the State on this approximately three years ago when the date for the redesign of Rte. 143 was 2006 and they had enough money to go from Spoor Development to Martin's Hill but then the money was redirected.

Councilwoman Chmielewski inquired as to if Councilman Conrad had asked former Councilman DiAcetis how much it would cost for each person on Martins Hill.

Councilman Conrad stated that at that time it was based on a much larger scale and it would have been for 52 residents to receive water.

Councilwoman Chmielewski interjected that it was also done for a smaller scale and for 14 families.

Councilwoman Rogers stated that she didn't recall the figure but it was a lot of money.

Councilman Stanton stated that the figure was for everything going out to bid but he believes it can be done for less if Town employees do some of the work.

Councilman Conrad interjected that he has already contacted someone that does strictly water line work and he indicated that the project is only three days work in addition to giving an estimate, which he did not think was too bad.

Councilman Stanton inquired about including other things at the same time that it is dug up such as gas and sewer.

Councilman Conrad stated that gas cannot be included in the water line trench and sewer cannot be within 10 feet. He added that by 2008 they should be looking at those types of things and the Sewer District should be continuous with the Water District and this is another issue that has to be addressed. He concluded by saying that at this point they are trying to make an attempt to get one thing in and taken care of and they need to keep dedicated to this issue.

Supervisor Hotaling suggested that they might want to formally raise the issue and get it back on the table.

Councilman Conrad stated that the State's figure at this time is \$575.00 for each home- owner and he believes that it would not be an issue because of the water that they would be getting in return. He added that he is resolved to getting this done for as little money as possible and the numbers that he has been obtained are not the numbers that he had previously heard. He continued by saying that when engineering firms are involved things tend to get blown out of proportion and they need to be a little more vigilant in the way that they handle it. He concluded by saying that he knows that there has to be engineering and it has to be approved by the Village because they are in a Water Supply District and the Village of Ravenna is the supplier and this is another issue that needs to be resolved in addition to other stepping stones that they have to get over before they can move ahead as well as put money in the budget for next year to get this done.

Supervisor Hotaling interjected that it is mid-year and it is not too early to get it back on the table because they will be discussing the budget for next year in three months.

Councilman Conrad stated that he has preliminary numbers, which are not etched in stone, and hopefully they can move it along.

Councilman Conrad continued by saying that at the last meeting they spoke about General Code Publishers updating the minutes to disc and added that he would like to put it on hold. He then asked that Supervisor Hotaling consult with Mr. Frank Bruno because they might not need the services of General Code. He added that there is currently six months of 2003 that are not on disc.

Supervisor Hotaling asked if there were any additional comments and continued by announcing that Wednesday is GE Community Day and they will provide assistance in a project renovation on the trails within Joralemon Park. He added that there will be approximately 25 people along with the assistance of Highway Superintendent Deering and his crew along with the utility labor force and they will clear the trails and put down mulch in addition to planning for a summer project to mark the trails. He concluded by thanking GE for their Global Community spirit and their efforts in and around the area on Global Community Day.

Supervisor Hotaling then asked for a motion to adjourn the meeting.

ADJOURNMENT

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad, the meeting was adjourned. VOTE – AYES 5 – NAYS 0 – SO MOVED

Time 8:12PM

Respectfully Submitted

APPROVED:

Diane L. Millious, Town Clerk

A Town Board Meeting was held Monday, April 25, 2005, at 7:00PM at Town of Coeymans, Town Hall, 18 Russell Avenue, Ravena, New York.

PRESENT: Ronald K. Hotaling, Jr., Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ALSO PRESENT: Diane L. Millious, Town Clerk
Albert Deering, Highway Superintendent
Joseph Rotello, Town Attorney
Scott Giroux, Chief of Police

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

SUPERVISOR'S OPENING

Supervisor Hotaling stated that the record should reflect that there is a full Town Board in addition to Town Clerk Millious, Highway Superintendent Deering, Police Chief Giroux and Town Attorney Rotello being present and then thanked the Town Board for conducting a meeting in his absence and "holding down the fort". He continued by saying that Mr. Brian Kreis, Business Administrator for R-C-S, upon his arrival would be giving an overview of the much publicized school budget. He then stated that he wanted to publicly thank Mr. Bill Biers for donating a generous load of red mulch to the Coeymans Landing Park and this is the second year that he has done it. He added that last year it was in conjunction with the GE Global Community Day and this year it would be spread by the newly created Town Labor Force. He continued by giving an overview of the agenda.

OVERVIEW OF AGENDA

- Public Comment Period
 - Brian Kreis, RCS Business Administrator re: District Budget
- Supervisor's Report – March 2005
- Department Report Review
 - Police Department – April 2005
 - Town Clerk – April 2005
- Old Business Update and Discussion
- New Business Topics for Discussion and/or Action
 - CDPHP Group Contract
 - Drug Testing Training for Supervisors

- Resolutions
 - Appoint Laborer for Community Beautification
 - Approve April 2005 abstract
 - Authorize to Advertise for Bids on WWTP Upgrade Project
 - Approval to Settle Hogan Litigation
- Correspondence
 - New York Municipal Insurance Reciprocal
 - Albany County Department of Civil Service
- Town Board Workshops/Meetings
 - Town Board Meeting, May 9, 2005, 7PM
 - Town Board Workshop, May 17, 2005, 6PM
- Adjournment

SUPERVISOR'S REPORT

FUND	BAL. FWD.	RECEIPTS	DISBURSE.	BALANCE
General	\$2,117,101.33	\$37,979.77	\$ (193,820.94)	\$2,005,548.95
Part-Town	\$ 87,686.22	\$ 430.00	\$ (21,087.14)	\$ 67,029.08
Special Water	\$ 50,985.80	\$15,982.35	\$ 339.54	\$ 66,628.61
Trust & Agcy.	\$ 561.91	-0-	-0-	\$ 561.91
Highway	\$ 308,651.10	\$ 86.62	\$ (55,414.39)	\$ 253,323.33
Special Sewer	\$ 278,434.90	\$ 9,142.33	\$ (17,330.35)	\$ 270,246.88
			Total Rec. Bal.	\$2,663,338.76

SAVINGS ACCOUNTS

SECTION 8 - HUD

UNEMPLOYMENT	\$ 3,080.31	OCCUPIED UNITS	76
GROVE CEMETERY	\$55,207.32	HUD PAYMENTS	\$36,713.00
SEWER DEDICATED	<u>\$ 6,062.51</u>	ADMIN. FEE	<u>\$ 320.40</u>
		TOTAL HUD PMT.	\$37,033.40
TOTAL	\$64,350.14	TENANT RENT	\$15,582.00
		CONTRACT RENT	\$50,511.00

**COLLATERAL
COVERAGE**

FDIC COVERAGE

COLLATERALIZED

**NATIONAL BANK OF
COXSACKIE**

\$100,000.00

\$3,021,092.90

Supervisor Hotaling continued by giving an update on the Town of Coeymans Self-Sufficiency Program, which is an adjunct to the Section 8 HUD Program.

Supervisor Hotaling asked for a motion to accept the Supervisor's Report.

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad, the March 2005 Supervisor's Report was accepted as presented.

VOTE – AYES 5 – NAYS 0 – SO MOVED

DEPARTMENT REPORT REVIEW

Town Clerk Monthly Report – March 2005

Supervisor Hotaling asked that Town Clerk Millious give her Monthly Report for March 2005.

Town Clerk Millious gave her report.

Supervisor Hotaling asked for a motion to accept the report.

MOTION

On motion of Councilman Conrad, seconded by Councilman Stanton, the Town Clerk's Monthly Report for March 2005 was accepted as presented.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Supervisor Hotaling asked for the status of the payment for Water Rents due to the Village.

Town Clerk Millious stated that she had spoken with Bookkeeper Foss and funds are set to go and payment will be on time.

Police Department Monthly Report – March 2005

Supervisor Hotaling asked that Chief Giroux give a summary of his monthly report for March 2005.

Chief Giroux gave the report.

Supervisor Hotaling asked for a motion to accept the report.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Rogers, the March 2005 Police Report was accepted as presented.

VOTE – AYES 5 – NAYS 0 – SO MOVED

PUBLIC COMMENT

Supervisor Hotaling stated that Mr. Brian Kreis, Business Administrator for R-C-S had arrived and invited him to the microphone to speak about the R-C-S School District Budget.

Mr. Kreis stated that the vote for School Budgets is May 17, 2005 and it is statewide. He added that he had handed out worksheets and continued by explaining that without any cuts and going from budget to budget there was a 10% budget increase and in turn significant cuts were made, which reduced the increase to 5.3%. He then referred to the 05-06 Budget and explained the items that are driving the budget such as an \$814,368.00 increase in teacher's retirement, which is due to new accounting regulations issued by the Governmental Accounting Standards Board in December which states that all state schools districts must accrue employee pension costs in the year they are obligated and not the following year when the bill is received. He added that districts previously could have paid its 2005-06 pension bill out of its 2006-07 budget but now it must account for its 2005-06 pension bill out of that year's budget. He continued by saying that this has caused the fund balance to take a tough hit and they are at a point where they cannot put money towards the tax levy at this time

Supervisor Hotaling asked if the fund balances are limited to a ceiling.

Mr. Kreis stated that they are and the undesignated reserves can be 2% of the entire budget and there can be designated reserves such as the 1.675 that was

designated to the budget in addition to other types of reserves such as tax certiorari reserves because of a loss of a lot of tax full assessed values in the different towns for CSX and Albany Water Board and companies of that nature. He added that it can take 3-4 years to settle and it can add up to big dollars and you don't want that spike in the tax rates He continued by saying that they can reserve for employee retirements because there are buy outs and that sort of thing that happen and if there is a big retirement year they can plan for it. He went on to say that he wanted to point out transportation because gas prices have affected the budget adversely, they budgeted \$130,000.00 and it was spent by February and the amount that was put in for this year had to be adjusted because of prices within the last month and the fact that gas is a volatile market and it is tough to budget for.

Supervisor Hotaling inquired as to how many different schools R-C-S transports to.

Mr. Kreis stated that there are 65 for Special Education alone and probably in the 80's including the private schools and they do 5,600 miles a day combined and the School District is 90 square miles.

Supervisor Hotaling interjected that in the past he knows that they were contracted out to a variety of services.

Mr. Kreis stated that they put the contracted runs back into the district to save a lot of money and they leased four buses and more local drivers were hired and by doing this approximately \$150,000.00 a year was saved. He added that he is part of a consortium and BOCES is doing a survey to look at all of the outlying areas to find out how many times the buses cross paths and whether or not it would be possible to have one bus meet another bus and combine the runs to save on distance and time in addition to looking into a buyer consortium to see if buying power from many school districts will get parts for the buses at lower prices. He continued by saying that he will be attending a meeting in May and there should be results from the study very soon.

Mr. Kreis stated that in looking at the revenue centers, the Governor's proposal is \$14,790,606 under the 05-06 budget and there are zero dollars in the transfer from reserves and fund balance and this is the problem this year because they don't have the money and don't know how much they can put toward it because of the new accounting requirement. He continued by referring to the pie chart, which shows how the expenses are divided and stated that salaries are the biggest portion and in significantly cutting a budget this is where it has to happen and there has been over 1 million dollars cut.

Supervisor Hotaling inquired as to what the cuts have been and what moves to grants means.

Mr. Kreis explained that they have all different types of Federal Grants that are for taking certain staff and paying them through grants, which are ongoing grants and they can be rolled over.

Supervisor Hotaling interjected that by the end of the grant you can pick up the cost associated with the staff.

Mr. Kreis stated that he was correct and it is budgeted through a Federal line vs. the General Fund and it is not part of the General Fund and if they can move personnel into the grants the costs are not in the General Fund.

Supervisor Hotaling inquired about the retirees and if the amount is benefits paid to existing retirees or staff that chose to retire.

Mr. Kreis stated that there are several retirees and they have chosen not to fill them or they have been moved into grants, which saves a lot of money. He continued by saying that the tax levy historical comparison page shows that for 01-02 there was a Contingency Budget but since then in the last three years they have only raised the tax levy 8.65% and by comparison Coxsackie-Athens raised their levy 38.19%, Cobleskill-Richmondville raised their levy 31.92% and Lansingburg raised their levy 18.24%. He added that they have been able to keep it at 8.65% because the Capital Project that was approved in 1999 is still being worked on and each year when you go through the budgeting in January you have no idea from July to June 30th of the following school year how much is going to get done based on the delays but you have to budget as if you are going forward at the pace you thought you were going to go at and some years a lot less money was spent, which left a fund balance and for the last three years it has been given back to the taxpayers. He continued with the tax rate analysis page for the four towns within the district and stated that in 01-02 there was a contingency budget and from them the Town of Coeymans was -2.77%, -.90% and last year 4.5% increase, which has been very low compared to other towns outside of the school district and the Town of Bethlehem had a 21.88% increase because their equalization rate went down.

Supervisor Hotaling interjected that Bethlehem, New Scotland and New Baltimore are in the re-evaluation process and if the Town of Coeymans does not keep pace the impact in the school budget will be dramatic for Coeymans residents.

Mr. Kreis stated that was true and added that once you have had full value assessment you want to keep it at 100%.

Supervisor Hotaling stated that if the surrounding communities that also fund the school budget stay current with 100% and the Town of Coeymans drops below, the Town of Coeymans will be paying a larger portion of the pie.

Mr. Kreis stated that it should be equal if the Office of Real Property Services is doing their job right as far as taking a sampling of the sales vs. the assessed values of the residential and commercial properties in the town and reiterated that you would like to keep it at 100%. He went on to explain the impact of the increase in cost on a \$100,000.00 home and added that the contingency percent, if the budget is voted down twice will be 14.5% based on current law and he does not know if there will be any contingency relief.

Supervisor Hotaling inquired as to if the percent would drop dramatically if there were such a relief.

Mr. Kreis stated that they are calling it relief but from his understanding it is prolonging the agony carrying over two years and he promised the taxpayers that it is a one time adjustment.

Supervisor Hotaling inquired as to if it would be installment payments.

Mr. Kreis stated that you could borrow the money and call it borrow money assets and do an accounting entry that way.

Supervisor Hotaling stated that the Town's experience is that in borrowing money there is an exorbitant interest rate.

Mr. Kreis stated that it does not make sense to borrow money and pay interest and added that the tax levy is what it is and in voting on the budget you are voting on an expenditure and the district has done everything that it can to keep the cost down within reason and the 5.3% budget to budget increase is one of the lowest in the Capital District. He added that in looking at the budget and the revenue sources that come in, what is left after that is the tax levy and reiterated that this is a one-time adjustment. He continued by saying that he just left a meeting and the legislature proposed \$456,401.00 additional state-aid for the R-C-S School District and now they have to figure out which portion of that they want to apply to the tax levy, which does not change what he previously said about the tax levy being what it is because it is state aid and part of the revenue source.

Supervisor Hotaling inquired as to if it can be used to reduce the tax levy.

Mr. Kreis stated that this will happen and it will change from the 18.7% but he did not know the figure at this time.

Supervisor Hotaling stated that it would be approximately a 2.5% reduction based on the tax levy of \$19,459,618 if the whole amount is applied.

Mr. Kreis stated that he did not know that the full amount would be applied because the District has to protect itself given the fact that they do not know what

the fund balance is until the end of the year, but he believes that the percent will decrease. He then asked if there were any further questions.

Councilman Conrad inquired as to the fume problem this past winter with pre-heating the buses and if the possibility of having to move the buses is part of the budget.

Mr. Kreis stated that because of the fume problem and the publicity about it, the district has been offered to be a pilot school district for pre-heaters for the buses and they have written a grant and the district's investment will be \$10,000.00 and they are actually \$3,000.00 per unit and there will be 35 of them. He added that the biggest reason to warm up a bus is to defrost the windows so the drivers can see and to heat the bus to the required temperature before picking up the first student and the pre-heaters will warm up the coolant so that when the bus is turned on it is warm and all the driver has to do is turn on the defroster and fan.

Councilman Conrad stated that there were rumors about outsourcing of bus transportation.

Mr. Kreis stated that the bus fleet would be where it currently is with a district the size of R-C-S and it is city districts that bring in their own buses and there is no investment. He added that because they own their own buses, outsourcing would be bringing in a company from outside to run the bus garage and bus fleet. He stated that they had previously looked into outsourcing but it is something that they are not looking to do.

Councilman Conrad stated that the Town is currently in the beginning stages of trying to map out the districts and asked if there are legal descriptions that the Town can obtain.

Mr. Kreis stated that he does not know if they are legal but he would find out and they could copy them, he added that he originally thought that the district was 150+ square miles but in going through documents from the state it indicates that it is 89.4 square miles.

Councilman Conrad then inquired about \$100,000.00 being budgeted for 04-05 for the pool but only \$50,000.00 was spent, which would leave a fund balance of \$50,000.00 and the 05-06 budget shows \$108,235. He then asked if this would be a constant figure for the operation and maintenance of the pool.

Mr. Kreis stated that it is a rolling budget, the bottom line figure of \$37,408,000.00 will stay the same but internally things will change. He added that the figure for the pool has now changed to a \$90,000.00 range in addition to other things such as salaries.

Councilman Conrad asked for an approximate figure just to run the pool.

Mr. Kreis stated that there is expected revenue of \$35,000.00 because of the pool and if you offset the revenues with the expenses it will be approximately \$60,000.00. He added that a club will be paying \$10,000.00 and there will be membership fees for the Aquatics Center, Weightlifting Center and Aerobic Center.

Councilman Conrad reiterated that it would still be \$60,000.00 a year to the taxpayers. He then asked how Voorheesville and Bethlehem School Districts compare to this year's R-C-S Budget.

Mr. Kreis stated that Bethlehem's budget to budget is 10% and Voorheesville has a very low one this year because of a Capital Project and being able to apply a fund balance.

Councilman Conrad asked that he provide the additional information on the districts.

Councilman Stanton inquired about the salaries and the 4.5% figure and if it was an increase in salaries.

Mr. Kreis stated that it is a budget-to-budget look and has nothing to do with the increases and added that the increases are contractual.

Councilman Stanton then inquired about the administrative line and it changing from \$900,439.00 to \$1,051,414.00 and then asked how many people are considered administrative.

Mr. Kreis stated that it would be anyone in a managerial role in the Teacher Retirement System and continued by listing the personnel.

Councilman Stanton inquired about 60 passenger buses with only 10-12 students on each bus and then asked about other private companies for transport.

Mr. Kreis stated that the cost associated with private companies is ½ million a year and they don't spend anywhere near that amount. He added that smaller 35 passenger buses are now being purchased in addition to Suburbans so the trips can be made at more efficient levels.

Councilman Stanton then inquired about the B.O.C.E.S. Program and the cut of \$231,000.00.

Mr. Kreis stated that they have found that there are some things that they can do in-district and they have the staff, and added that they have been paying outside of the district to have it done. He added that there are programs that the school

district can offer for less money in addition to there not being costs for transportation.

Supervisor Hotaling asked Councilwomen Chmielewski and Rogers if they had any questions.

Hearing none he then inquired as to if Mr. Kreis could give a projection as to student population for the up and coming years and if he sees an increase or decrease in needs for space and if there would be an adjustment in staff.

Mr. Kreis stated that there are two big complexes being built, one off Wemple Road in addition to one in the Village, which will be approximately 180 homes. He added that they are expecting that there will be an increase and the projected growth of this area is very large and they need to be ready for it and if they need to expand to the point of where they have to build they would add on to the Middle School Campus.

Supervisor Hotaling thanked Mr. Kreis for his time and added that he had wished that there were more questions from the public. He continued by asking about the location of the School Board Meetings and if they would continue to be broadcasted after budget season.

Mr. Kreis stated that the meetings are in the Media Center, now that it is completed and this would continue to be the location for the School Board Meetings and added that broadcasting will continue.

Supervisor Hotaling interjected that it might encourage more participation from the public other than just for the budget. He added that the vote for the Budget is May 17, 2005.

OLD BUSINESS

None to report at this time.

NEW BUSINESS

CDPHP Group Contract

Supervisor Hotaling stated that he was in receipt of the CDPHP Group Contract and it requires a signature for the contract beginning January 1, 2005 at the rate of \$319.79 a month for individual employees under the CHPHP Plan, spousal

coverage is \$639.58 and family coverage is \$853.07 month. He then asked for a motion authorizing him to sign the contract for 2005.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Rogers, authorizing the Supervisor, Ronald K. Hotaling, Jr. to sign the CDPHP Contract for the year 2005.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Drug Testing Training for Supervisors

Supervisor Hotaling stated that originally they had thought that there was going to be some drug testing training for supervisors under the Town’s employ based upon the Drug Testing Policy, which is in it’s final stages of development and there was a call from Roni Travers from AMTEK asking that the date of May 6, 2005 be put on hold as she is exploring other options.

RESOLUTIONS

RES. #60-05 APPOINT COMMUNITY BEAUTIFICATION LABORER

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

WHEREAS, the Community Beautification Department is in need of additional personnel to maintain the parks and cemeteries of the Town,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans authorizes the appointment of Jose Vasquez to the non-competitive position of laborer at the hourly rate of \$10.96.

Supervisor Hotaling interjected that this is a seasonal appointment.

RES. #61-05 APPROVE APRIL 2005 ABSTRACT

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

BE IT RESOLVED, that the Town Board, of the Town of Coeymans, does hereby approve and allow the following claims of vouchers for the April 2005 Abstract.

ABSTRACT	VOUCHER #	AMOUNT
GENERAL (A)		

General Pre-Pay	399-424	\$ 154,550.90
General	485-542	\$ 101,652.38
	General Total	\$ 256,203.28
PART-TOWN (B)		
Part-Town Pre-Pay	425-442	\$ 25,993.18
Part-Town	543-550	\$ 4,571.12
	Part Town Total	\$ 30,564.30
HIGHWAY (D)		
Highway Pre-Pay	443-454	\$ 55,171.71
Highway	551-594	\$ 74,253.58
	Highway Total	\$ 129,425.29
SEWER (SS)		
Pre-Pay Sewer	455-475	\$ 16,161.26
Sewer	595-607	\$ 12,233.32
	Sewer Total	\$ 28,394.58
GROVE CEM. (TE)		
Pre-Pay Grove Cemetery	476	\$ 183.01
Grove Cemetery	608	\$ 295.52
	Grove Total	\$ 478.53
SPECIAL WATER		
Special Water	609	\$ 70,336.55
	Special Water Total	\$ 70,336.55
	TOTAL FOR ALL FUNDS	\$ 515,402.53
TRUST & AGENCY (TA)		
Trust & Agency Pre-Pay	477-484	\$ 235,887.04
	Trust & Agcy. Total	\$ 235,887.04

RES. #62-05 APPROVE TOWN CLERK TO ADVERTISE FOR BID ON WASTE WATER TREATMENT PLANT UPGRADE

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

WHEREAS, the Town Board of the Town of Coeymans, has been involved in an effort to bid and award the Town of Coeymans Waste Water Treatment Plant upgrade project, and

WHEREAS, previous bids have exceeded the authorized fiscal threshold, and

WHEREAS, the Town Board has recently engaged the firm of C.T. Male for the redesign of the upgrade project, and

WHEREAS, C.T. Male, after consultation with the Town Board, has forwarded to the Department of Environmental Conservation a revised project plan, and

WHEREAS, preliminary indications are such that the Department of Environmental Conservation is viewing the revised project favorably,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans hereby authorizes the Town Clerk to advertise for bids on this revised project, subject to the final approval letter from the Department of Environmental Conservation.

Supervisor Hotaling stated that this is a pre-emptive resolution because the review of the re-design by DEC is favorable.

RES. #63-05 AUTHORIZE SUPERVISOR TO EXECUTE SETTLEMENT OF CLAIM

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

WHEREAS, the Town Board of the Town of Coeymans, desires to settle a certain law suit indicated by plaintiff, Robert Hogan, against the Town of Coeymans in the U.S. District Court, and

WHEREAS, said settlement is being made and entered into on the advice of Special Counsel to the Town and the Town Attorney, and is determined to be in the best interest of the Town,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize the settlement of this claim of said law suit in an amount not to exceed \$2,500.00, and

BE IT FUTHER RESOLVED, that Supervisor Ronald K. Hotaling, Jr., is authorized to execute the attached claim form representing Albany County's contribution toward the settlement of this claim.

Supervisor Hotaling asked that Town Attorney Rotello give a summary.

Town Attorney Rotello sated that this was a law suit from quite some time ago and is presently pending in the U.S. District Court of Appeals to the Second Circuit and Federal Court initially encouraged settlement and there was an offer which was rejected by the plaintiff. He added that during the course of the appeal the plaintiff came to the parties involved, which was Albany County, Village of Ravena and Town of Coeymans, and made the settlement proposal, it was discussed and this is the result of the agreement.

CORRESPONDENCE

New York Municipal Insurance Reciprocal

Supervisor Hotaling stated that he has a correspondence that advises about the 2005 Annual Meeting of NYMIR and there is a proxy that they would like executed by the Supervisor. He added that he would ask that the Town Board take a look at it and if in agreement they would allow him to execute it.

Albany County Department of Civil Service

Supervisor Hotaling stated that he also has a correspondence from Albany County Civil Service and it relates to some employee data that has been sent to them and there are some questions that Civil Service has. He added that he would be working with the Supervisor's of each department that relates to the questions and in turn he would get the questions answered and returned to Civil Service. He continued by saying that there were also four letters relating to provisional appointments and he is in discussion with Albany County Civil Service and they have been instructed to take action and he will be notifying the Department Heads relative to the action that needs to be taken.

TOWN BOARD WORKSHOPS / MEETINGS

Town Board Meeting – May 9, 2005, 7PM
Town Board Workshop – May 10, 2005, 6PM
Town Board Workshop – May 17, 2005, 6PM

ADDITIONAL COMMENTS

Supervisor Hotaling asked if there were any additional comments.

Councilwoman Chmielewski questioned whether a motion needed to be done regarding the NYMIR Proxy.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Chmielewski, authorizing the Supervisor to use his discretion and best judgment in executing the proxy.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Councilman Conrad stated that there were a few items that he wanted to stay on top and not lose sight of and added that they have been asked to look at the Leash Law in the Coeymans Hollow area in addition to the Solid Waste Laws and suggested that they set up a Workshop to dedicate some time toward them. He added that at the last meeting he had asked Town Clerk Millious about the Code of the Town of Coeymans and the publishers, General Code Publishers, and the fact copies from the Code are being purchased through the voucher system. He continued by saying that a contract has been signed each year and then asked Town Clerk Millious if one had been signed this year.

Town Clerk Millious stated that a new contract had just come in for the annual update.

Councilman Conrad stated that it would be his recommendation to change the contract in addition to having the minutes for 2003 & 2004 put on disc. He added that he would like to have the contract amended to lift the copyright so that the Town would be able to make copies in house and not pay \$12.50 each time and he would also like to see this added to a Workshop agenda.

Councilwoman Chmielewski inquired as to what the last year of minutes was put on disc.

Councilman Conrad stated that it was done half way thorough 2003.

Town Clerk Millious interjected that it was done for 1942 through May 2003 and she had spoken with Mr. Cadman at General Code and asked for a quote.

Councilman Conrad stated that it is important enough that he would like to see the minutes on disc to be continued and could probably be put on one disc.

Councilwoman Chmielewski stated that she agrees but stated that it would depend on the price because it was not budgeted for.

Councilman Conrad interjected that he understands but this was something that was pushed for several years and implemented in 2000 and he would hate to see it go by the wayside.

Councilwoman Chmielewski stated that it is important but the budget needs to be looked at and if need be it could be budgeted for next year.

Supervisor Hotaling stated that in looking at other town's websites he has seen that several towns are linked directly with the Association of Towns and several towns have the General Code online and this would be the ultimate way to go.

Councilman Conrad interjected that this is where he was headed with getting the disc done and making it possible for people to search online as the Board has been able to do because they each have a disc and can search the minutes through a word search. He added that this is something that would be very valuable to anyone in the town interested in researching the history of the town and everyone should have the same opportunity to look back in the records and not have to file a Freedom of Information, which would save on some of the problems in-house.

Supervisor Hotaling asked if anyone had anything else to add.

Highway Superintendent Deering stated that he had received the new roller and he would like to put the old roller out to bid.

Supervisor Hotaling asked if the condition and if there would be a benefit to setting a minimum amount.

Highway Superintendent Deering stated that it is tough to get parts for.

MOTION

On motion of Councilman Conrad, seconded by Councilman Stanton, authorizing the Superintendent of Highways to seek bids for disposition of the old roller in an as-is condition. VOTE – AYES 5 – NAYS 0 – SO MOVED

Supervisor Hotaling asked if there was anything else.

Councilman Stanton stated that he has been asked about the Summer Youth Program and wanted to know the status of where it will be held.

Councilwoman Rogers interjected that there will a meeting on April 28th at 11am.

Supervisor Hotaling interjected that his sense is that the school will be available based on preliminary information. He added that once this is confirmed they will

be moving ahead with the plans for the Food for Thought Program. He continued by saying that Youth Director Crowley will be attending the meeting.

Supervisor Hotaling asked if there was anything else, hearing none he asked for a motion to adjourn the meeting.

ADJOURNMENT

On motion of Councilman Stanton, seconded by Councilman Conrad, the Town Board Meeting was adjourned. VOTE – AYES 5 – NAYS 0 – SO MOVED
Time 8:20pm

Respectfully Submitted

APPROVED:

Diane L. Millious, Town Clerk

A Town Board Meeting was held Monday, April 11, 2005, at 7:00PM at Town of Coeymans, Town Hall, 18 Russell Avenue, Ravena, New York.

PRESENT: Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ABSENT: Ronald K. Hotaling, Jr., Supervisor

ALSO PRESENT: Diane Millious, Town Clerk
Joseph Rotello, Town Attorney
Albert Deering, Highway Superintendent

Councilwoman Chmielewski opened the meeting and led the Pledge of Allegiance.

Councilwoman Chmielewski asked that Councilman Conrad read the following resolution to designate a chair to preside over the meeting in the absence of Supervisor Hotaling.

RESOLUTION

RES. #56-05 DESIGNATE COUNCILWOMAN CHMIELEWSKI TO PRESIDE OVER MEETING

On motion of Councilman Conrad, seconded by Councilman Stanton, the following resolution was APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Supervisor Hotaling) – SO MOVED

WHEREAS, the Town Supervisor is unable to attend and preside over the Town Board Meeting of April 11, 2005, and

WHEREAS, Town Law, Section 63, authorizes the Town Board to designate a Town Board Member to preside over a Town Board Meeting in the absence of the Town Supervisor, and

WHEREAS, the Town of Coeymans does not have a Deputy Supervisor,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby designate Nita J. Chmielewski to preside over the Town Board Meeting of April 11, 2005.

Councilwoman Chmielewski stated that there was not a full Town Board because Supervisor Hotaling was absent and in addition Town Clerk Millious, Town Attorney Rotello and the Court Justices were present.

Councilwoman Chmielewski gave an overview of the agenda.

OVERVIEW OF AGENDA

- Public Comment Period
- Public Announcement
- Approval of Minutes
 - Town Board Meeting, March 28, 2005
- Department Report Review
 - Building Department
 - Family Self Sufficiency Program
- Old Business Update and Discussion
 - Continued Discussion on Highway Purchase
- New Business Topics for Discussion and/or Action
 - Grange Week Proclamation
 - Rentals With Blue Diamond Septic
- Resolutions
 - Approval of Part-Time Clerk for Town Court
 - Transfer of Funds
 - Approval to Develop Comprehensive Plan
- Correspondence
 - Niagara Mohawk
- Town Board Workshops/Meetings
 - April 19, 2005 – Town Board Workshop, 6:00pm
 - April 25, 2005 – Town Board Meeting, 7:00pm
- Adjournment to Executive Session

PUBLIC COMMENT PERIOD

Councilwoman Chmielewski invited the public to comment at this time, hearing none she moved to the next agenda item.

PUBLIC ANNOUNCEMENT

Councilwoman Chmielewski stated that the Town of Coeymans is withdrawing from participating in the previously announced WNYT Earth Day Electronic and Room

Air Conditioning Collection, which is being held April 23, 2005 due to budgetary implications not anticipated. She continued by saying that it was going to cost the Town of Coeymans between \$40-\$50 per vehicle and money was not planned in the budget for this type of event.

Councilman Stanton inquired as to if you could just go and pay the \$40-\$50.

Councilwoman Chmielewski reiterated by stating that price per vehicle could go from \$40-\$50 and her understanding is that there would be an additional charge to the Town.

Councilman Conrad stated that last year you had to pay a fee and be authorized by permit in order to go and then the towns were also charged. He added that the exact fee couldn't be established because it depends on the participation and the number of items disposed. He continued by saying that grant money is applied for after the fact and the amount is used to offset the \$40-\$50 per vehicle and then the towns are charged according to their participation level. He concluded by saying that based on this information it was not substantial enough to warrant participation.

Councilwoman Chmielewski stated that the Notice of Cancellation is posted on the website, and prior to canceling participation Supervisor Hotaling had asked Town Clerk Millious as to how many residents had purchased permits to participate.

Town Clerk Millious stated that there were only two inquiries and no one had purchased permits.

APPROVAL OF MINUTES

Councilwoman Chmielewski asked for a motion to approve the March 28, 2005, Town Board Meeting Minutes.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Rogers, the March 28, 2005 Minutes were approved as presented.
VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Supervisor Hotaling) – SO MOVED

DEPARTMENT REPORT REVIEW

Building Department – March 2005

Councilwoman Chmielewski asked that Councilman Conrad give the report.

Councilman Conrad gave the March 2005 Building Department Report.

Councilwoman Chmielewski asked for a motion to accept the Building Department Report.

MOTION

On motion of Councilman Conrad, seconded by Councilman Stanton, to accept the March 2005 Building Department Report as presented.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Supervisor Hotaling) – SO MOVED

Family Self-Sufficiency Program

Councilwoman Chmielewski asked that Councilwoman Rogers give a report on the Family Self-Sufficiency Program.

Councilwoman Rogers continued by giving the report as of April 2005.

OLD BUSINESS

Purchase of Roller for Highway Department

Councilwoman Chmielewski stated that the Town Board was in receipt of bids from Highway Superintendent Deering for a roller for the Highway Department and then asked Superintendent Deering which one he preferred.

Highway Superintendent Deering stated that he preferred the diesel Wolf Pack 3100 for \$14,100.00.

Councilwoman Chmielewski stated that the amount budgeted for was \$10,500.00 and then inquired as to where the additional funds would come from.

Highway Superintendent Deering stated that there should be enough in the machinery equipment line of the budget.

Councilwoman Chmielewski stated that there is only \$45,000.00 in the equipment line.

Highway Superintendent Deering interjected that the new truck is \$29,000.00 and there should be enough remaining for the roller.

Councilwoman Chmielewski stated that the only other place that she could see to take the funds would be the machinery contractual if he needed any extra.

Highway Superintendent Deering added that in this day and age the roller should be a diesel and this is his preference and suggestion.

Councilman Stanton interjected that he believes that it should be a diesel because the difference is approximately \$3,000.00 and the truck was \$29,000.00 so there should be enough remaining for the roller.

Councilwoman Chmielewski added that there should be enough in that line without having to move any money.

Councilman Conrad inquired as to the status of the truck.

Highway Superintendent Deering said that it is on order and it should arrive in May and it was the amount that the Town Board had approved.

Councilwoman Chmielewski asked if it is his recommendation to purchase the Wolf Pack 3100.

Highway Superintendent Deering stated that it is his recommendation.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Rogers, approving the purchase for the Wolf Pack 3100 in the amount of \$14,100.00.
VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Supervisor Hotaling) – SO MOVED

Highway Superintendent Deering stated that when the new roller comes in, he would like to put the old roller out to bid.

Councilwoman Chmielewski asked Superintendent Deering if there was anything else that he wanted to discard of.

Highway Superintendent Deering stated that he had gotten rid of most of it.

Waste Water Treatment Plant Upgrade

Councilwoman Chmielewski stated that this item was not on the agenda but she wanted to let everyone know that last Friday at the plant Mayor Bruno, Chief Operator Breedlove, Councilman Conrad, Supervisor Hotaling, herself and Ed Volpelak from C.T. Male had met. She then asked that Councilman Conrad give an update.

Councilman Conrad stated that they met regarding the finalization of the updated documents that are going to be sent by the end of the month so that they can move ahead on the upgrades to the plant that are required to lift the DEC

Consent Order from 2001. He added that some of the material was put together by C.T. Male and it was a confirmation of everything that they had talked about in previous meetings with C.T. Male in addition to some options for the Town in case the actual prices come in higher than the Town has available. He continued by saying that they can pick and choose which portions they can have done so they can move on with the contract because they have had to ask for an extension of the grant money from D.E.C., which has been approved. He added that they would be putting in a new clarifier to handle the excess amount of water during the high flows. He concluded by saying that they will be presenting the documents to D.E.C. for their approval and when that is done it will be going out to bid and C.T. Male has a list developed of potential bidders in addition to it being put in the paper for those that are interested in bidding on the project.

Councilwoman Chmielewski interjected that they will be having a Special Town Board Meeting to award the bid in May.

Councilman Conrad stated that they need to move it along as quickly as possible as they are moving into the best part of the season for the construction to be done.

Councilwoman Chmielewski thanked Councilman Conrad and then asked if anyone else had any more Old Business for discussion.

Councilman Conrad stated that Mr. Breedlove was present at the meeting and they had hoped at the last meeting to move along with the approval for some videoing of the sewer lines along the 9W area and Second Street. He added that originally there were bids from Municipal Services and Lash Contracting and Chief Operator Breedlove had new prices. He then asked Chief Operator Breedlove if he had done a memo to the Supervisor indicating the new prices.

Chief Operator Breedlove stated that he did.

Councilman Conrad asked that he give the prices to the Town Board and bring them up to date as they do not have the memo.

Chief Operator Breedlove stated that the new prices were \$2,000.00 a day from Municipal Services for two days for a total of 16 hours and Lash Contracting originally was \$1,960.00 but then they lowered it by 20%.

Councilman Conrad stated that Lash Contracting was lower to begin with so they are obviously the low bid. He then asked if they gave any kind of a time frame as far as how much advance notice they would need.

Chief Operator Breedlove stated that they did not give a time frame as far as advance notice but did indicate that they were looking for work and this was approximately a month ago.

Councilwoman Chmielewski inquired as to if Chief Operator Breedlove had been in contact since then.

Chief Operator Breedlove stated that both companies contacted him last week asking if anything was decided.

Councilman Conrad stated that he would like to get the project moving and Lash Contracting would be \$1,640.00, which is \$260.00 less than Municipal Services and it would be a considerable savings for two days. He concluded by saying that he would like to authorize the Sewer Plant to move ahead and set up the video services.

MOTION

On motion of Councilman Conrad, seconded by Councilman Stanton, authorizing Chief Operator Breedlove to make the preparations based on the current quotes for two days not to exceed \$1,640.00 per day.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Supervisor Hotaling) – SO MOVED

Councilman Stanton inquired as to if there had been any information from Mr. Hite on the survey.

Councilman Conrad stated that he has from the Greene County line up through to the red light put together and hopes to get quite a bit more done this month and it will take some time to get the surveys put together.

Councilwoman Chmielewski inquired as to if he thinks he will be done this month.

Councilman Conrad stated that he didn't indicate that but he will be moving on with it.

Civill Pocket Park

Councilwoman Chmielewski stated that previously it was discussed that Town Attorney Rotello was going to look into the lease to see if the Town could dig up the old tennis court.

Town Attorney Rotello stated that there are a couple different versions of the lease that were passed by resolution by the Town Board and then signed. He added that the Town has the right to make improvements, but he does not believe that the language of the lease allows them to dig up the tennis court without the consent and approval of the owner.

Councilwoman Chmielewski asked if there is more than one lease.

Town Attorney Rotello stated that he is not sure which one is on file with the Town Clerk but there is not a lot of variation. He reiterated that he would not recommend digging up the tennis court without the approval of the owner. He added that he had recently looked at the court and if the Town puts up a net and a fence he believes you could play tennis.

Councilwoman Chmielewski inquired as to if they could be patched during the clean-up day.

Town Attorney Rotello stated that he does not believe that it needs to be patched but rather to be resurfaced with a topcoat and new lines. He added that he does not know how much it would be for material to do this.

Councilwoman Chmielewski asked if there was any additional Old Business.

Councilman Conrad stated that the Town signed a contract with General Code Publishers in 2000 to codify the Town Laws and put them into a Code Book. He continued by saying that he noticed in the vouchers that the Town purchases booklets from General Code Publishers and when he inquired about it to the Building Department he was informed that the Town is obligated to purchase the books from them. He added that the books in the past were made in house and the Town even purchased a machine to put covers on the booklets. He then asked that Town Clerk Millious provide a copy of the contract between General Code Publishers and the Town and in addition he would like to have the remainder of the 2004 Minutes put on disc. He added that if there were a contract that obligates the Town with General Code Publishers, he would like to look somewhere else because the charge per book is \$15.00 and he believes that it can be made for \$3.00.

Town Clerk Millious interjected that the total is divided by the number of books and that price is charged to the person wishing to purchase it.

Councilman Conrad stated that the customers are taxpayers and he wants to save them some money in addition to the fact that the Code should be available online and there should not even be a charge. He reiterated that he wanted to see the contract.

Town Clerk Millious stated that she would get him a copy of the contract.

NEW BUSINESS

Grange Week Proclamation

Councilwoman Chmielewski read the following:

WHEREAS, the Grange has sought to advance the interest of farmers, rural Americans and our Nation's families, through the concept that by working together we can accomplish much for our communities; and

WHEREAS, voluntary association with the Grange not only provides the benefits of economic and political cooperation for its members, but also elevates their character by providing social, cultural and educational programs; as well as opportunity for individual expression and personal growth; and

WHEREAS, the Grange gives members the opportunity to serve their community through projects and programs that make a difference in the lives of children, youth, neighbors in need of assistance; and

WHEREAS, Ravena Grange in Coeymans Hollow has served this community since 1919,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans, proclaims April 17 through April 23, 2005, as Grange Week, in recognition of the contributions make by the Grange throughout their many years of faithful service.

Blue Diamond Rentals

Councilwoman Chmielewski stated that the rentals for the park had to be approved in order for Confidential Secretary Lewandowsky to order them. She continued by giving a breakdown for each park in addition to the rates for 2005.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Rogers, authorizing the expense for rentals from Blue Diamond Rentals for the parks.
VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Supervisor Hotaling) – SO MOVED

RESOLUTIONS

RES. #57-05 APPOINT PART-TIME CLERK FOR COURT OFFICE

On motion of Councilman Conrad, seconded by Councilman Stanton, the following resolution was APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Supervisor Hotaling) – SO MOVED

WHEREAS, the Town Board has interviewed candidates for the position of part-time Clerk in the Town Justice Office, and

WHEREAS, the Albany County Department of Civil Service has been contacted in respect to this action,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby approve the appointment of Gail M. Higgins to the position of part-time Clerk, at the hourly rate of \$10.23 effective immediately.

RES. #58-05 TRANSFER OF FUNDS

On motion of Councilman Stanton, seconded by Councilman Conrad, the following resolution was APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Supervisor Hotaling) – SO MOVED

WHEREAS, the following account has been exhausted because of unforeseen expenditures,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor Ronald K. Hotaling, Jr. to modify the 2005 Budget as follows:

AMOUNT	FROM ACCOUNT	TO ACCOUNT
\$16,868.37 A1990.4 Insurance	A1990.4 Contingency	
\$ 547.00 B1910.4 Insurance	B1990.4 Contingency	
\$ 782.00 S1910.4 Insurance	S1220.4 Administrative Fees	
\$ 5,474.00 DB1910.4 Insurance	DB5130.4 Machinery Contractual	

Councilwoman Chmielewski stated that prior to doing the 2005 Budget there was a meeting with Mr. Rick Rieth, at Stolz Agency, who does the insurance on the Town's behalf with NYMIR and Supervisor Hotaling had asked for the fees that the Town would have to include in the budget. She added that the budgeted for a total of \$108,500.00 and the total of vouchers was \$132,171.37, which is a difference of \$23,671.37 and this is the reason why there had to be a transfer of money. She continued by saying that Supervisor Hotaling had phoned Mr. Rieth and asked the reason for the difference and he was advised that the figures given were for 9 months instead of 12 months.

Councilman Conrad stated that he had a discussion with him as well regarding the raising of the liability insurance on the Police Department and he was assured that it was taken care of in the budget price given.

Councilman Stanton inquired as to why the billing was for 9 months.

Councilman Conrad stated that part of it has to do with the liability insurance that starts in March.

Councilwoman Chmielewski interjected that he was asked the correct figures to put in the budget. She added that this is why the bills have not been paid and money has now been transferred to pay them at the end of the month.

Town Attorney Rotello inquired as to if some of the policies extend into next year.

Councilwoman Chmielewski stated that she did not believe so based on everything that she has.

Councilman Conrad interjected that it is because the liability with respect to the police was going to go up as of April 1st and when he asked about it he was told that it was already figured into the price because they paid last years insurance and it was all taken into consideration and the amount being raised was going to be a nine month period, which meant the old rate for three months and the higher rate for nine months. He concluded by saying that it was confusing and this is why Supervisor Hotaling had asked him to clarify that they actually did have the correct amount of money for the budget.

RES. #59-05 AUTHORIZE SUPERVISOR TO EXECUTE ALL DOCUMENTS NECESSARY TO SUBMIT GRANT APPLICATION FOR TOWN OF COEYMANS COMPREHENSIVE PLAN AND ZONING ORDINANCE UPDATE

On motion of Councilwoman Rogers, seconded by Councilman Conrad, the following resolution was APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Supervisor Hotaling) – SO MOVED

WHEREAS, the Town Board after due consideration, has determined that it is desirable and in the public interest to develop a Comprehensive Plan and Zoning Ordinance update,

It is hereby resolved that this project, be known as the Town of Coeymans Comprehensive Plan and Zoning Ordinance Update:

THAT the Town of Coeymans, County of Albany, New York desires to apply for financial assistance from Hudson River Valley Greenway Communities Council in the amount of \$10,00 to defray any portion of the project cost; and

THAT the Town of Coeymans, County of Albany, New York desires to apply for financial assistance from Governor's Office for Small Cities in the amount not to exceed \$25,000.00 to defray a portion of the project cost; and

IT IS ALSO RESOLVED that the firm of Laberge Group, 4 Computer Drive West, Albany, New York, 12205, duly licensed under the Laws of the State of New York and competent engineers and planners be authorized to prepare the Town of Coeymans Comprehensive Plan and Zoning Ordinance update, contracts, drawings, documents, and other necessary planning work as required and as directed by the Supervisor for a fee not to exceed \$62,000.00; and

THAT, the Supervisor, Ronald K. Hotaling, Jr. is authorized to execute all documents necessary to submit the grant applications for financial assistance; and

THAT, two copies of this resolution be forwarded to said firm for inclusion into the application documents; and

THAT in order to avoid duplication of effort, all departments, agencies, etc., shall transmit to said consultants copies of planning previously or collaterally accomplished under other Local, State, or Federal Programs, such planning to be utilized wherever applicable.

Councilwoman Chmielewski stated that there were four meetings with different people, Nevin Cohen, Klenke Associates, Laberge Group and Saratoga Associates. She added that Mr. Cohen felt as though it was too large a project for his company, Klenke Associates gave a quote between \$55,000 - \$65,000, Laberge Group was \$62,000. and Saratoga Associates was \$87,200. She then asked Councilman Conrad to explain it more in depth.

Councilman Conrad stated that as reported, neighboring towns are developing Comprehensive Plans and in order to make zoning changes with a degree of certainty, the basic Town Law set forth what use to be called a Master Plan and is now referred to as a Comprehensive Plan. He continued by saying that it would allow input of the taxpayers of the Town to help put together a Comprehensive Plan of where the future of the Town of Coeymans needs to go and by doing that it is documented so that when any change is made it is made consistent with the Plan. He added by saying that in lieu of doing any zoning changes as they have been done over the years, which have been inconsistent and not properly put in writing they have been advised by council to look at the proper way to do the changes, in turn they met with the four companies and each one said that a Comprehensive Plan needs to be developed first. He concluded by saying that the Town Board will be the acting agency that will handle the Comprehensive Plan with Laberge and there will be a series of hearings, the public will be asked for their input to see what they feel needs to be done in areas of the town and what they would like to see in the future and in turn a Comprehensive Plan will be developed based on the input.

Councilwoman Chmielewski interjected that the process will take between 1-2 years.

Councilman Conrad stated that they would like to do it within a year's time and hopefully this will be one more step to move the Town toward the 20th Century and move on.

Councilman Stanton inquired as to if \$28,000.00 is the amount that the Town will be responsible for after the grants.

Councilman Conrad stated that there are three grants that Laberge will try for and they will be for the maximum amount but there is no guarantee as to what the Town will receive.

Councilman Stanton interjected that Laberge will be doing all of the paperwork for the grants, which is a big part of it.

Councilman Conrad stated that the paperwork is part of the contract and added that the resolution authorizes the grant applications but does not authorize the Supervisor to sign the contract with Laberge.

Councilwoman Chmielewski stated that it was a sample resolution from Laberge.

Councilman Conrad asked that it be amended to include authorizing the Town Supervisor to sign the contract with Laberge.

Councilwoman Chmielewski read a portion of the resolution, which does authorize this.

Collectively it was agreed that it was acceptable as worded.

CORRESPONDENCE

Niagara Mohawk

Councilwoman Chmielewski stated that Supervisor Hotaling asked that she read the following correspondence from Niagara Mohawk:

As part of Niagara Mohawk's continuing effort to provide reliable natural gas service, we will begin our annual survey of gas facilities in early April and continue through November 2005. This year, our employees will survey approximately 1,100 miles of gas mains, service laterals, and associated facilities to identify leaks. This survey is conducted by Niagara Mohawk employees who walk along natural gas lines with leak detection wands.

Niagara Mohawk has scheduled the survey to begin as early as 5:00am Monday through Friday. The early morning schedule will allow us to repair serious leaks

the same day they are identified. Niagara Mohawk's employees will be clearly identifiable by their company hardhat, reflective vest, employee identification card, and company vehicle.

Please share this information with your public safety and/or police personnel should your residents have questions regarding Niagara Mohawk's natural gas facilities survey. If you require additional information, please feel free to call your consumer representative Paul Quinn at (518) 433-3834

Sincerely,

Michael R. Hynes
Vice President, Business Services

Councilwoman Chmielewski stated that this correspondence was passed on to the Police Department.

TOWN BOARD WORKSHOP / MEETINGS

April 19, 2005 – Town Board Workshop, 6:00pm
April 25, 2005 – Town Board Meeting, 7:00pm

ADDITIONAL COMMENTS

Councilwoman Chmielewski asked if anyone had any additional comments.

Councilman Conrad stated that the Town Board was in receipt of a correspondence from a Town resident and continued by reading the following:

To Whom It May Concern:

I am writing to express my feelings about the Coeymans Landfill Project. I have lived in this town for 10 years. I love my neighbors, my neighborhood and the schools that my children attend. My husband and I have made a home and a family here and we have wonderful memories, the only thing that has clouded our living here is the constant threat of the landfill coming to town.

This is not a minor concern for me, my family or my neighbors. If the landfill is placed here it will pollute our air, ruin our environment, make our children sick and instead of putting us on the map as a "great place to live" it will mark us forever as a "place to avoid like the plague".

For the people that own houses in this community, it will lower our property values so much that we will never even be able to sell our houses and leave once the stench comes to town.

I do think this is a great place to live and getting better every day. Please help us make the threat of the landfill go away so that we can enjoy our backyards and the very air that we breathe in those backyards.

Sincerely,

Mary Ibbetson

ADJOURNMENT TO EXECUTIVE SESSION

Councilwoman Chmielewski stated that the Town Board needed to go into Executive Session for personnel matters that have to deal with the Highway Department and Waste Water Treatment Plant. She added that there will be no action and they will reconvene to formally adjourn the meeting. Time 7:45pm

RECONVENE AND ADJOURNMENT

Councilwoman Chmielewski called the meeting back to order and asked for a motion to adjourn.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Rogers, the meeting was adjourned. Time 9:00pm
VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Supervisor Hotaling) – SO MOVED

Respectfully Submitted,
APPROVED:

Diane L. Millious, Town Clerk

A Town Board Meeting was held Monday, March 28, 2005, at 7:00PM at Town of Coeymans, Town Hall, 18 Russell Avenue, Ravena, New York.

PRESENT: Ronald K. Hotaling Jr., Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ALSO PRESENT: Diane L. Millious, Town Clerk
Scott Giroux, Chief of Police
Joseph Rotello, Town Attorney
Albert Deering, Highway Superintendent (Arrived Late)

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

Supervisor Hotaling stated that the record should reflect that there is a full Town Board in addition to Town Clerk Millious, Chief of Police Giroux and Town Attorney Rotello being present.

OVERVIEW OF AGENDA

- Public Comment Period
- Public Announcement
- Approval of Minutes
 - Town Board Meeting, March 14, 2005
 - Town Board Workshop, March 15, 2005
- Supervisor's Report
 - January 2005
 - February 2005
- Department Report Review
 - Town Clerk Monthly Report, February 2005
- Old Business Update and Discussion
 - GE Global Community Day, May 11, 2005
- New Business Topics for Discussion and/or Action
 - Sewer Line Cleaning & Televising Proposals
 - Tax Collection System for Town Clerk
 - 2005 Agreements for Paramedic & EMT-D Services
 - Police Chief Request to Attend Advanced Critical Incident Training
- Resolutions
 - Authorization for Supervisor Hotaling & Councilwoman Chmielewski to Attend

- Association of Towns Finance School
- Approval of Part-Time Police Officer
- Authorization for Photocopier Lease/Purchase
- Approval of December 2004 Abstract
- Approval of March 2005 Abstract
- Correspondence
- Town Board Workshops
 - April 11, Town Board Meeting, 7:00pm
 - April 19, Town Board Workshop, 6:00pm

PUBLIC COMMENT

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

PUBLIC ANNOUNCEMENT

Supervisor Hotaling asked that Chief Giroux make a public announcement relative to a parking situation in the Hamlet of Coeymans.

Chief Giroux stated that in the last couple of weeks there have been some inquiries about the parking situation in the front of the Post Office on Main Street in Coeymans and the concerns center around the lack of parking. He added that a few years ago there were some signs in front of the Post Office that indicated that you could park for 15 minutes and the intent was to allow you to go in and get your mail and then the Department of Transportation removed the signs and replaced them with No Parking signs. He continued by saying that the Town has no authority to regulate parking because it is a state road and technically you cannot park in front of the Post Office anytime and the Police Department's position is that it is illegal, the concern is for the safe movement of traffic and they advise alternative parking, which has been conveyed to the Post Master. He concluded by saying that it is illegal to park in front of the Post Office and they will respond aggressively to complaints.

APPROVAL OF MINUTES

Supervisor Hotaling stated that there were two sets of minutes for approval and asked for a motion to accept them.

Town Board Meeting – March 14, 2005, 7:00pm
Town Board Workshop – March 15, 2005, 6:00pm

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Stanton to approve the minutes as presented. VOTE – AYES 5 – NAYS 0 – SO MOVED

SUPERVISOR’S REPORT

Supervisor Hotaling stated that the January 2005 report is to the extent of the balances that were brought forward from 2004 to 2005 and there was a special effort last year to reduce spending and those efforts proved to be fruitful. He continued by reading the following:

January 2005

FUND	BAL. FWD.	RECEIPTS	DISBURSE.	BALANCE
General	\$134,963.44	\$965,946.12	\$(176,745.23)	\$ 924,164.33
FEMA	\$ 44,174.59	\$ 60.00	-0-	\$ 44,234.59
Part-Town	\$121,049.02	\$ 71,872.35	\$(11,854.05)	\$ 181,067.32
Spec. Water	\$ 30,231.73	-0-	-0-	\$ 30,231.73
Trust & Agcy.	\$ 561.91	-0-	-0-	\$ 561.91
Highway	\$ 404,461.72	\$ 164.83	\$(104,114.83)	\$ 300,511.72
Sewer	\$ 200,792.02	\$ 74,639.50	\$(21,552.02)	\$ 253,879.50
			Tot. Rec. Bal.	\$1,734,651.10

SAVINGS ACCOUNTS

SECTION 8 HUD

Unemployment	\$ 3,075.34	
Grove Cemetery	\$54,626.25	
Sewer Dedicated	\$ 6,052.73	
	Total	\$63,754.32

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\$100,000

Supervisor Hotaling asked the Board's permission to also read the February 2005 Supervisor's Report and in turn he would ask for their approval of both January and February.

February 2005

FUND	BAL. FWD.	RECEIPTS	DISBURSE.	BALANCE
General	\$924,164.33	\$1,487,796.80	\$(294,859.80)	\$2,117,101.33
FEMA	\$ 44,234.59	\$ 18.20	-0-	\$ 44,252.79
Part-Town	\$181,067.32	\$ 674.79	\$(94,055.89)	\$ 87,686.22
Spec. Water	\$ 30,231.73	\$ 20,754.07	-0-	\$ 50,985.80
Trust & Agcy.	\$ 561.91	-0-	-0-	\$ 561.91
Highway	\$ 300,511.72	\$ 76,666.76	\$(68,527.38)	\$ 308,651.10
Sewer	\$ 253,879.50	\$ 40,339.98	\$(15,784.58)	\$ 278,434.90
Fire Districts	-0-	\$475,543.00	\$(475,543.00)	-0-
			Tot. Rec. Bal.	\$2,887,674.05

SAVINGS ACCOUNTS

SECTION 8 HUD

Unemployment \$ 3,077.70
 Grove Cemetery \$54,668.83

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Sewer Dedicated

\$ 6,057.37
Total

\$63,803.90

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COXSACKIE**

\$100,000.

Supervisor Hotaling stated that they are looking at the fund balances brought forward from 2004 to 2005 and plan on putting them aside for “rainy day funds” such as a new truck for the Highway Department, which can be paid for in cash such as the police car that was just purchased. and paid for. He added that the there is \$1,101,094.53 collateralized in National Bank of Coxsackie and the reconciled balances are \$2,887,674.05 and in order to protect the full amount they have asked that the bank increase the collateralization with M&T Investments to reflect the actual balance and by the next report he expects that this will be done. He then asked for a motion to accept the Supervisor’s Reports for January and February 2005.

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad the Supervisor’s Reports were accepted as read.
VOTE – AYES 5 – NAYS 0 – SO MOVED

DEPARTMENT REPORT REVIEW

Town Clerk Monthly Report – February 2005

Supervisor Hotaling asked that Town Clerk Millious present her report for February 2005.

Town Clerk Millious gave her Monthly Report.

Supervisor Hotaling asked for motion to accept the Town Clerk’s Monthly Report for February 2005.

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad, the Town Clerk’s Monthly Report for February 2005 was accepted as read.
VOTE – AYES 5 – NAYS 0 – SO MOVED

Councilman Stanton asked the status of the Property Tax collection.

Town Clerk Millious stated that it seems to be the same as past years and added that the Town gets the money upfront and she partially pays the County until the settlement on April 15th and added that the last day for her to collect is March 31st.

OLD BUSINESS

GE Global Community Day – May 11, 2005

Supervisor Hotaling stated that the GE Global Community Day is scheduled for May 11, 2005 and they had requested any ideas about what might be done in the community and he had suggested the Pocket Park on Civill Avenue. He added that they have decided to move ahead but the lease has to be reviewed because it is a 15-year lease and then asked for the Board's permission to have the Town Attorney look at the lease. He added that a member of the Coeymans Hollow Fire Company had called and suggested the basketball court that has been traditionally maintained by the Town of Coeymans and he is waiting for some history about the court because there is a City of Albany easement that runs through there with the water line. He continued by saying that he had asked Highway Superintendent Deering to look at the court surface because one of the things that can be done on the Community Day is to have the court re-stripped and spruce up the nets and backboards. He concluded by saying that he has to get back together with Mike Vatalaro at GE with some projects in order for the Town to be on the agenda for the day.

Discussion ensued regarding the condition of the tennis courts at the Civill Avenue Pocket Park and the possibility of replacing the fence.

Attorney Rotello stated that he would take a look at the lease to see what can or cannot be done with the property.

NEW BUSINESS

Sewer Line Cleaning & Televising Proposals

Supervisor Hotaling asked that Councilman Conrad discuss the sewer line cleaning and televising proposals.

Councilman Conrad stated that in trying to meet with the DEC Consent Order and to further their negotiations with the Village, they have identified some I&I

problems and in order to confirm the areas of the suspected main problems, it has been recommended that the sewer lines be cleaned and then televised. He added that through the efforts of Chief Operator Breedlove and his staff, the manhole covers have been uncovered and the lines will be televised to identify the problems. He concluded by saying that Chief Operator Breedlove has been doing some active investigation during the rain to define the problem areas that need to be repaired.

Supervisor Hotaling stated that he wanted to clarify Councilman Conrad's statement referring to Chief Operator Breedlove's staff and continued by saying that the current Town Board took action to create a labor force and Rick Perrine, Tom Plath and Dave Mergendahl have spent many hours at the Sewer Plant removing pumps that are going to be taken offline when the upgrade is done and this would have been part of the bidding process in addition to, through the efforts of the in-house labor force and with the assistance of a crew from the Village they have saved approximately \$8,000.00 in replacing a bearing in a pump and not having to send it out to be repaired. He added that rings have been put on the manholes to raise them in order to keep the I&I out and this was done by Rick Perrine and his crew along with Chief Operator Breedlove and Jim Polverelli and stated that those kinds of cooperative efforts can foster a better working relationship with their colleagues but also a better savings of tax payer dollars.

Councilman Conrad interjected that he didn't mean to slight anyone and everyone has been trying to conserve money and they have made some progressive ways of getting things done, rather than hiring the work out. He added that the first step is to clarify and identify, and they need current films to identify where the sags and breaks are to check where the I&I continues to come in. He continued by saying that Chief Operator Breedlove has been obtaining quotes for the cleaning and televising of the lines and he had hoped that they would move forward with the quotes but Chief Operator Breedlove has asked that they hold off a bit and they might be able to trim the amount that they were going to spend a little further.

Councilwoman Chmielewski asked if a list had been made identifying where the cleaning and televising is to be done.

Councilman Conrad stated that he along with Supervisor Hotaling and Chief Operator Breedlove had made a list based on the 1998 films and in knowing where some of the problems are through discussion and specific areas have been identified. He concluded by saying that they are going to try to minimize it to the areas that were identified previously.

Discussion ensued regarding some of the problem areas that have been identified or suspected to be problems.

Supervisor Hotaling stated that they were in agreement to table the awarding of the job in order to closer look at the prices.

Tax Collection System for Town Clerk

Supervisor Hotaling stated that previously at a meeting he shared a letter regarding the Tax Collection System for the Town Clerk and CFO for Hire indicated that they no longer would be providing their services that they have provided for years to the Town Clerk and Assessor. He continued by saying that CustomerLinx was approved to provide their services but there is a portion of services that they do not provide and Town Clerk Millious will be identifying and making recommendations for a contract with another vendor. He added that BAS Software has provided a quote and some questions were raised at a Workshop and they were raised with Town Clerk Millious, who in turn stated that she would be gathering more information.

Town Clerk Millious stated that she had spoken with BAS and they will come and do a demonstration to the Town Board in addition to sending a complete description of their services. She added that they previously had done a demonstration for her but it was for the Town Clerk Software and she was not interested because Genesis Systems has been doing it for years for less money.

Councilman Conrad stated that he had gathered up some information at the Association of Towns Meeting and BAS was one of the companies that they talked to and one of his concerns is that BAS did not provide a reference list. He added that there was also a proposal for SEA and in speaking with some other towns he found that they provided this service as well and their price was very competitive with BAS.

Supervisor Hotaling interjected that they had also spoken with Main Street Software and they wanted to do a presentation as well.

Councilman Conrad stated that the Computer Age is upon us and everything works off the Assessor's RPS Program and a lot of the companies offer modules that work together. He added that he would like to have a unified system that would work for the Tax Collector, Assessor and Building Department and it will require more time to determine if the systems are compatible with each other.

Supervisor Hotaling suggested that they see a presentation from Main Street Software.

Councilwoman Chmielewski inquired as to which company the Director of Finance, Anthony DiLella suggests and if he had made any recommendations.

Town Clerk Millious stated that he did not make any recommendations but did indicate that it is a must have program and added that she had gone with the three companies that Dave Brokaw from CustomerLinx had recommended.

Councilwoman Chmielewski asked if Town Clerk Millious had spoken with other Tax Collectors and inquired as to what software they use and continued by asking what system she liked best after speaking with them.

Town Clerk Millious stated that she had spoken with several and it seems that there are several vendors being used but she would do some more research for comparison. She added that she had seen the BAS Tax Collection Software and it seemed to be a simple program and added that she had not seen any other demonstrations from other companies. She concluded by saying that it might be a good idea to see other programs and talk to some more Town Clerks.

Supervisor Hotaling stated that they would table this until they have more information and can see demonstrations from other companies. He added that he would like to see something in place by the summer so that they can plan the cost for the budget next year.

2005 Agreements for Paramedic & EMT-D Services

Supervisor Hotaling stated that there are 2005 Agreements for Paramedic & EMT-D Services, the first is a contract for the Advanced Life Support Program a/k/a Paramedic Program that will provide 24/7 paramedic coverage to the Town of Coeymans at a cost not to exceed \$233,029.55 and this amount was budgeted for 2005 and approved by the Town Board. He then asked for a motion to sign the agreement.

MOTION

On motion of Councilman Conrad, seconded by Councilman Stanton, authorizing the Town Supervisor, Ronald K. Hotaling, Jr. to sign the executed contract for paramedic services for 2005.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Councilwoman Chmielewski questioned the fact that the Town of Coeymans, which is the same size as New Scotland, is paying twice as much and then asked if the Town of Coeymans has twice as many calls as New Scotland.

Councilman Conrad stated that this has been brought up before and there is some confusion as to why two towns equal in size can have twice the call volume and it needs to be clarified. He added that Mr. Brian Wood has offered to come and explain this to the Town Board.

Supervisor Hotaling asked that Councilman Conrad clarify who Mr. Wood is.

Councilman Conrad stated that he works with the Albany County Sheriff's Department and he is the representative that sets up the program and is directly responsible for the formation of the budget in addition to being the one that would be able to explain it.

Councilwoman Chmielewski suggested that they invite him to a Workshop.

Councilman Stanton asked if all the calls that go through the Communications System are part of the count and gave an example of a dog bite.

Chief Giroux stated that when there is a call and the medic goes, it is counted.

Councilman Stanton interjected that it would not be an ALS call.

Chief Giroux agreed but then added that it is not determined until the medic is on the scene so it would count as a call. He added that the number of EMS calls in the Town of Coeymans are remarkably high and constant.

Supervisor Hotaling stated that it is important that they speak with Mr. Wood to shed some light on the topic and can be done at either a Workshop or Town Board Meeting.

Supervisor Hotaling stated that there is also an agreement for the EMT-D Program in the amount of \$25,595.00, which provides for an EMT-D trained and certified individual to be available but not to exceed three days a week, Monday through Friday, 12 hours per day between the hours of 6:00am and 6:00pm. He then asked for a motion to sign the executed contract for EMT-D services for 2005.

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Conrad, authorizing the Town Supervisor, Ronald K. Hotaling, Jr. to sign the executed contract for EMT-D services for 2005.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Councilwoman Chmielewski interjected that last year there were set days, Monday, Wednesday and Friday and asked if the wording should be changed.

Supervisor Hotaling stated it is for any days Monday thorough Friday that are mutually agreed upon.

Councilman Conrad interjected that the price per day decreased on a five-day basis and the Rescue Squad had indicated that they need someone for more than three days but they need to sit down and talk with the Rescue Squad and come to some kind of agreement.

Supervisor Hotaling interjected that the Rescue Squad has not responded to his letter relative to the Town Board not being able to make their meeting because of

the Association of Towns Conference and he also asked for another date to meet with them.

Councilman Stanton inquired as to if the calls are for the Town of Coeymans residents only.

Supervisor Hotaling stated that this was a topic of discussion and it is the Town Board's position and his understanding that the services are only within the Town of Coeymans and should not be leaving the jurisdiction of the Town of Coeymans.

Councilman Conrad stated that this was a topic of discussion with Mr. Wood and he could give them some insight on this as well.

Councilman Stanton asked if the Rescue Squad has a contract with the Town of New Baltimore.

Councilman Conrad stated that he assumes so and this is another discussion that they want to have with the Rescue Squad. He added that Supervisor Louis of the Town of New Baltimore has been quoted in the paper as saying that the Town Board of the Town of Coeymans does not understand the situation but he believes that it is Supervisor Louis that does not understand and he takes offense to the comment. He added that the Town Board has to react to the Town of Coeymans.

Councilwoman Chmielewski inquired about Mr. Wood telling them where they need to go.

Councilman Conrad stated that he would not be telling them where to go; he would be telling them what their obligations were.

Councilman Stanton interjected that New Baltimore is paying X amount of dollars for a contract.

Councilman Conrad interjected that it is paid to the Rescue Squad and has nothing to do with the Town of Coeymans.

Councilman Stanton stated that the Town of Coeymans is providing an EMT.

Supervisor Hotaling reiterated that they are not providing an EMT to New Baltimore and there were some circumstances when the EMT-D traveled over the line into New Baltimore, pursuant to a contract between the Ravena Rescue Squad and the Town of New Baltimore. He added that this was a concern that they had and it conjured up some concerns with respect to the volunteers and based on what Councilman Conrad had said, Mr. Wood can give the Town Board a perspective as to what contractually the obligations are.

Councilman Conrad interjected that no one is questioning a mutual aid situation; it is the routine day-to-day operation that they are questioning.

Supervisor Hotaling stated that he would reach out to Mr. Wood to try to schedule him for an up-coming workshop.

Police Chief Request to Attend Advanced Critical Incident Training

Supervisor Hotaling stated that Chief Giroux has requested to attend Advanced Critical Incident Training and asked him to summarize the request. Chief Giroux stated that he routinely gets notified of police training within the area and from time to time something comes up that would be very beneficial and there is one that deals with school violence and critical incident management relative to school incidents such as active shooter response, bomb threats and things that are related to how to manage and mitigate a crisis at a school. He added that he would like to attend the training and has requested to attend the two-day training in Goshen, NY. He concluded by saying that he believes that it would be very beneficial as far as police response if something of this nature arose.

Supervisor Hotaling inquired as to if there are sufficient funds for this type of training.

Chief Giroux stated that the training line in the budget is for tuition and lodging and things of that nature that are associated with training above and beyond the normal training that is provided by the state.

Supervisor Hotaling stated that the cost would be \$401.00.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Rogers, authorizing the Police Chief to attend the two-day training seminar on school violence.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Supervisor Hotaling asked that he report back to the Town Board with any information that would be appropriate after the training.

Purchase of Roller for Highway Department

Supervisor Hotaling stated that during the budget process for 2005, they had discussed purchasing a roller for the Highway Department and in turn Highway Superintendent Deering has permitted his request to purchase a roller along with three quotes. He added that is one quote each for a gas roller and one quote

each for a diesel roller. He then asked that Highway Superintendent discuss what his recommendation would be and if he prefers gas or diesel.

Highway Superintendent Deering stated that he would prefer a diesel because they last longer but it would be the Town Board's decision. He added that he had two quotes for diesel.

Councilwoman Chmielewski asked which of the diesel he would prefer out of the two.

Councilman Conrad asked how long it would take to get it.

Highway Superintendent stated that they are usually in stock.

Councilman Conrad asked if he wanted to wait until he had a third quote.

Highway Superintendent Deering stated that he would like to wait and get a quote on a third.

Supervisor Hotaling stated that they would add that one to the ones they currently have and they would consider authorizing the purchase at the next Town Board Meeting. He added that the roller would be used for patching roads.

Councilwoman Chmielewski interjected that they included the purchase of a roller in the budget.

Supervisor Hotaling stated that he believed that \$11,000.00 was allowed but they can consider the diesel for a few thousand more and added that they also have discussed purchasing a truck.

RESOLUTIONS

RES. #51-05 AUTHORIZATION FOR SUPERVISOR AND COUNCILWOMAN TO ATTEND ASSOCIATION OF TOWNS FINANCE SCHOOL

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

WHEREAS, the Association of Towns of the State of New York 5th Annual Finance & Management School will be held May 11-13, 2005, at the Holiday Inn in Saratoga Springs, NY, and

WHEREAS, the Town Board believes the agenda topics to be of benefit to the fiscal operation of the Town, and

WHEREAS, a registration fee of \$175.00 is required,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor Ronald K. Hotaling, Jr. and Councilwoman Nita J. Chmielewski to attend the Association of Towns 5th Annual Finance and Management School, and

BE IT FURTHER RESOLVED, that payment of the registration fee of \$350.00 is authorized.

RES. #52-05 APPOINT PART-TIME POLICE OFFICER

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

WHEREAS, the Town Board is desirous of assisting the Chief of Police in his ability to maintain appropriate coverage consistent with the mandate in the 2005 Budget, and

WHEREAS, the Chief has recommended an individual currently working as a part-time Village Officer,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby approve the employment of David Smith as a part-time Police Officer, effective immediately. The rate of pay is to be set in accordance with the Labor/Management Agreement.

RES. #53-05 AUTHORIZE SUPERVISOR TO ENTER INTO AGREEMENT WITH EASTERN COPY PRODUCTS FOR A PHOTOCOPIER

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

WHEREAS, the lease and service agreement for the Lanier Photocopier 5435 will expire on April 9, 2005, and

WHEREAS, the Assessor's Office and Building Department are in need of a photocopier, and

WHEREAS, four competitive price quotes were obtained and reviewed, and

WHEREAS, Eastern Copy Products has offered a quote for 48 months for a Konica 7235 with a \$1.00 buy-out option, and

WHEREAS, Eastern Copy Products further offered to include for 48 months a used Konica 7022, which will be subject to renegotiation at the expiration of the contract,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor Ronald K. Hotaling, Jr. to enter into an agreement with Eastern Copy Products for a Konica 7022 photocopier, and a Konica 7222 photocopier at the rate of \$142.00 per month, and

FURTHER BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Ronald K. Hotaling, Jr. to enter into an all-inclusive service agreement for both machines at the rate of \$42.00 per month.

RES. #54-05 APPROVE DECEMBER 2004 ABSTRACT

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

ABSTRACT	VOUCHER #	AMOUNT
GENERAL (A)		
General	2712	\$292.50
	General Total	\$292.50
HIGHWAY (D)		
Highway	2711	\$494.00
	Highway Total	\$494.00
	TOTAL FOR ALL FUNDS	\$786.50

RES. #55-05 APPROVE MARCH 2005 ABSTRACT

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

ABSTRACT	VOUCHER #	AMOUNT
GENERAL (A)		
Pre-Pay	219-241,253	\$ 142,746.42
General	286-335	\$ 50,782.02

	General Total	\$ 193,528.44
PART-TOWN (B)		
Pre-Pay	242-252,254	\$ 18,841.52
Part-Town	336-345	\$ 2,245.62
	Part-Town Total	\$ 21,087.14
HIGHWAY (D)		
Pre-Pay	255-264	\$ 39,256.57
Highway	346-382	\$ 15,663.82
	Highway Total	\$ 54,920.39
SEWER (SS)		
Pre-Pay Sewer	265-279	\$ 10,699.02
Sewer	383-397	\$ 6,631.33
	Sewer Total	\$ 17,330.35
SPECIAL DISTRICT(SW)		
Special Water	398	\$ 339.54
	Spec. Dist. Total	\$ 339.54
	TOTAL FOR ALL FUNDS	\$287,205.86
TRUST & AGCY. (TA)		
Pre-Pay	280-285	\$164,446.59
Trust & Agency		
	Trust & Agcy.	\$164,446.59
	Total	

CORRESPONDENCE

None at this time.

TOWN BOARD WORKSHOPS

April 11, 2005 Town Board Meeting, 7:00pm
 April 19, 2005 Town Board Workshop, 6:00pm

CLOSING COMMENTS

Supervisor Hotaling asked if there were any closing comments.

Councilman Stanton stated that he received from the Supervisor a correspondence about Albany County and their Department of Economics and Development Conservation Planning. He added that they are in the process of getting a grant for the Greenway Conservancy for the Hudson River Valley to promote local farms and farm products. He added that they will be developing a drive yourself tour of the farms in Albany County in addition to having farm day events to allow non-farm communities to experience first-hand some of the special qualities of Albany County agriculture. He then stated that they are asking that the Town of Coeymans send a letter of support.

Supervisor Hotaling stated that with the Town Board's approval he would be happy to write a letter of support.

Councilman Conrad stated that he had a Municipal Fund-Raising and Gifting brochure and in the past they have had contracts for services with local groups and in reading the brochure he sees that they have to update the procedure. He then asked Supervisor Hotaling to give an update as to where they stand with the new zoning and Comprehensive Plan.

Supervisor Hotaling stated that it was announced that they were moving forward with some zoning recommendations that the Planning Board has made and as a result of that they have engaged in some dialog with several vendors to develop a Comprehensive Pan. He added that the recommendations were unanimous that the Town takes a look at a Town-Wide Comprehensive Plan Document as opposed to looking at a particular area. He added that the Town Board would like to focus their attention on the area between the Bethlehem and Greene County line, Rte. 9W and the river. He concluded by saying that they are waiting for all of the proposals and once they have them they will be making an announcement and selecting one to move forward with a Comprehensive Plan for the Town of Coeymans.

Supervisor Hotaling continued by saying that there is a seminar coming up for Town Supervisor's of Guilderland, New Scotland, Bethlehem, and Colonie and as an afterthought Coeymans was invited. He added that the seminar will be about the towns and how they developed their Comprehensive Plan and he would like a representative to attend on behalf of the Town of Coeymans.

Councilman Conrad interjected that this is part of the necessary groundwork to do the zoning changes and there needs to be a starting and finishing point that is

consistent with the zoning. He added that this would give people an idea of where the town is headed and would give people the opportunity for input.

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

ADJOURNMENT

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad, the Town Board Meeting was adjourned. Time 8:34pm
VOTE – AYES 5 – NAYS 0 – SO MOVED

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Workshop Meeting was held Tuesday, March 15, 2005, at 6:00 PM at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling, Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Larry Conrad, Councilman

Supervisor Hotaling opened the Workshop and led the Pledge of Allegiance.

AGENDA ITEMS

- Tire Project Update – Dave Vahue, LaFarge
- Association of Towns – Ulster County Property Tax Reform Task Force
- Chapter 102 of Town Code – Garbage Receptacles
- Projects for General Electric Global Community Day
- Sewer Contract Addendum
- Drug Policy
- Police Staffing

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the Workshop.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Rogers, the Workshop was adjourned. Time 8:15pm

VOTE – AYES 5 – NAYS 0 – SO MOVED

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Town Board Meeting was held Monday, March 14, 2005, at 7:00PM at Town of Coeymans, Town Hall, 18 Russell Avenue, Ravena, New York.

PRESENT: Ronald K. Hotaling Jr., Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ALSO PRESENT: Diane Millious, Town Clerk
Albert Deering, Highway Superintendent
Scott Giroux, Chief of Police
Joseph Rotello, Town Attorney

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

Supervisor Hotaling stated that the record should reflect that there is a full Town Board in addition to Town Clerk Millious, Highway Superintendent Deering, Chief of Police Giroux and Town Attorney Rotello being present.

OVERVIEW OF AGENDA

- Public Comment Period
- Public Announcement
 - WNYT Earth Day
 - GE Global Community Day
- Approval of Minutes
 - Town Board Meeting – February 28, 2005
- Department Report Review
 - Building Department – February 2005
 - Police Department – February 2005
 - Town Historian Annual Report 2004
- Old Business Update and Discussion
 - Sewer Warrant
 - Highway Garage Roof
- New Business Topics for Discussion and/or Action
 - Acceptance of Police Officer Resignation
 - Schedule for Evenings on the Green
 - Authorize Police Chief to Dispose of Unit 920 Police Car
- Resolutions
 - Authorize to Hire Bruce Bartley as Data Collector for Assessor

- Approve Contract with CustomerLinx for Municipal Tax Processing
- Authorization to Hire Part-Time Police Officer
- Correspondence
 - Office of Real Property Services – Residential Assessment Rate
 - Time Warner Cable – Madison Square Garden & Fox Sports
 - Mid-Hudson Cable – New Programming Rates
 - NYS Senator Elizabeth Little – Shared Local Services
 - Office of Parks, Recreation & Historic Preservation – VanDerzee Farm
- Town Board Workshops / Meetings
 - March 15, 2005, 6:00pm – Workshop (Association of Towns & Property Tax Reform Task Force, LaFarge update of Tire Project, police staffing)
 - March 28, 2005, 7:00pm – Meeting

PUBLIC COMMENT

Supervisor Hotaling invited the public to comment at this time.

Ms. Linda Marshall – stated that she is a resident of the Town of Coeymans and she has been one of the many citizens that have been fighting the proposed landfill that the City of Albany would like to cite near the Middle and High Schools and expressed her concerns for the children in addition to the devaluation of property. She continued by saying that she understands that the City of Albany has offered on two occasions a Host Community Benefit Package to the Town and she had attempted through Freedom of Information to obtain this and there has been nothing forthcoming and she does not understand why. She added that representatives from the Town had met with Mayor Jennings regarding the landfill and she is puzzled by the fact that the attorney representing the Town was not present but the attorney from Nixon Peabody, representing the City of Albany was there. She concluded by saying that through the Freedom of Information Law maybe some of her questions will be answered.

Supervisor Hotaling stated that all of the questions that she raised had already been answered by him in his statement to her about the meeting with Mayor Jennings and he advised that the participants in the meeting were himself, Town Attorney Rotello, Mayor Jennings, Mr. Calderone and an attorney from Nixon Peabody.

Town Attorney Rotello stated that the reason the attorney from Nixon Peabody was present and not corporation council was because of a recent appointment to the bench.

Supervisor Hotaling added that he had gone over the contents of the meeting with Ms. Marshall in open forum and his meeting with Mayor Jennings was not a

negotiation about the landfill but instead to go over information that the Town had received about the Wetlands Report that was done in May 2004 and for him to determine first hand what Mayor Jennings's intentions were as to whether he would continue to pursue citing the landfill in the Town of Coeymans and Mayor Jennings had made it perfectly clear that his intention was to continue citing the landfill in Coeymans. He concluded by saying that during the meeting he reiterated the fact that the Town will continue to oppose the citing of the landfill no matter what the length of life was to be but if the landfill is permitted in the Town of Coeymans he wanted to make sure that he could secure from the City of Albany whatever the Town is entitled to in terms of Host Community Benefits.

Supervisor Hotaling then asked Ms. Marshall about her inference to two separate Host Community Benefits being offered and asked for a timeline as to when she believed the first and second one was received.

Ms. Marshall stated that she knows that there was one in 1994 and the second one to which she was referring is the one that the current Town Board has made reference to.

Supervisor Hotaling stated that the current Board made reference to it and when she made a request to get it, on the advice of Town Attorney Rotello the document was deemed to be part of an ongoing litigation between the Town of Coeymans and the City of Albany and as such it was not subject to F.O.I.L. and the contents is what he had said to be "bargain basement" and unacceptable if it were to be in negotiation. He added that they are not in the negotiation stage because they are opponents and not negotiators at this point and added that there may come a time when his roles switches but it has not occurred yet.

Ms. Marshall stated that she does not know under which circumstances are not subject to Freedom of Information and does not want anyone to think that she is not trusting Town Attorney Rotello's level of competence as an attorney. She added that there is still question as to why the attorney from Whiteman, Osterman and Hannah representing the Town was not present for the meeting because it would be helpful to have people that are dedicated to one aspect to all be in the same room.

Supervisor Hotaling interjected that he would take full responsibility for whom he took to the meeting and he wanted Town Attorney Rotello to go and he did not ask a representative from Whiteman, Osterman and Hannah because it was not a negotiation but rather an attempt to find out the intent of the Mayor of the City of Albany as to whether or not he wants to continue to attempt to cite the landfill. He concluded by saying that he got the answer and left and there were no negotiations.

Ms. Marshall asked if it could have been done in writing.

Supervisor Hotaling stated that it could have been done by letter but he chose rather to go there and he announced in open forum that he went. He added that there is nothing secret about it and he takes offense to her inference that there might be and it is not a cloak and dagger situation.

Ms. Marshall reiterated that she wanted to see under the Freedom of Information Law is the list of Host Community Benefits that the City of Albany has offered.

Supervisor Hotaling stated that they turned over to a member of her group the Wet Land Delineation Report when it was not available to anyone else and under Attorney Rotello's advice chose not to release the Host Community Benefits letter.

Town Attorney Rotello interjected that the letter came to him from Corporation Council and it was marked Attorney Client Privilege from one attorney to another and based on his understanding he does not have the authority to release it and he does not believe that he has the authority to waive the privilege that was placed by Corporation Council. He added that a F.O.I.L. request could go to the City of Albany but he did not know if they would disclose it either and then reiterated that it was not for him or the Town Board to disclose.

Supervisor Hotaling stated that from his perspective he did not believe that it contained any great Host Community Benefits.

Ms. Marshall stated that she is doing her best to make sure that all of the kids in the school district get an excellent education and there is clean air to breathe and the Town remains a great place to live.

Supervisor Hotaling thanked Ms. Marshall and then asked if anyone else wished to make a comment, hearing none he moved to the next item on the agenda.

PUBLIC ANNOUNCEMENT

WNYT Earth Day

Supervisor Hotaling stated that on April 23, 2005 the Third Annual Capital District Electronic Collection, including room air conditioners, will be held in the front parking lot of Taft Furniture, which is located at 1960 Central Avenue in Albany from 7:00am to 1:00pm and will take place rain or shine. He added that it is sponsored by WNYT and Waste Management Recycling Products are going to be there as well collecting electronics. He added that in order to facilitate the process a coupon with a number assigned to the Town of Coeymans will be necessary and can be picked up at the office of the Town Clerk and certain items will require a fee to be paid when the coupon is issued, which includes computer

monitors with a limit of two for \$7.90 each and televisions will cost \$10.00 each with a limit of two all other electronics will be free and a list of items that will not be accepted will be on the coupon. He continued by saying that the Program is looking for volunteers to help that day and you must be available for three hours increments either from 7am to 10am or 10am to 1pm, anyone interested can contact the Supervisor's Office at 756-6006 and the deadline to sign up is April 14, 2005. He concluded by saying that the coupons will be available after the next Town Board Meeting when they have a better understanding as to what the coupon arrangement will be.

GE Global Community Day

Supervisor Hotaling stated that last year GE brought a group of approximately 20 volunteers from the Selkirk Plant and worked in various areas around town and he received a call from Mike Vatalaro saying that they plan on doing it again this year and asked that the Town Board identify some projects that they could potentially accomplish on Community Day, which is scheduled for May 11, 2005. He added that he will be having discussion with the Town Board for suggestions and then invited calls from the community for suggestions for the GE workers to engage in, which will make the community a better place.

APPROVAL OF MINUTES

Town Board Meeting – February 28, 2005

Supervisor Hotaling asked if everyone had the opportunity to review the minutes and then asked for a motion to accept them.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Chmielewski, the Town Board Meeting minutes for February 28, 2005 were accepted as presented.

VOTE – AYES 4 – NAYS 0 – ABSTAIN 1 (Conrad – absent from the meeting) –
SO MOVED

DEPARTMENT REPORT REVIEW

Building Department Monthly Report – February 2005

Supervisor Hotaling asked that Councilman Conrad give the Building Department Report for February 2005.

Councilman Conrad read the report.

Supervisor Hotaling asked for a motion to accept the report.

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Stanton, the February 2005 Building Report was accepted as presented.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Councilman Stanton inquired as to if the Town of Coeymans has ever charged for fire inspections.

Collectively Supervisor Hotaling and Councilman Conrad stated that they didn't believe so.

Councilman Conrad stated that there are certain annual fire inspections that are required on commercial buildings and multiple dwelling buildings.

Councilman Stanton asked if the Town charges for them.

Councilman Conrad stated that there is no charge and are required as part of the Local Law to be done once a year.

Police Department Monthly Report – February 2005

Supervisor Hotaling asked that Chief of Police Giroux give the Police Department Monthly Report for February 2005.

Chief of Police Giroux presented the monthly report.

Supervisor Hotaling asked for a motion to accept the report.

MOTION

On motion of Councilman Conrad, seconded by Councilman Stanton accepting the February 2005 Police Report.

Councilman Conrad stated that he has been taking notice to the amount of traffic tickets issued and he questions whether the numbers that are reported are just for the Town or Town and Village combined.

Chief Giroux stated that the numbers are Communications statistics and are Town and Village combined.

Councilman Conrad asked what the breakdown would be.

Chief Giroux stated that he did an analysis of the trend for the last several months and it is 3-1 Village over Town.

Town Historian – 2004 Annual Report

Supervisor Hotaling stated that there is an Annual Report from Town Historian Marvin Wolfe and continued by reading the report and thanking Mr. Wolfe for his efforts.

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad, to accept the Town Historian's 2004 Annual Report.

VOTE – AYES 5 – NAYS 0 – SO MOVED

OLD BUSINESS

Sewer Warrant

Supervisor Hotaling stated that on December 27, 2004 resolution 131-04 was passed relating to the manner in which the Sewer Warrant would be calculated and it authorized the Town Clerk to collect the Warrant for the first billing cycle in 2005. He continued by saying that at that time the total was not clear and they now have identified the total and it is \$80,535.00. He concluded by saying that he believes that the total should be added by motion to amend the resolution.

Councilman Conrad stated that they set an annual figure and the \$80,535.00 is for the first billing and the total warrant would be twice that amount and any adjustments would have to be done by resolution.

Supervisor Hotaling asked if the total should then be \$80,535.00 X 2 and continued by reading the last paragraph of the resolution.

Councilman Stanton interjected that another resolution has to be done to collect for the second half.

Councilman Conrad stated that the law provides for the annual establishment of the Sewer Rate and added that previous Town Boards have done resolutions twice a year but the rate is set annually.

Councilwoman Chmielewski stated that she agrees with Councilman Conrad in that it should be set once a year by the Town Board and collected in two portions from January to June and July to December.

Supervisor Hotaling stated that in addition to adding the total the last paragraph it should be amended to include language that includes the total as doubled to \$161,070.00 and continued by reading the last paragraph of Resolution 131-04 and changing the wording as follows.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize the Town Clerk to collect the Total Warrant for the Sewer for 2005 in the amount of \$161,070.00 to be collected in two separate billing cycles.

Town Clerk Millious stated that previous to 1999 it was done annually and then it was changed to two resolutions, one in December and one in June.

Councilman Conrad stated that the law is going to be amended to reflect further changes.

Town Attorney Rotello interjected that in 1999 there was an attempt to change the billing cycle and the manner in which Sewer was billed to before you use it as opposed to after you use it.

Councilman Conrad stated that in doing this they changed the rates per thousand and the amounts half way through the year, which was not consistent with the law and this is something that he has harped on for years with previous Town Boards.

Councilman Stanton inquired as to what would happen if there were changes during the year.

Councilman Conrad stated that changes are authorized by the Town Board to change the warrant by resolution and it had gotten out of hand with previous Town Boards in not doing this.

MOTION

On motion of Councilman Conrad, seconded by Councilman Stanton to amend Resolution 131-04 to reflect the change in wording previously stated by Supervisor Hotaling.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Highway Garage Roof

Supervisor Hotaling stated that he had received a letter from Highway Superintendent Deering and read as follows:

Dear Ron / Town Board

I would like to take a moment to comment on the recent roof replacement on our back building. The work was performed by Reliable Roofing & Construction L.L.C. and the job was completed in approximately two weeks. The work was done in an extremely efficient manner, the work crew never interfered with Town Operations, they worked consistently though extreme weather, and left no trace of debris or materials of any kind. The new roof seems to be well installed and has improved the look of the building. I am satisfied with the work done and would like to give a "job well done" to the company and the crew.

Sincerely,

Albert Deering
Highway Superintendent

Supervisor Hotaling stated that he would share the letter with Reliable Roofing and thanked Highway Superintendent Deering for giving it to the Town Board.

NEW BUSINESS

Acceptance of Police Officer Resignation

Supervisor Hotaling stated that Chief Giroux advised that one of the Officer's is tendering his resignation and asked that Chief Giroux comment.

Chief Giroux stated that Sergeant Andrew Washington has accepted a position with the Albany County Sheriff's Department effective March 18, 2005 and his last day with the Coeymans Police Department will be March 17, 2005. He added that Sergeant Washington is the most aggressive and capable Officer and Supervisor that he has on staff and he will be sorely missed by himself and anyone else that had the pleasure of working with him.

Supervisor Hotaling continued by reading the following:

To: Chief Scott D. Giroux

From: Sgt. A. Washington #105

Subject: Resignation Letter

Please accept this letter of resignation on my behalf. March 17, 2005 I will resign from the Town of Coeymans Police Department. Thank you for the employment and educational opportunities.

Andrew Washington

Cc: Town of Coeymans Supervisor, Ronald K. Hotaling

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Rogers to accept the resignation of Andrew Washington, effective March 17, 2005.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Councilman Stanton wished him well with his future endeavors and stated that he was very professional and well liked in the Town as an Officer and a gentleman.

Schedule for Evenings on the Green

Supervisor Hotaling stated that there is a tentative schedule for Evenings on the Green and added that as a reminder to the public the 2005 Budget does not include money for a fireworks celebration at Coeymans Landing Park but does include funding for the Thursday Evenings on the Green. He continued by giving the following tentative dates:

July	7,14,21,28
August	4,11,18,25
September	1

Supervisor Hotaling added that they are currently moving forward with scheduling entertainment and there have been some requests for some bands to be contracted and Confidential Secretary has been working on putting together a contract. He then asked that Town Attorney Rotello look at the draft of the contract so they can move forward in engaging the entertainment.

Authorize Police Chief to Dispose of Police Car

Supervisor Hotaling asked that Chief Giroux comment on this agenda item.

Chief Giroux stated that they have secured in this year's budget funds for a new police car that was ordered and purchased and is currently in service. He continued by saying that the old car has been stripped down and is now ready to

be disposed of and in the past they have been put out to bid in the hope of generating some funds. He then stated that he is requesting authorization to do this.

Supervisor Hotaling stated that he would like to discuss this with the Town Board and determine if there is any other useful purpose for it within the Town. He added that if it is determined that there is no other useful purpose he would not have a problem authorizing the Chief to do this. He concluded by reiterating that the new car was budgeted for in 2005 and cash payment is in the process of being paid.

Councilman Conrad inquired as to what kind of revenue is generated.

Chief Giroux stated that it would be approximately \$2,000.00 for a vehicle in this condition and there are vendors that keep their eyes open for used police cars.

RESOLUTIONS

Supervisor Hotaling stated that he wanted the Town Board to note that he had a discussion with Chief Giroux prior to the meeting and they would be taking the third resolution off the agenda because there is more information to gather.

RES. #49-05 AUTHORIZE HIRING OF BRUCE BARTLEY AS DATA COLLECTOR FOR ASSESSOR

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

WHEREAS, Laura Van VanValkenberg, the Sole Assessor has requested the assistance of a data collector, and

WHEREAS, the Sole Assessor requires assistance in verification of new construction information onto property record cards, and entering the new data into the RPS Program, and

WHEREAS, the Assessor has found a qualified individual who is a trained data collector and knowledgeable in the use of the computer program needed to accomplish this work,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby approve the hiring of Bruce Bartley as data collector, as needed from March 11, 2005 to April 16, 2005, at the hourly rate of \$11.00.

Discussion ensued regarding the hourly wage.

Councilwoman Rogers asked where the hourly rate came from.

Supervisor Hotaling stated that it came directly from the Assessor.

Councilman Conrad stated that this person has to be knowledgeable about building costs and there is quite a bit of work involved.

Councilman Stanton interjected that this person will only be working Fridays and Saturdays and it will only be for five weeks.

Councilman Conrad stated that they are fortunate to find someone to do this for \$11.00 an hour.

Collectively it was agreed that \$11.00 an hour is fair compensation.

RES. #50-05 APPROVE CONTRACT WITH CUSTOMELINX FOR MUNICIPAL TAX PROCESSING

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

WHEREAS, the tax bills for the Town of Coeymans were prepared by the firm of CFO for Hire, and

WHEREAS, CFO for Hire has advised the Town, in a letter dated February 3, 2005, that they are closing down their municipal services division and will no longer provide the services related to our tax bills, and

WHEREAS, the Town Clerk and Sole Assessor have researched similar service providers, and

WHEREAS, they have mutually recommended a vendor, and

WHEREAS, the vendor, CustomerLinx of New Burgh, NY, proposes to provide Tentative Assessment Rolls (3 copies) change of Assessment Notices (2 copies), final Assessment Rolls (3 copies), final School Assessment Rolls (1 copy), Assessor's Annual Reports (3 copies), County/Town tax rolls (3 copies), County/Town tax bills (2 copies), 12 cross reference or other standard RPS reports, prepare files for collection package. Includes standard forms, delivery billed at cost.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize the Supervisor to contract with Mr. Dave Brokaw of CustomerLinx to provide the necessary services to the Town Clerk and Sole Assessor at the rate of \$.57 per parcel, billed in increments (Tentative

Roll, Final Roll, County/Town Tax Bill). The vendor will also provide additional services to the Town Clerk, as necessary.

CORRESPONDENCE

Office of Real Property Services – Residential Assessment Ratio

Supervisor Hotaling stated that the Office of Real Property Services has indicated by correspondence dated February 2005, that the Board of Real Property Services has determined the Residential Assessment Ratio for the Town of Coeymans to be 81.21. He added that in 2000 there was a considerable costly effort to have a move to 100% full-value assessment and four years later there is a significant drop and if not addressed it will lead to serious problems.

Councilman Conrad interjected that Assessor VanValkenberg has informed the Town Board that they need to do something quickly or they will be suffering the consequences because the community as a whole should be within 5% of the 100% and because of the drop everyone is at risk of having percentages changed on the School Tax Levy and the taxpayers would pay more than their share of the School Tax costs. He added that it is because the house market has significantly changed and has increased by over 20% per year and this is part of the reason why Assessor VanValkenberg is hiring a Tax Data Collector and possibly they can look to do something in 2006 to get the Town back up to an acceptable percentage.

Supervisor Hotaling interjected that it is something that they are going to have to address.

Time Warner Cable – Madison Square Garden & Fox Sports Programming

Supervisor Hotaling stated that this correspondence relates to the few number of homes that have Time Warner Cable in the Town of Coeymans and continued by saying that there was some discussion regarding a franchise renewal and it is ongoing. He added that this is separate from that and continued by reading the correspondence, which pertained to MSG and FSNY being removed from Time Warner Cable.

Mid-Hudson Cable – New Programming Rates

Supervisor Hotaling stated that for those that have Mid-Hudson Cable, he also had a correspondence to share and continued by reading it, which pertained to Mid-Hudson Basic cable rates increasing to \$46.95

NYS Senator Elizabeth Little – Shared Local Services

Supervisor Hotaling stated that Senator Little has invited the Town to share with her and her staff the positive aspects of shared services with other municipalities. He added that he would be discussing it with the Town Board as to if the Town should participate.

Attorney Rotello interjected that in the correspondence she referenced the Attorney General and State Comptroller reports, which were available on their website, on consolidations and dissolutions.

Office of Parks, Recreation & Historic Preservation – Van Derzee Farm

Supervisor Hotaling stated that he has a correspondence from New York State Office of Parks, Recreation and Historic Preservation, which pertains to the Cornelius & Agnietje VanDerzee Farm on VanDerzee Road being placed on the State Register of Historic Places. He added that this is something that the Town can be proud of and will be shared with the Town Historian, Historical Society and Alcove Preservation Society.

TOWN BOARD WORKSHOPS / MEETINGS

March 15, 2005, 6:00pm – Workshop
March 28, 2005, 7:00pm – Meeting

ADDITIONAL COMMENTS

Supervisor Hotaling asked if there was any further business to bring before the Board.

Councilman Conrad stated that he has reviewed the Drug Policy that was provided by AMTEK and there are some changes that he believes should be made to move it forward.

Supervisor Hotaling stated that they could add it to the agenda for the March 15th Workshop.

Councilman Conrad added that the Leash Law has been brought up from time to time and there is a Leash Law in effect in the Hamlet area and there are several residents that would like it to be town-wide. He added that he would like to put it out to the public again to see where they stand as it seems to be a bigger problem.

Councilman Conrad continued by saying that they have been questioned by residents about when they will be doing something with the Solid Waste Laws that were promulgated in 2000, which are apparently seeing some unfair enforcement and the fact that it was enforced specific to the Hamlet area.

Supervisor Hotaling stated that he had asked that Town Attorney Rotello look into the matter and the possibility to amend the law to provide some flexibility.

Town Attorney Rotello stated that it would have to be by amending the Local Law and going through the Local Law adoption process.

Councilman Conrad stated that there are also some problems with recycling that need to be addressed and the language should be amended and some sections repealed. He added that there are some areas, such as the waste haulers, that have been overlooked and they should look into bringing it back up to speed.

Discussion ensued regarding the problem areas in Town and sections of the law that need to be addressed.

Supervisor Hotaling interjected that it will be an effort of repeal and consolidation and trying to codify it into one law if they can and it should be addressed as soon as possible and they could put together a time-line at the March 15th Workshop.

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the meeting.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Chmielewski, the meeting was adjourned. Time 8:20pm
VOTE – AYES 5 – NAYS 0 – SO MOVED

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Town Board Meeting was held Monday, February 28, 2005, at 7:00PM at Town of Coeymans, Town Hall, 18 Russell Avenue, Ravena, New York.

PRESENT: Ronald K. Hotaling Jr., Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman

ABSENT: Laverne Conrad, Councilman

ALSO PRESENT: Diane Millious, Town Clerk
Scott Giroux, Chief of Police
Joseph Rotello, Town Attorney

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

SUPERVISOR'S OPENING

Supervisor Hotaling stated that the record should reflect that Councilman Conrad is absent and added that Town Attorney Rotello, Chief of Police Giroux and Town Clerk Millious were present. He continued by giving an overview of the agenda.

OVERVIEW OF AGENDA

- • Public Comment
- • Approval of Minutes
 - Town Board Meeting – February 14, 2005
 - Joint Town/Village Meeting – February 14, 2005
 - Town Board Workshop – February 15, 2005
- • Department Report Review
 - Building Department Monthly Report – January 2005
 - Town Clerk Monthly Report – January 2005
 - Police Department Monthly Report – January 2005
- • Old Business Update and Discussion
 - WWTP Upgrade Project
 - Job Openings – Part-Time Justice Clerk, Deputy Highway Superintendent
- • New Business Topics for Discussion and/or Action
- • Resolutions
 - Approval of CT Male WWTP Proposal
 - Approval of December 2004 Abstract
 - Approval of February 2005 Abstract

- • Correspondence
 - Ravena Rescue Squad
- • Town Board Workshops/Meetings
 - Town Board Meeting – March 14, 2005, 7:00pm
 - Town Board Workshop Meeting, March 15, 2005, 7:00pm
- • Adjournment to Executive Session
 - Litigation Strategy

PUBLIC COMMENT

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

APPROVAL OF MINUTES

Supervisor Hotaling stated that there were three sets of minutes for consideration and asked for a motion to approve the following:

- February 14, 2005, Town Board Meeting
- February 14, 2005, Joint Town/Village Meeting
- February 15, 2005, Workshop Meeting

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilman Stanton, the minutes were approved as read.

VOTE – AYES 3 – NAYS 0 – ABSTAIN 1 (Rogers) ABSENT 1 (Conrad)

Councilwoman Rogers indicated that she was absent from the February 14 meetings.

DEPARTMENT REPORT REVIEW

Building Department Monthly Report – January 2005

Supervisor Hotaling gave the Building Department Monthly Report and then asked for a motion to approve it.

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Stanton, the Building Department Monthly Report was accepted as presented.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Conrad) – SO MOVED

Town Clerk Monthly Report – January 2005

Supervisor Hotaling asked that Town Clerk Millious render the Town Clerk’s Monthly Report.

Town Clerk Millious gave the Town Clerk’s Monthly Report.

Supervisor Hotaling asked for a motion to accept the report.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Chmielewski, the Town Clerk’s Monthly Report was accepted as presented.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Conrad) – SO MOVED

Supervisor Hotaling gave a further breakdown of the property tax total paid to the Supervisor.

Police Department Monthly Report – January 2005

Supervisor Hotaling asked that Chief of Police Giroux give the Police Department Monthly Report.

Chief Giroux gave the Police Department Monthly Report.

Supervisor Hotaling asked for a motion to accept the report.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Rogers, the Police Department Monthly Report was accepted as presented.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Conrad) – SO MOVED

OLD BUSINESS

Waste Water Treatment Plant Upgrade Project

Supervisor Hotaling stated that there have been several discussions over the past year about the upgrades to the Waste Water Treatment Plant that are required by the Department of Environmental Conservation and added that in 2002 there was a grant to

the Town of Coeymans totaling approximately \$582,000.00. He continued by saying that in 2004 there were two occasions that they put out bid specifications to get the project bid and in both instances the numbers were far in excess of the authorization to spend and the expiration of the contract was set to expire on March 31, 2005 and they were seeking alternatives trying to satisfy the upgrades and deal with the moratorium that DEC had placed the Waste Water Treatment Plant under. He added that they had reached out to other engineering ideas and in light of that they requested for an extension of the contract from DEC to March 31, 2006, which was accepted and he now has a copy of the fully executed amendment to the original contract and DEC recognizes the Town Board's concerns relative to bidding the project and they also recognize the need to satisfy the upgrades to the extent that they can in order to lift the moratorium and have advancement at the Waste Water Treatment Plant. He concluded by saying that later in the meeting they will be discussing the project as well as a proposal for satisfying this within the next few months.

Job Openings – Highway Department, Justice Court

Supervisor Hotaling stated that he wanted to remind everyone that they are still in the need of applications for a couple of positions within the Town of Coeymans. He added that one of the positions is a part-time clerk in the Justice Court and they have received a few applications but wanted to give everyone the same opportunity. He went on to say that the position is not to exceed 21 hours and is a non-competitive position and interested applicants must have a High School diploma, a working knowledge of the computer and good office skills and may be subject to a background investigation. He continued by saying that questions should be directed to the Supervisor's Office at 756-6006 and applications and job descriptions are available at Town Hall, 18 Russell Avenue in Ravena and the hourly rate for the position is posted at \$10.23 per hour and anyone interested should call Town Hall in order to be considered with the applications that they already have.

Supervisor Hotaling continued by saying that the 2005 Budget provided for a Deputy Superintendent of Highways and they have sought applications for the position for approximately a month. He added that it has been advertised locally in the News Herald as well as in the Times Union and in discussing with Highway Superintendent Deering, they will be advertising as well in the Greene County News and the Bethlehem Spotlight in order to encourage some applicants. He continued by reading the following:

The Highway Department is accepting applications for the position of Deputy Highway Superintendent. Applicants must have a knowledge of the practices, tools and equipment used in highway maintenance and will be required to fulfill any and all duties of the Highway Superintendent, including but not limited to management and administration of personnel, knowledge of Highway and Municipal Laws and regulations, implementation and enforcement of safety guidelines, operation and mechanics of highway repairs with outside contractors, execution of paperwork related to said duties and basic public relations. Applicants must hold a valid NYS CDL and complete a drug and alcohol

screening. Competitive pay, benefits and retirement, contact Highway Superintendent Deering 756-2251 or send a resume to the Town of Coeymans Highway Department. Supervisor Hotaling added that he believes that the salary for the position is approximately \$35,000.00 and anyone interested in the position should apply.

Councilwoman Chmielewski asked if the Times Union ad generated any applications.

Supervisor Hotaling stated there was one applicant from the Clifton Park area but he did not possess a CDL. He added that the ad cost the Town approximately \$450.00 and was a good ad that was well placed but did not conjure up any applicants.

NEW BUSINESS

Supervisor Hotaling stated that there was no New Business to report at this time.

RESOLUTIONS

Supervisor Hotaling stated that the following resolution would cause them to move forward with the Waste Water Treatment Plant proposal that is needed. He continued by saying that he received a call from Andrea Dziewa, an engineer for the Department of Environmental Conservation and the Town's primary contact, and she indicated that the Governor had reiterated his pledge to make the Hudson River a sparkling clean swimming place from its mouth near New York City to the Adirondacks by 2009 and as a result the State of New York is sending out applications for municipalities along the river to assist in the pledge by cleaning up the river. He added that one of the aspects of the Waste Water Treatment Plant that is not proposed in the upgrade is that they do not treat the affluent going into the river and the plan that the Governor proposes requires that it be treated. He continued by saying that the application for monies to support the upgrade is part of the application and he has asked the individual engineering firm to work with DEC to place an application for funding for this and that there are two ways to disinfect the affluent, one being chlorine, which is not the preferred way because DEC does not want it going into the river as it harms the fish and it would then have to be de-chlorinated before it goes into the river. He added that the more expensive, preferred way is ultraviolet treatment, which will require a significant upgrade to the plant and this is why they are seeking funding and Ms. Dziewa indicated that the application criteria for the money seems to suggest that the Town of Coeymans would be able to make application to supplement the money that they already have, which is the \$582,000.00 that they are struggling to keep within the cost of the upgrade. He continued by saying that Ms. Dziewa believes that this application would be right for that kind of funding as well, to supplement that in addition to the disinfecting and also to add some of the components to the upgrades that they are cautiously trying to either place in or out of the project and he is asking the engineering firm that they are considering, in the following

resolution to work with DEC on the Town's behalf for the application submission and there is a good possibility that the Town will be successful. He then asked for the reading of the resolution.

RES. #46-05 AUTHORIZE THE SERVICES OF C.T. MALE FOR THE W.W.T.P. UPGRADE PROJECT

On motion of Councilwoman Chmielewski, seconded by Councilman Stanton, the following resolution was APPROVED – VOTE 4 – NAYS 0 – ABSENT 1 (Conrad) – SO MOVED

WHEREAS, the Town of Coeymans Sewer District has been in need of Waste Water Treatment Plant upgrades, and

WHEREAS, New York State Department of Environmental Conservation has issued a Sewer District moratorium with regard to additional hookups, and

WHEREAS, the Town of Coeymans had previously engaged the services of an engineer to prepare the upgrade project for bidding, and

WHEREAS, on two previous occasions the bidding process was unsuccessful due to the project costs escalating above the Town Board's authorized borrowing limit, and

WHEREAS, since the unsuccessful bid efforts, the Town Board has sought the advice of engineers to arrive at an effective strategy to keep the project within cost limitations, as well as satisfying New York State Department of Environmental Conservation in order to achieve the lifting of the moratorium, and

WHEREAS, the Town Board has received a proposal from the engineering firm of C.T. Male that appears to meet the needs of the Town and its Sewer District, and

WHEREAS, the Town Board is desirous of meeting its obligations with regard to the Waste Water Treatment Plant upgrades,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans authorizes Supervisor Ronald K. Hotaling, Jr., to engage the firm of C.T. Male for the purpose of providing engineering services for upgrades at the Waste Water Treatment Plant, and

BE IT FURTHER RESOLVED, that the Scope of Services and fee, not to exceed \$40,000.00, be approved as per the attached documents.

Supervisor Hotaling stated that for the purpose of explanation, C.T. Male has proposed a different concept than submitted by the previous engineer and there has been some preliminary discussion with DEC. He added that the concept is very workable and continued by explaining that the proposal is to redesign the aeration retrofit, secondary clarifiers and sludge pumping facilities, and the \$40,000.00 is to prepare the project manual and specifications for bidding to bid the project as a base bid with alternates to

allow the award flexibility by the Town in addition to providing contract administration, construction observation and this would be from the beginning to the end of the project.

RES. #47-05 APPROVE DECEMBER 2004 ABSTRACT

On motion of Councilman Stanton, seconded by Councilwoman Rogers, the following resolution was APPROVED - VOTE 4 – NAYS 0 – ABSENT 1 (Conrad) – SO MOVED

ABSTRACT	VOUCHER #	AMOUNT
GENERAL (A)		
Pre-Pay	2692-2696	\$ 20,785.77
General	2701-2709	\$133,542.19
	General Total	\$154,327.96
PART-TOWN (B)		
Pre-Pay	2697	\$ 36.11
	Part Town Total	\$ 36.11
HIGHWAY (D)		
Highway	2710	\$ 656.00
	Highway Total	\$ 656.00
SEWER (SS)		
Pre-Pay Sewer	2698-2699	\$ 342.39
	Sewer Total	\$ 342.39
	TOTAL FOR ALL FUNDS	\$155,362.46
TRUST & AGENCY (TA)		
Pre-Pay	2700	\$ 48.12
	Trust & Agcy.	\$ 48.12
	Total	

Councilwoman Chmielewski stated that the reason that the General Fund is so high is because a large portion of it is for the paramedic, which is over \$100,000.00.

Collectively it was agreed that this should be the last of the 2004 vouchers.

RES. #48-05 APPROVE FEBRUARY 2005 ABSTRACT

On motion of Councilwoman Rogers, seconded by Councilman Stanton, the following resolution was APPROVED - VOTE 4 – NAYS 0 – ABSENT 1 (Conrad) – SO MOVED

ABSTRACT	VOUCHER #	AMOUNT
GENERAL (A)		
Pre-Pay	47-63	\$126,107.82
General	107-144	\$ 14,424.02
	General Total	\$140,531.84
PART-TOWN (B)		
Pre-Pay	64-74	\$ 22,123.43
Part-Town	145-153	\$ 1,411.50
	Part Town Total	\$ 23,534.93
HIGHWAY (D)		
Pre-Pay	75-85	\$ 44,499.35
Highway	154-210	\$ 23,372.03
	Highway Total	\$ 67,871.38
SEWER (SS)		
Pre-Pay Sewer	86-98	\$ 10,817.84
Sewer	211-218	\$ 4,624.35
	Sewer Total	\$ 15,442.19
	Total For All Funds	\$247,380.34
TRUST & AGENCY (TA)		
Pre-Pay	99-106	\$196,737.37
	Trust & Agency Total	\$196,737.37

CORRESPONDENCE

Ravena Rescue Squad

Supervisor Hotaling stated that there was an outgoing correspondence to the Ravena Rescue Squad and continued by saying that at the last meeting there was an invitation to the Town Board to attend a meeting to discuss the future of the Rescue Squad and their service to the district. He added that he said at the time that the Town Board would be returning from the Annual Town Meeting in New York City and on that date it turned out to be impractical to attend the meeting so in turn he sent a letter apologizing for the Board's inability to attend and offered the opportunity to sit down with the Board to discuss the topics that were discussed at the meeting as it will be helpful in the attempt to put together Ambulance Districts and the service obligations that those districts will require. He concluded by saying that he is looking forward to hearing from Mr. Mahar.

TOWN BOARD WORKSHOPS / MEETINGS

- • Town Board Meeting – March 14, 2005, 7:00pm
- • Town Board Workshop – March 15, 2005, 6:00pm

ADJOURNMENT TO EXECUTIVE SESSION

Supervisor Hotaling asked for a motion to adjourn the meeting to Executive Session to discuss litigation strategy for a pending lawsuit.

MOTION

On motion of Frank Stanton, seconded by Councilwoman Rogers, the Town Board Meeting was adjourned to Executive Session.

VOTE 4 – NAYS 0 – ABSENT 1 (Conrad) – SO MOVED

Time 7:27pm

RECONVENE THE MEETING AND FORMAL ADJOURNMENT

Supervisor Hotaling reconvened the meeting and asked for a motion to formally adjourn.

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Stanton, the Town Board Meeting was adjourned.

VOTE 4 – NAYS 0 – ABSENT 1 (Conrad) – SO MOVED

Time 8:26pm

Respectfully Submitted,

Diane L. Millious, Town Clerk

A Workshop Meeting was held Tuesday, February 15, 2005, at 6:00 PM at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling, Jr., Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

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

AGENDA ITEMS

- New Truck Purchase for Highway Department
- Highway Garage Roof Repair

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the meeting.

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Conrad, the Workshop Meeting was adjourned. Time 7:47pm
VOTE – AYES 5 – NAYS 0 – SO MOVED

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Town Board Meeting was held Monday, February 14, 2005, at 7:00PM at Town of Coeymans, Town Hall, 18 Russell Avenue, Ravena, New York.

PRESENT: Ronald K. Hotaling Jr., Supervisor
Frank D. Stanton, Councilman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ABSENT: Dawn Rogers, Councilwoman

ALSO PRESENT: Cindy Vatalaro, Deputy Town Clerk
Scott Giroux, Chief of Police
Joseph Rotello, Town Attorney

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

Supervisor Hotaling stated that the record should reflect that Councilwoman Rogers is absent and the balance of the Town Board is present. He added that in both the Town Hall and Village Hall there is Notice of a Joint Meeting with the Village Board that will immediately follow the Town Board Meeting. He continued by giving an overview of the agenda.

OVERVIEW OF AGENDA

- Public Comment
- Fire District Tax Presentation
- Approval of Minutes
 - January 24, 2005
- Department Report Review
- Old Business Update & Discussion
- New Business for Discussion and/or Action
 - Proclamation, Cornell University Cooperative Extension 90th Anniversary
 - Application for Use of Joralemon Park (Robert Garcelon)
- Resolutions
 - Appointment of Part-Time Clerk (Assessor's Office)
 - Town Clerk Contract w/ Genesis
 - Tax Exempt Status and Reimbursement to Coeymans Hollow Fire Company for Tax Years 2002-2003
 - Tax Exempt Status and Reimbursement to Little Red Schoolhouse for Tax Years 2002-2003
 - Rescind Resolution #38-05 – Reappointment of Part-Time Police Officers
- Correspondence
 - Ravena Rescue Squad Invitation to 02/23/05 Meeting
 - Albany County Legislator Houghtaling & Albany County Executive Breslin – re: Expiration of Authorization to Collect 1% Sales Tax in Albany County
- Town Board Workshop/Meetings
 - Town Board Workshop, February 15, 2005, 6:00pm
 - Town Board Meeting, February 28, 2005, 7:00pm

PUBLIC COMMENT

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

FIRE DISTRICT PRESENTATION

Supervisor Hotaling asked that representatives from the Coeymans and Coeymans Hollow Fire Districts to come forward for a presentation of the taxes for their Fire Districts that the Town of Coeymans collects on an annual basis. He added that representing Coeymans Fire Company was John Frangella and George Orsino and he was presenting a check in the amount of \$289,895.00 and representing Coeymans Hollow Fire Company was Jim Pietropaoli and he was presenting a check in the amount of \$185,648.00. He concluded by adding that he knows that they will do good things with the money and for the community at large and their support is appreciated.

APPROVAL OF MINUTES

Supervisor Hotaling stated that there was one set of minutes for a January 24, 2005 Town Board Meeting and asked if everyone had an opportunity to review them. He then asked for a motion to approve the minutes.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Chmielewski, the January 2005 Town Board Meeting minutes were approved as read.
VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Rogers) SO MOVED

DEPARTMENT REPORT REVIEW

None at this time.

OLD BUSINESS

None at this time.

NEW BUSINESS

Proclamation to Commemorate Cornell Cooperative Extension 90th Anniversary

Supervisor Hotaling stated that Mr. Tom Dolan was present representing Cornell Cooperative Extension, which operates the C.H.O.I.C.E.S. Program, and invited him to come forward to be presented with a Proclamation commemorating Cornell Cooperative Extensions 90th Anniversary.

PROCLAMATION

WHEREAS, Cornell University Cooperative Extension of Albany County enables people to improve their lives and communities through partnerships that put experience and research knowledge to work; and

WHEREAS, Cornell University Cooperative Extension of Albany County is celebrating its 90th Anniversary; and

WHEREAS, the Cornell University Cooperative Extension system is a viable partnership between federal, state, and county governments the educational outreach of Cornell University knowledge and research; and youth volunteers and staff; and

WHEREAS, nearly 450 Extension Educators partner with 65,000 volunteers to assist six million individuals and business people in New York State and assist 10,000 individuals and business people in Albany County every year; and

WHEREAS, Cornell University Cooperative Extension through the 4-H Youth Development Program invests in the State's future by enriching the school experience and helping young people learn about healthy lifestyles, develop their personal leadership skills, contribute to their communities, and strengthen their science and technology abilities; and

WHEREAS, Cornell University Cooperative Extension of Albany County is involved in programs that strengthen the economic and social vitality of communities; and

WHEREAS, an investment in Cornell University Cooperative Extension builds local capacity and leadership by responding to community issues; and

WHEREAS, Cornell University Cooperative Extension's holistic view of the interrelationships between individuals, families, and communities offers a framework for empowering communities to form viable, dynamic and sustaining relationships; and

WHEREAS, the Albany County Association's Community and Economic Vitality Program encompasses small business development, work force development, community economic renewal, local government training, leadership development, family resource development, agriculture and food systems economic development, community non-profit development, environmental issues, 4H development, and housing issues; and

WHEREAS, Cornell University Cooperative Extension of Albany County operates the C.H.O.I.C.E.S. Program located in the Town of Coeymans;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby designate the month of February, 2005, as Cornell University Cooperative Extension of Albany County Month in the Town of Coeymans.

Application for Use of Joralemon Park

Supervisor Hotaling stated that there was a request to use Joralemon Park for the purpose of a Skateboarding Fundraising Concert to be held on June 12, 2005. He added that the organization is the Public Skateboard Development Organization, which is a Ravena based 501C3 not-for-profit organization and they have been working with the Village of Ravena for a number of years in an effort to improve the skateboarding facilities at the Village. He added that there were some concerns last year with the manner in which the concert was organized in that there was a request for a \$5.00 donation to attend in addition to there being vendors. He then asked Deputy Clerk Vatalaro if the request for this year was to eliminate vendors.

Deputy Clerk Vatalaro stated that was true.

Supervisor Hotaling stated that in addition it would impact the police services the same as the activities that take place at Coeymans Landing.

Councilwoman Chmielewski interjected that in looking at the permit the rules state that Town facilities cannot be used for financial gain, but it does add for profit making organizations and this is not.

Supervisor Hotaling stated that it is a fine line and he is a little uncomfortable with giving anyone that wants to come in and organize an event, and charge, whether it is by donation or otherwise.

Councilwoman Chmielewski asked Deputy Clerk Vatalaro to go back in the files in years past and see if there is anything about having to be a Town resident to reserve the park and added that she believed that there was a set of rules.

Deputy Clerk Vatalaro stated that she would and added that she believed that it was on another set of rules for one of the other parks.

Supervisor Hotaling agreed and interjected that last year there was an attempt to get all of the forms together and organize the applications into one standard application and then their attention got directed in other areas and it didn't get done.

Deputy Clerk Vatalaro interjected that the forms are all different.

Supervisor Hotaling stated that this will trigger the need to reexamine it again and make a decision as to whether or not it would be approved for Mr. Garcelon in order for him to be able to organize his event. He added that within the next week they should resolve whether or not things of this nature will be allowed in the Town parks and whether or not they will be imposing residency requirements.

Councilwoman Chmielewski stated that she believed going back to when she was Town Clerk; there was a set of rules that required being a resident of the Town.

Deputy Clerk Vatalaro stated that there are sets of rules but they seem to be different for each park.

Councilwoman Chmielewski stated that the rules might have changed over the years and this is why she wanted it researched for prior years.

Councilman Conrad stated that there was a similar conversation with the Coeymans Fire Company in having an event and the other part of the problem is eliminating everyone from using Joralemon Park on that day or having to pay \$5.00 to get into the park.

Councilman Stanton stated that he had the same question last year and was told that anyone wanting to use the park and not attend the concert did not have to pay.

Councilman Conrad stated that there is a need for consistency.

Councilman Stanton interjected that the fundraiser is to raise money for a Skate Park in the Village Park in Ravenna and he feels as though the event should be in their park.

Supervisor Hotaling stated that they could pose that question to the Village Board because it is the Village Park that they are trying to raise money for.

Councilman Stanton interjected that the Skate Board Park will be used primarily by Village residents.

Supervisor Hotaling concluded by saying that they had to expedite their review and get back to Mr. Garcelon with the decision.

RESOLUTIONS

RES. #41-05 APPOINT PART-TIME ASSESSOR CLERK

On motion of Councilwoman Chmielewski, seconded by Councilman Conrad, the following resolution was APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Rogers) – SO MOVED

WHEREAS, the office of the Assessor has been without qualified staff support since September 2004, and

WHEREAS, the Albany County Civil Service Department has reviewed this candidate and approved her qualifications for the position,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby approve the appointment of Diane Therrien-Smith to the position of part-time clerk, at the hourly rate of \$10.23, effective immediately.

RES. #42-05 AUTHORIZE TOWN CLERK TO ENTER INTO AGREEMENT WITH GENESIS SYSTEMS, INC.

On motion of Councilman Stanton, seconded by Councilwoman Chmielewski, the following resolution was APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Rogers) – SO MOVED

WHEREAS, the Town Clerk of the Town of Coeymans desires to contract with Genesis Systems, Inc. to obtain services for the Town Clerk's computer software,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Town Clerk Diane L. Millious to enter into an agreement with Genesis Systems, Inc. to provide services for the period of March 1, 2005 to February 28, 2006 and in her absence authorize Lucinda A. Vatalaro, Deputy Clerk to sign the agreement, and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize the Town Supervisor, Ronald K. Hotaling, Jr. to also sign said agreement.

RES. #43-05 AUTHORIZE REIMBURSEMENT TO COEYMANS HOLLOW FIRE COMPANY FOR TAX YEARS 2002-2003

On motion of Councilman Conrad, seconded by Councilman Stanton, the following resolution was APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Rogers) – SO MOVED

WHEREAS, the State Legislature and the Governor's Office has authorized the retroactive removal of a parcel of land, heretofore conveyed to the Coeymans Hollow fire Company from the property tax role 2002, pursuant to Chapter 294 of the Laws of 2004. Said removal is conditioned upon consent of the Town Board, and

WHEREAS, the Town Board has determined that said parcel is exempt from taxation and was inadvertently not omitted from the Tax Assessment Role for the year 2002,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby consent to and authorize the removal of said parcel retroactively from the 2002 Tax Assessment Role, and

BE IT FURTHER RESOLVED, that the Supervisor Ronald K. Hotaling, Jr. is authorized to reimburse the Coeymans Hollow Fire Company for any town tax paid as a result hereof, and

notify the R-C-S Central School District of this law and resolution, and of its obligation to refund any school tax paid as a result thereof.

RES. #44-05 AUTHORIZE REIMBURSEMENT TO LITTLE RED SCHOOLHOUSE FOR TAX YEARS 2002-2003

On motion of Councilwoman Chmielewski, seconded by Councilman Stanton, the following resolution was APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Rogers) – SO MOVED

WHEREAS, the State Legislature and the Governor's Office has authorized the retroactive removal of a parcel of land, heretofore conveyed to the Little Red Schoolhouse from the property tax role 2002, pursuant to Chapter 552 of the Laws of 2004. Said removal is conditioned upon consent of the Town Board, and

WHEREAS, the Town Board has determined that said parcel is exempt from taxation and was inadvertently not omitted from the Tax Assessment Role for the year 2002,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby consent to and authorize the removal of said parcel retroactively from the 2002 Tax Assessment Role, and

BE IT FURTHER RESOLVED, that the Supervisor Ronald K. Hotaling, Jr. is authorized to reimburse the Little Red Schoolhouse for any town tax paid as a result hereof, and notify the R-C-S Central School District of this law and resolution, and of its obligation to refund any school tax paid as a result thereof.

RES. #45-05 RESCIND RESOLUTION #38-05

On motion of Councilman Stanton, seconded by Councilman Conrad, the following resolution was APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Rogers) – SO MOVED

WHEREAS, at the meeting on January 24, 2005, the Town Board passed Resolution #38-05 pertaining to the hiring of part-time police officers for the Town of Coeymans, and

WHEREAS, at the passage subsequent of that resolution, but prior to the swearing in of the two candidates, the Town Board in consultation with counsel, determined that it is in the best interest of the town to rescind resolution # 38-05, effective immediately.

CORRESPONDENCE

Ravena Rescue Squad – Invitation to 02/23/05 Meeting

Supervisor Hotaling stated that there had been previous discussion during the budget process regarding the Ravena Rescue Squad and funding of the EMT-D Program, which was ultimately put back in the budget. He added that Deputy Chief Mahar e-mailed him and asked what days would be good for an informational meeting to talk about the future of the Rescue Squad in the Town of Coeymans and then a letter was sent inviting the Town Board to a meeting on February 23, 2005 at 7pm. He continued by saying that the Town Board will be on their way back from the Association of Town's Annual Meeting in New York City on that day and depending on whether or not the train arrives on time will determine if they will be able to attend and this was conveyed to Mr. Mahar. He added that the letter from Mr. Mahar suggests that there will be a dialog and he was originally under the impression that it was going to be an informational presentation and he would not be comfortable engaging in a dialog in that forum because there are other needs in terms of negotiation with the Rescue Squad relative to contracts. He concluded by saying that they will be happy to attend assuming that they can get there on time.

Councilwoman Chmielewski interjected that the letter indicates that the Supervisor or a representative was invited and she believed that they wanted to meet with the Rescue Squad as a full Town Board.

Supervisor Hotaling stated that they do have to meet with them as a full Town Board but in the context of contract negotiations and the sequence will be that they will get together and discuss it with counsel about engaging in the establishment of an Ambulance District and then to provide contracted services for that identified district. He added that he did not believe that it was intended to be that kind of a meeting and it would be more for the Rescue Squad to put forth what they feel their future would be in the Town of Coeymans and some major discussions for the future would be volunteer squad vs. paid squad or some blend in between.

Albany County Executive Breslin & Legislature Hotaling – Expiration of Authorization to Collect 1% Sales Tax in Albany County

Supervisor Hotaling read the following:
February 8, 2005

Honorable Ronald K. Hotaling, Jr., Supervisor
Town of Coeymans
18 Russell Avenue
Ravena, NY 12143

Dear Supervisor Hotaling:

Since 1992, the State Legislature has authorized Albany County to collect an additional 1% sales tax with Albany County. This provision resulted in approximately 21.2 million being sent to the cities, towns and villages in Albany County in 2004.

The authorization for the collection of this revenue, will, by state law, expire November 30, 2005. Enclosed is a chart showing how much revenue each municipality received for the additional 1% sales tax in 2004.

If the authorization to collect this tax is to be extended, the County Legislature must ultimately enact home rule request to allow the passage of the necessary state legislation. We would very much like to have the benefit of knowing your position on the matter.

Please write to us your views, clearly stating whether or not your municipality supports reauthorizing the collection of the additional 1% sales tax. We would like to present all the statements from Albany County's municipal leaders to our state legislative delegation by March 1st, together with a request for the enactment of the necessary state legislation. In the past, every elected official has supported the 1% extension.

Thank you for your consideration.

Sincerely,

Michael Breslin, Albany County Executive
Charles E. Houghtaling, Chairman, Albany County Legislature

Supervisor Hotaling asked that feedback from the Town Board be given as far as how he should respond in addition to feedback from the community and they may do so by calling his office or e-mail.

Councilman Conrad asked that he inform everyone as to how sales tax affects the revenue of the Town.

Supervisor Hotaling stated that during the budget process for 2005, he believed that they anticipated receiving 1.6 and 1.7 million dollars of sales tax revenue to help them balance the budget and the total real property taxes raised for 2005 is 1.9 million dollars, which means that they receive almost as much sales tax revenue as property revenue and in the absence of the 1% it would have a great impact on future budgets. He added that the attachment to the letter indicates that \$434,070.46 came to the Town as a result of the additional 1% sales tax and in taking that away they would have to find other sources of revenue for that amount to maintain the budget and other sources of revenue in town government are very small and chances are that a substantial portion would have to be re-directed toward property tax revenue, which would increase property taxes dramatically. He concluded by saying that in this case sales tax revenue is a more fairly representative tax than a regressive property tax increase.

Councilman Conrad interjected that a tremendous amount of money is raised as a result of sales tax and it would be that much less that they would have to ask the Town of Coeymans residents to come up with.

Councilwoman Chmielewski interjected that the Village of Ravena gets \$152,469.72 and in adding that to the Town total, there is \$586,540.18 coming into the community.

Supervisor Hotaling stated that this is what the 1% represents and added that he would be happy to receive any further comments and he would write back a positive letter to Albany County endorsing the extension of the 1%.

Supervisor Hotaling asked if there was any further business to discuss.

Councilman Conrad stated that in light of the past Sewer Billing there have been numerous questions about how they arrived at the unit factor. He added that it goes back to 1995 when a resolution was passed and it started as a memo dated June 6, 1995 from Chief Operator Ruso, which described how the Town would determine units and it was followed up by a resolution passed at a meeting on June 26, 1995. He concluded by saying that this has been carried on since its inception in 1995 and he would get a copy of it to anyone that would like one.

TOWN BOARD MEETINGS / WORKSHOPS

- - Workshop 02-15-05, 7pm
- - Town Board Meeting 02-28-05, 7pm

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the Town Board Meeting in order to make the transition to the Joint Village / Town Meeting.

MOTION

On motion of Councilman Stanton, seconded by Councilman Stanton, the Town Board Meeting was adjourned. Time 7:34pm
VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Rogers) – SO MOVED

Respectfully Submitted

APPROVED:

Diane L. Millious, Town Clerk

A Town Board and Village Board Joint Meeting was held Monday, February 14, 2005, at 7:40PM at Town of Coeymans, Town Hall, 18 Russell Avenue, Ravena, New York.

TOWN BOARD PRESENT: Ronald K. Hotaling Jr., Supervisor
Frank D. Stanton, Councilman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ABSENT: Dawn Rogers, Councilwoman

ALSO PRESENT: Cindy Vatalaro, Deputy Town Clerk
Joseph Rotello, Town Attorney

VILLAGE BOARD PRESENT: John Bruno, Mayor
Ann Marie Bonafide, Trustee
Martin Case, Trustee
William Bailey, Trustee

ABSENT: Robert Wade, Trustee

Supervisor Hotaling stated that this was an extension of the Town Board Meeting and it was a Joint Meeting between the Town and Village Boards. He then called the meeting to order and asked that Mayor Bruno lead them in the Pledge of Allegiance.

Mayor Bruno led the Pledge of Allegiance.

INTRODUCTIONS

Supervisor Hotaling introduced the Town Board and then asked that Mayor Bruno introduce the Village Board. Mayor Bruno added that the agenda had been discussed with Trustee Wade and he is in agreement.

OPENING COMMENTS

Supervisor Hotaling stated that he would give some background and added that prior to taking office in January 2004, there was some discussion about the annexation of property owned by the McHugh family from the Town to the Village which they proposed developing. He continued by saying that the property currently is in the Town of Coeymans and is described as an area extension beyond Harris and Clement Avenue and during the proposal for annexation a petition was given to the Town and Village and at the time there were some diverse opinions as to if it should move forward or not and it resulted in the establishment of some litigation that has been ongoing for a number of months. He added that within a couple of months of being in office he made contact with Mayor Bruno and in March there was a Joint session trying to seek and find some common ground relative to the issue because the opinions on each side were fairly diverse. He concluded by saying that the lines of communication were established and were not broken from that point.

Mayor Bruno stated that at the first meeting his Board was unsure of themselves, meeting with three new Town Board members and they hesitated and it possibly could have been resolved in March. He added that there has been a good working relationship between the two Boards and this is what brought the current meeting forward.

SETTLEMENT AGREEMENT

Supervisor Hotaling stated that during the course of time since March there were different viewpoints and at some point the Town Board had stated that negotiations had ended because in their opinion the threshold of public interest had not been met and they agreed for litigation to go forward. He continued by saying that during the course of the year they came to examine other aspect of their relationship in other areas, which resulted in a letter to the Mayor late last year suggesting that they have a Joint Meeting based upon the Sewer Contract to discuss some issues relative to the Sewer District and he would describe it as an “ice breaker” in terms of realization from both sides that there are other areas that they can attempt to find some common ground. He added that in turn there have been a couple of meetings on the sewer issues and they have mutually engaged the services of a surveyor to identify the Town-Village line in an area where there is some suspicion as to whether or not there is even a sewer district for the town and one of the things that relate to that is the 2005 ability to bill back and forth to each other and operate the Sewer District. He added that there was discussion between the Village Board and Councilman Conrad, who was at a Village meeting for some other matter that broke the ice completely.

Mayor Bruno interjected that it was true and he believed that both Boards were headed in the right direction and they both had the same thing in mind, but it was Councilman Conrad that happened to hit on it and in turn the Village Board asked for Councilman Conrad to get it in writing from the Town Board and then they would do something with it. He added that Councilman Conrad had stated that he was not speaking for the Town Board that night and he made that clear, but he did say that he would talk to the Town Board.

Supervisor Hotaling stated that a few days after that, he had discussed it with the Town Board and got authority from the Board to send a letter to the Mayor. He continued by reading the following from the letter:

Over the last few years the Town and Village governments have clashed on several issues. Upon taking office in January 2004 with my colleagues a commitment was made to attempt to improve the relationship between our constituencies and ourselves. While the road hasn't been entirely smooth but I feel that great progress has been made in areas of mutual concerns.

In light of the progress in those areas, the Town Board would like to propose a plan for settlement of the litigation pertaining to the annexation issue relating to the McHugh property. Previous meetings and discussions including a cast conference in court have not proved fruitful due to the diverse positions of each municipality and the statutory threshold established of overall public interest required from the Town's perspective. Given the recent discussions between the Town and the Village on other areas of infrastructure, the Town Board now believes an offer for settlement can be made.

Therefore, the Town proposes to have the litigation with respect to the annexation mutually withdrawn and the Town will not oppose the annexation of the petitioned land for the Village under the following conditions.

- • The petitioned land will be zoned R-1
- • The Town and Village agree to an amendment to the original Coeymans Sewer District contract agreement that will adjust the operational and maintenance cost distribution to 65% Village and 35% Town for a period

commencing January 1, 2005 and expiring December 31, 2005. Furthermore, both the Village and the Town commit to a continuation of discussions and mutual efforts to ascertain, as accurately as possible, the true cost breakdown for operational, maintenance and capital expenditures of the Coeymans Sewer District. This includes, but is not limited to, continued efforts to mitigate the I&I with projects done individually and collectively to improve the infrastructure of the system, working toward the lifting of the moratorium imposed a few years ago by the NYSDEC.

- • The Town and Village agree to continue to explore the benefits of metering water and sewer in both jurisdictions. This effort need not be jointly done, but may if it is determined to be mutually beneficial. Data seems to prove that, by metering, conservation of water increases and, with that, benefits accrue in our Coeymans Sewer District as well. In addition, we believe metering will provide an opportunity for the creation of a fairer billing system, apportioning costs according to use.
- • Each municipality will bear their own legal expenses incurred in this matter.

Supervisor Hotaling stated that the key was that they sat down and talked about vital infrastructure items such as water and sewer and as long as the lines of communication remain open they will be doing well for those that they represent.

Mayor Bruno added that if there are problems and the Town needs their help they will be happy to do so because it will benefit both the Town and Village with respect to the sewer system and the Waste Water Treatment Plant. He added that he wanted to make clear that the 65/35 split is not individual home owner's bills and it is the total that the Village pays. He added that they are currently paying 60% of the operation and maintenance and the Town pays 40% and for the next year the Village will pay 65% and the Town 35%. He reiterated that it does not affect the rates for any home owner in the Village of Ravena or the Town.

Supervisor Hotaling stated that this will be the catalyst for continued discussions as they explore the Village/Town line and the ownership of the sewer lines in addition to the existence or non-existence of Sewer Districts. He added that in the Town Board's perspective this meets the threshold in getting people outside of the Village a benefit for agreeing to the annexation relative to the McHugh property.

Supervisor Hotaling asked if anyone else had any comment.

Mayor Bruno stated that it has been a good feeling to have the working relationship and there has been contact on several occasions and it has been a benefit for everyone because whatever is done in the Village and in the Town and what is done jointly will benefit everyone and he is glad that they have gotten to this point.

Trustee Bailey added that both Mayor Bruno and himself had discussed this with Trustee Wade, who had reviewed the contents of the letter and is in total agreement with it.

Supervisor Hotaling stated that he believed that the process in terms of the formal process could be best served by a resolution from each Board and he would ask his Board for a motion to authorize him to contact Attorney Wukitsch, who represents the Town in this matter, to notify the court that a settlement has been reached on this issue and the litigation should be terminated and then in turn for Mayor Bruno to get a motion from his Board to do the same and this will set forth from the Village's attorney perspective an opportunity to contact the court mutually to let them know because there are some dates fast approaching in terms of filing dates. He added that subsequent to the motions independently each Board can take whatever action is necessary.

Trustee Bailey interjected that they also need a resolution regarding the 65/35% split.

Supervisor Hotaling stated that item is the next part of the agenda.

MOTION

On motion of Councilman Conrad, seconded by Councilman Stanton, authorizing Supervisor Hotaling to act in behalf of the Town Board to contact the attorney representing the annexation litigation, Mr. Wukitsch to let him know that they have reached a settlement and there is no further need to go forward.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Rogers) – SO MOVED

Mayor Bruno stated that he would ask for the same motion from the Village Board but he wanted to first ask if everyone had read the contents and all are in favor.

MOTION

On motion of Trustee Bailey, seconded by Trustee Bonafide, authorizing Mayor Bruno to contact the Attorney representing the Village in this matter and to notify the Court of Appeals that they have resolved the issue of the annexation with the Town of Coeymans.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Wade) – SO MOVED

Supervisor Hotaling stated that there was one more agenda item and one of the components of the settlement was the amendment in the Sewer District contract. He then asked for some brief discussion as to the timeline and how they want to accomplish it. He concluded by saying that he does not believe that they need to hire counsel for this and he will talk to Town Attorney Rotello and Mayor Bruno could talk to the Village Attorney.

Mayor Bruno stated that the Town Attorney could draw it up and then his Board will look at it. He added that he doesn't believe that they need to have an attorney look at it.

Trustee Bailey interjected that it will just be a one year amendment for the operation and maintenance.

Councilman Conrad added that it basically is modifying one paragraph, which has been modified in previous years and they could follow the same format.

Mayor Bruno stated that they can move on this at their Village Meeting tomorrow night.

Supervisor Hotaling stated that he would be announcing the contract at the Town Board's next meeting.

Trustee Bailey stated that he knows that January and February are outstanding and they can pay those bills their first meeting in March.

Supervisor Hotaling added that the bills have been put together as he anticipated an agreement to move ahead.

Trustee Bailey stated that if everything falls into place they should be able to pay this at their first meeting in March because tomorrow night is their last meeting for February.

Supervisor Hotaling stated that he had no further discussion and then asked if anyone else wanted to say anything.

Councilman Conrad stated that he wanted to thank the Village Board and his Town Board colleagues for working toward this agreement even though at times they wanted to give up on the process. He added that the efforts of everyone have been outstanding to try to resolve this.

Mayor Bruno agreed with Councilman Conrad and added that at the Joint Meeting in June it probably could have been resolved but everyone seemed to be headed in the wrong direction and everyone had the same idea what they were looking for but it didn't work out at that meeting.

Trustee Bailey added that in regard to the second and third conditions of the agreement, they are going to have to move quickly because it is February and when they get the survey back they will need to schedule some working groups to stay on top of it.

Councilman Conrad stated that he agrees as both of them are liaisons to the Sewer and he has been working for 2-3 weeks reviewing some of the tapes that Mayor Bruno has provided on the 9W section and he is currently putting some information that they need to submit to DEC and Trustee Bailey is doing the same. He added that he will be outlining in a letter the work that the Town of Coeymans is currently trying to achieve, which will be subject to review by the Board. He continued by saying that it is looking very promising and by review of the sewer tapes he believes that they have identified some critical areas of high I&I on the 9W section that is in the Town's Sewer District and some areas have been accomplished such as by Mayone's Plaza, they fixed one problem with the I&I, in addition he has followed up with Central Hudson and he now has a contact person for the second section that is scheduled to be done. He concluded by saying that Second Street is another area and all of this will benefit the Sewer District to reduce the I&I and to get the DEC Consent Order lifted.

Supervisor Hotaling asked if there were any additional comments.

Trustee Case added that with the cooperation of both Boards they have finally come to an agreement.

Councilwoman Chmielewski interjected that hopefully there will be many more meetings between the two Boards.

Councilman Stanton added that it makes sense for it to work and both Boards have worked very hard and did a great job.

Trustee Bonafide added that some things may take a little longer and it is nice to see cooperative effort.

Supervisor Hotaling asked for a motion from his Board to adjourn the meeting.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Chmielewski, the meeting from the Town Board's perspective was adjourned.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Rogers) – SO MOVED

Mayor Bruno then asked for a motion from his Board.

MOTION

On motion of Trustee Bailey, seconded by Trustee Case, the meeting from the Village's perspective was adjourned.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Wade) – SO MOVED

Time 8:02pm

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Town Board Meeting was held Monday, January 24, 2005, at 7:00PM at Town of Coeymans, Town Hall, 18 Russell Avenue, Ravena, New York.

PRESENT: Ronald K. Hotaling Jr., Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ALSO PRESENT: Diane L. Millious, Town Clerk
Joseph Rotello, Town Attorney
Scott Giroux, Chief of Police
Albert Deering, Highway Superintendent

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

Supervisor Hotaling stated that the record should reflect that there is a full Town Board in addition to Town Clerk Millious, Chief of Police Giroux, Town Attorney Rotello and Highway Superintendent Deering.

OVERVIEW OF AGENDA

- • Public Notification
- • Public Comment Period
- • Approval of Minutes
 - Town Board Meeting, December 13, 2004
 - Town Board Workshop, December 21, 2004
 - Public Hearing, December 27, 2004
 - Town Board Meeting, December 27, 2004
 - Town Board Organizational Meeting, January 2, 2005
 - Town Board Meeting, January 10, 2005
 - Town Board Workshop, January 18, 200
- • Supervisor's Report – December 2004
- • Department Report Review
 - Town Clerk Monthly Report – December 2004
 - Building Department Monthly Report – December 2004
 - Police Department Monthly Report – December 2004
- • Old Business Update & Discussion
 - Review of Highway Department Roof Repair Quotes
- • New Business Topics for Discussion and/or Action
 - Time Warner Franchise Renewal
 - Resignation of Police Officer
 - November/December 2004 Village Portion of Sewer Expenditures
- • Resolutions
 - Appointment of Voting Machine Custodian
 - Approval of Cleaning Service Contract
 - Appointment of Mechanic – Highway Department
 - Appointment of Equipment Operator – Highway Department
 - Appointment of Seasonal Maintenance Worker – Highway Dept.
 - Appointment of Part-Time Police Officers

- Approval of December 2004 Abstract
- Approval of January 2005 Abstract
- • Correspondence
 - Albany County Department of Economic Development Conservation & Planning re: Agriculture Districts
 - NYS Department of Environmental Conservation re: Mining Permit
 - Albany County Office of the Executive re: Rabies Vaccination Clinic & Control Program
 - Ravena Rescue Squad re: ALS Quarterly Summary and Reimbursement
- • Town Board Workshops/Meetings
 - Town Board Meeting, February 14, 2005, 7pm
 - Town Board Workshop, February 15, 2005, 6pm
 - Town Board Meeting, February 28, 2005, 7pm

PUBLIC NOTIFICATION

Supervisor Hotaling stated that as agreed to in early 2004, at the request of some members of the public, they as a Town Board agreed to notify residents when there is a Level 3 sex offender that has moved into the community. He added that on January 13th he received information from the Chief of Police in the form of a letter that had been forwarded to R-C-S Superintendent Vicki Wright informing that a Level 3 sex offender had moved into the community and as required statutorily he has checked in with the Police Department and is currently in compliance with his release conditions and further information can be obtained by accessing the NYS Sex Offender Registry at www.criminaljustice.state.ny.us/nsor as well as being available at the Supervisor's Office. He concluded by saying that those claiming to be or representing a vulnerable population may make a written request to the Chief of Police for more information and those forms for the request are available at the Dispatch Center at 15 Mountain Road, Ravena.

PUBLIC COMMENT

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

APPROVAL OF MINUTES

Supervisor Hotaling stated that were four sets of minutes previously tabled and he believed that since that everyone had the opportunity to read them. He then asked for a motion individually or collectively to approve them.

Councilwoman Chmielewski stated that she would like to do it individually.

Discussion ensued regarding some minor typographical adjustments on the December 13, 2004 Minutes.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Rogers, the December 13, 2004 Minutes were accepted as discussed and corrected.

VOTE – AYES 4 – NAYS 0 – ABSTAIN 1 (Chmielewski, absent from the meeting) – SO MOVED

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Conrad, the December 21, 2004 Workshop Minutes were approved as read.
VOTE – AYES 5 – NAYS 0 – SO MOVED

Discussion ensued regarding a typographical error made on the December 27, 2004 Public Hearing Minutes.

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad, the December 27, 2004 Public Hearing Minutes were approved as corrected.
VOTE – AYES 5 – NAYS 0 – SO MOVED

Discussion ensued regarding a typographical error made on the December 27, 2004 Town Board Minutes.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Rogers, the December 27, 2004 Town Board Minutes were approved as corrected.
VOTE – AYES 5 – NAYS 0 – SO MOVED

MOTION

On motion of Councilwoman Rogers, seconded by Mr Stanton, the January 1, 2005 Organizational Meeting Minutes were approved as read.
VOTE – AYES 5 – NAYS 0 – SO MOVED

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, the January 10, 2005 Town Board Meeting Minutes were approved as read.
VOTE – AYES 4 – NAYS 0 – ABSTAIN 1 (Stanton, absent from the meeting) – SO MOVED

MOTON

On motion of Councilman Stanton, seconded by Councilman Conrad, the January 18, 2005 Workshop Minutes were approved as read.
VOTE – AYES 5 – NAYS 0 – SO MOVED

SUPERVISOR’S REPORT

Supervisor Hotaling stated that he wanted to make a correction in that he had stated and it was reported by Mr. Tucker in the News Herald that the General Fund had \$330,000.00 and it was not factually true because that amount encompassed a total of General, Part-Town, Water Districts, and Trust & Agency, everything other than Highway and Sewer. He added that the General Fund does have money in it and it is a substantial amount, which will be reported in the up-coming Supervisor’s Report. He concluded by saying that he wanted to make the correction.

SUPERVISOR'S REPORT – December 2004

FUND	BAL. FWD.	RECEIPTS	DISBURSE.	BALANCE
General	\$493,639.90	\$ 32,451.26	\$(390,912.72)	\$135,178.44
FEMA	\$ 43,894.70	\$ 279.89	-0-	\$ 44,174.59
Part-Town	\$131,828.64	\$ 1,007.75	\$(11,787.37)	\$121,049.02
Spec. Water	\$ 27,630.67	\$ 2,561.06	-0-	\$ 30,191.73
Trust & Agcy.	\$ 561.91	-0-	-0-	\$ 561.91
Highway	\$ 549,361.25	\$ 59,583.61	\$(204,483.14)	\$404,461.72
Sewer	\$ 259,728.00	\$ 1,875.22	\$(60,125.47)	\$201,478.65
			Tot. Rec. Bal.	\$937,096.06

SAVINGS ACCOUNTS

SECTION 8 HUD

Unemployment	\$ 5,709.10	
Grove Cemetery	\$54,047.53	
Sewer Dedicated	<u>\$ 6,047.59</u>	
Total		\$65,804.22

COLLATERAL
COVERAGE

NATIONAL BANK OF
COXSACKIE

Supervisor Hotaling asked for a motion to accept the Supervisor's Report.

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad, the Supervisor's Report was accepted.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Supervisor Hotaling stated that the 4th quarter sales tax revenue does not come in until after the new year and they received a check dated January 19, 2005 in the amount of \$452,006.47 and with that combined with the balance of the Supervisor's Report this would reflect the amount of funds available at the end of the year.

Councilwoman Chmielewski interjected that the amount to cover the abstracts for December 2004 and January 2005 will come from that total.

Councilman Conrad interjected that money from the Ravenna Rescue Squad for reimbursement of ALS will also be included.

Supervisor Hotaling stated that this would be discussed later in the meeting.

DEPARTMENT REPORT REVIEW

Town Clerk Monthly Report – December 2004

Supervisor Hotaling asked that Town Clerk Millious present her report for December 2004.

Town Clerk Millious presented her report.

Supervisor Hotaling asked for a motion to accept the report.

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Stanton, the Town Clerk's Report for December 2004 was accepted as presented.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Building Department Monthly Report – December 2004

Supervisor Hotaling asked that Councilman Conrad present the Building Department Monthly Report for December 2004.

Councilman Conrad reviewed the Building Department Monthly Report.

Supervisor Hotaling asked for a motion to accept the Building Department Monthly Report.

MOTION

On motion of Supervisor Hotaling, seconded by Councilwoman Rogers, the Building Department Monthly Report for December 2004 was approved as presented.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Police Department Monthly Report – December 2004

Supervisor Hotaling asked that Chief of Police Giroux give the Police Department Monthly report for December 2004.

Chief Giroux continued by giving his Police Department report.

Chief Giroux reported that there was one item not included in the report and the 911 rate of the emergency calls, and only 25% on the callers dial 911 and the other people rely on the 7 digit phone number.

Discussion ensued about the use of the 911 number vs. using the 7-digit phone number.

Chief of Police Giroux reported that if there is an emergency, the caller should dial 911 because it is easy to remember and quick in terms of response.

Supervisor Hotaling asked for a motion to accept the Police Department Monthly Report.

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Conrad, the Police Department Monthly Report for December 2004 was accepted as presented.

VOTE – AYES 5 – NAYS 0 – SO MOVED

OLD BUSINESS

Highway Department Roof Repair Quotes

Supervisor Hotaling asked that Councilman Stanton explain this agenda item.

Councilman Stanton stated many years ago the roof was resurfaced and the skylights were painted over and over the years it has deteriorated and has been leaking and is in need of repair. He added that there were three proposals/quotes, Reno Roofing, J.W. Light Construction and Reliable Roof Construction.

Supervisor Hotaling stated that originally they talked about repair and/or replacement and they got quotes that included ten skylights and then the thought was that they did not need the skylights and it would add to the cost. He added that the last bid was to take the skylights out of the equation and have it all galvanized. He then asked the Board's pleasure and added that it should be progressed to the planning stages so that when the weather improves it can be done.

Councilman Stanton stated that it has been long enough and he believes that the job should be awarded to Reliable Roof Construction.

Supervisor Hotaling explained to Highway Superintendent Deering, who had just arrived, that they were discussing the repair/replacement of the roof and the work would

commence when the weather permits. He then asked Highway Superintendent Deering if he was comfortable with the decision to replace the roof with no skylights.

Highway Superintendent Deering agreed to the proposal.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Rogers, to award the bid to Reliable Roofing & Construction in the amount of \$9,980.00.

VOTE – AYES 4 – NAYS 0 – ABSTAIN 1 (Conrad) SO MOVED

Supervisor Hotaling stated that he would get all of the information to Highway Superintendent Deering and he in turn could call Reliable to tell them that they were awarded the job.

NEW BUSINESS

Municipal Planning – Comprehensive Plan Town-Wide

Supervisor Hotaling stated that this item was not originally on the agenda and was added and the Town Board is making inquiries to municipal planners trying to get some assistance.

Discussion ensued regarding potential zoning changes and the development of a town-wide Comprehensive Plan.

Supervisor Hotaling stated that they had a preliminary discussion with Saratoga Associates and are expecting that they will come back with a reasonable proposal for the Town Board to consider and he would like to have a Workshop to include the Municipal Planner and the public in March, which will give everyone the opportunity to express what they feel the shape of the future of the Town of Coeymans should be in terms of planning and zoning and then have a second informational meeting in May and then formulate a Comprehensive Plan with the assistance of the Municipal Planner to put out for Public Hearing in July and plan for the adoption of a Comprehensive Plan by August.

Time Warner Cable Franchise Renewal

Supervisor Hotaling stated that a while ago there was a presentation by Time Warner Cable who services a few people in the Town of Coeymans and they provide franchise fees to the Town pursuant to a Franchise Agreement, which has since expired. He added that a draft Franchise Agreement was left and there was concern with a section of the agreement and soon after the presentation Town Clerk Millious advised that Time Warner had not paid the Town portion of the property taxes based on Section 626 of Real

property Law, which states “the company shall have the right to apply franchise fees paid as a credit against special franchise assessments pursuant to Section 626 of the New York State Real Property Tax Law”. He continued by saying in a letter from Time Warner Cable to Town Clerk Millious that they were applying their annual franchise fees to their town taxes. He concluded by saying that he was not comfortable moving forth with a draft franchise that has language that suggests a corporation as large as Time Warner will not pay their taxes just because they have a franchise with the Town.

Discussion ensued regarding possible options.

Supervisor Hotaling stated that he was not comfortable moving ahead with the proposed agreement given the current tax situation in addition to only 3% being offered in franchise fees when they can ask for 5%. He then asked that the Town Board authorize him to explore it more with the Town Attorney and communicate with Time Warner the concerns with the language and 3% franchise fee.

MOTION

On motion of Councilman Conrad, seconded by Councilman Stanton, authorizing the Town Supervisor to explore the Franchise Agreement with Time Warner Cable and communicate with them the concerns with the language.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Resignation of Police Officer

Supervisor Hotaling stated that there was a resignation of a Police Officer who has been selected by the Albany County Police Department with a start date of January 17, 2005. He then asked for a motion to accept the resignation.

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Stanton, to accept the resignation of Jeremy Rundell effective January 14, 2005.

January 14, 2005

Chief Scott D. Giroux
Town of Coeymans Police
15 Mountain Road
Ravena, NY 12143

Dear Chief Giroux,

This is my letter of resignation for the Town of Coeymans Police Department. I resign my position as Police Officer effective January 14, 2005.

On January 14, 2005 at 11:30am I will be sworn in with the Albany City Police Department, with a starting date of January 17, 2005.

I have thoroughly enjoyed my experience with your Police Department in the past seven months, and plan on taking the knowledge I have learned into my new career with the Albany Police Department. Thank you for this wonderful experience.

Sincerely,

Officer Jeremy M. Rundell

cc: Sergeant Powell

Sergeant O'Brien

Sergeant Washington

November-December 2004 Village Portion of Sewer Expenditures

Supervisor Hotaling stated he wanted to report that the bill sent to the Village for two months totaled \$8,700.00 for November and \$33,980.00 for December and the December portion of the two-month bill included 46.2% of a Bond that was due for payment and this was the Village portion of the Bond. He continued by saying that the amount totaled \$7,039.00 and there has been discussion with the Village for several months trying to ascertain and confirm the claim that the Village had made the Bond payments in advance.

Councilman Conrad interjected that the Village provided them with some information on what they paid which was primarily over the last year and some of it goes back to 2001. He added that originally the Town Board was told that it was a \$50,000.00 lump sum payment upfront and this is what they were looking for but did not find it and now as of recent conversation they were told that it was paid in portions and they have not been able to determine what portion may have been paid toward any bonds.

Supervisor Hotaling stated that he wanted to report that the check received from the Village for the two bills came in for \$35,651.00, which is \$7,039.96 short of the voucher amount and it was based on the contention that the amount was previously paid and they are not responsible for any Bond payments and when he was asked by the Village to reduce the bill he responded negatively and said he would not reduce the bill and bill at a lower rate without confirmation of previous payments.

Councilman Conrad stated that they are currently in the process of going through abstract by abstract to try to figure it out. He added that they could use the Village Board's help in trying to pin point where it is.

Councilwoman Chmielewski interjected that Supervisor Hotaling should send a letter to the Village asking on what abstract the payments were made and for what amount and the Village has to prove that it was paid.

Supervisor Hotaling stated that when they first took office, Mr. Purintan from Marvin & Company suggested that the 2000 Audit led him to conclude that the Town of Coeymans

was short paid and received fewer dollars in revenue from the Village than they should have and the amount was \$47,000.00. He added that he communicated that to the Village Board by letter early in the year and the response from the Village was that it was paid and they wanted to see where it was owed and to date the Town has not been able to show them because the review of the 2000 records have not given him the opportunity to find this amount. He concluded by saying that he believes that it is resolvable and they need the Village Board's help in finding it and he does not want to hold it up but he has to be certain for the auditors that follow who will see a voucher for one amount and a check for another.

Councilwoman Chmielewski stated that she and Supervisor Hotaling had discussed it and they did not think that it had been deposited and her feeling was that it should be sent back because it was not in full to satisfy the voucher but when they looked for it they found that it had been deposited. She added that in the future if checks come in for less than the voucher amount they should be sent back so there is a paper trail.

Supervisor Hotaling asked for the Board's permission to communicate with the Village Board the concern with a partial payment and the need for an explanation in writing.

Town Attorney Rotello suggested that a balance due bill be generated to go back to the Village showing the amount that the Town believes is still due.

RESOLUTIONS

RES. #33-05 APPOINT VOTING MACHINE CUSTODIAN

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

WHEREAS, the Town of Coeymans is in need of a Voting Machine Custodian,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans appoints David M. Kustyn as a Voting Machine Custodian subject to certification by the Albany County Board of Elections.

RES. #34-05 AUTHORIZE CLEANING SERVICES

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

WHEREAS, the Town Offices at Town Hall, Police Department and Highway Department are in need of cleaning services, and

WHEREAS, Schermerhorn Cleaning Services has satisfactorily been providing these services since March 2004,

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Coeymans does hereby authorize Schermerhorn Cleaning Services to provide daily cleaning services to Town Hall at a rate of \$125.00 per week, the Police Department at \$45.00 per week, and once a week at the Highway Department at the rate of \$30.00.

RES. #35-05 APPOINT HIGHWAY DEPARTMENT MECHANIC

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

WHEREAS, the Superintendent of Highways is desirous of filling a mechanic position at the Highway Department, and

WHEREAS, the Albany County Civil Service Department has confirmed this job title as a non-competitive position requiring the chosen candidate to meet minimum qualifications, and

WHEREAS, the Superintendent of Highways has confirmed the candidate meets minimum qualifications,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize the appointment of Michael Farr to the position of mechanic at an hourly rate of \$13.50, retroactively effective January 22, 2005.

RES. #36-05 APPOINT HIGHWAY DEPARTMENT EQUIPMENT OPERATOR I

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

WHEREAS, the Superintendent of Highways is desirous of filling a position of Equipment Operator I at the Highway Department, and

WHEREAS, the Albany County Civil Service Department has confirmed this job title as a non-competitive position requiring the chosen candidate to meet minimum qualifications, and

WHEREAS, the Superintendent of Highways has confirmed the candidate meets minimum qualifications,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize the appointment of Edward Barrett to the position of Equipment Operator I at the contractual rate of \$14.67 per hour, effective immediately.

RES. #37-05 APPOINT HIGHWAY DEPARTMENT WINTER ROAD MAINTENANCE SEASONAL EMPLOYEE

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, the following resolution was APPROVED – VOTE – AYES 5 – NAYS 0 – SO MOVED

WHEREAS, Article XXIX of the CSEA Contract provides for the hiring of winter road maintenance seasonal employees,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans authorizes the appointment of Kenneth Van Epps as a winter road maintenance seasonal employee at the hourly rate of \$10.96.

RES. #38-05 APPOINT PART-TIME POLICE OFFICERS

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

WHEREAS, the Chief of Police has conducted a search for available part-time police officers to supplement the monthly schedule and provide the coverage desired,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Ross A. Martin, and Mark A. Harvey, effective immediately, at the collective bargaining agreement rate of \$16.15 per hour.

RES. #39-05 APPROVE DECEMBER 2004 ABSTRACT

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

BE IT RESOLVED, that the Town Board, of the Town of Coeymans, does hereby approve and allow the following claims of vouchers for the December 2004 Abstract

ABSTRACT	VOUCHER #	AMOUNT
GENERAL (A)		
Pre-Pay	2531-2544,2690	\$125,377.23
General	2575-2626	\$ 15,491.30
	General Total	\$140,868.53
PART-TOWN (B)		
Pre-Pay	2545-2552	\$ 6,537.25
Part-Town	2627-2631	\$ 948.87
	Part Town Total	\$ 7,486.12
HIGHWAY (D)		
Pre-Pay	2553-2558	\$ 22,627.18
Highway	2632-2676,2691	\$ 62,111.09
	Highway Total	\$ 84,738.27
SEWER (SS)		
Pre-Pay Sewer	2559-2569	\$ 6,588.39
Sewer	2677-2689	\$ 11,465.28

	Sewer Total	\$ 18,053.67
	TOTAL FOR ALL FUNDS	\$251,146.59
TRUST & AGENCY (TA)		
Pre-Pay		
Trust & Agency	2570-2574	\$102,219.24
	TRUST & AGCY. TOTAL	\$102,219.24

RES. #40-05 APPROVE JANUARY 2005 ABSTRACT

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

BE IT RESOLVED, that the Town Board, of the Town of Coeymans, does hereby approve and allow the following claims of vouchers for the January 2005 Abstract

ABSTRACT	VOUCHER #	AMOUNT
GENERAL (A)		
Pre-Pay	01-09,45	\$ 33,147.75
General	28-38	\$ 2,728.95
	General Total	\$ 35,876.70
PART-TOWN (B)		
Pre-Pay	10-14	\$ 4,307.93
Part-Town	39	\$ 60.00
	Part Town Total	\$ 4,367.93
HIGHWAY (D)		
Pre-Pay	15-18	\$ 19,243.56
Highway	40-41	\$ 133.00
	Highway Total	\$ 19,376.56
SEWER (SS)		
Pre-Pay Sewer	19-23	\$ 2,865.09
Sewer	42-44	\$ 633.26
	Sewer Total	\$ 3,498.35
GROVE CEMETARY(TE)		
Pre-Pay	24	\$ 28.82
Grove		
	Grove Total	\$ 28.82
	TOTAL FOR ALL	\$63,148.36

	FUNDS	
TRUST & AGENCY (TA)		
Pre-Pay	25-27,46	\$56,558.82
Trust & Agency		
	TRUST & AGENCY TOTAL	\$56,558.82

CORRESPONDENCE

Albany County Department of Economic Development

Supervisor Hotaling read the following:

Dear Supervisor,

Please be advised that the 30-day annual review period for Albany County Agricultural Districts begins on February 1, 2005. During this period, landowners can apply to have predominately viable agricultural land in a certified Agricultural District. At the end of the 30-day period, the County Agricultural and Farmland Protection Board will review the requests and report its recommendations to the County Legislature. The Legislature will publish a notice and hold a Public Hearing regarding proposed modifications to the district. Municipalities whose territory encompasses the lands, which are proposed to be included in an Agricultural District, will receive a map with parcel numbers of the proposed inclusions and will be notified directly in writing of the time, date, and location of Public Hearing.

Sincerely,

Laura DeGaetano
Senior Natural Resources Planner
Albany County Office of Natural Resources

Supervisor Hotaling asked that Councilman Conrad explain the 30-day period.

Councilman Conrad stated that he did not realize that the Town Board could have input on this and added that there are Agricultural Districts that are mapped by Albany County and they require another level of inquiry when it comes to review by the Planning Board with respect to sub-divisions and things of that nature. He reiterated that he did not know that they had input and noted that it is interesting because there is quite a bit of land that is in the Agricultural District.

Supervisor Hotaling interjected that his purpose is to inform the public that the period begins February 1st and anyone that feels as though a parcel should be included in an Agricultural District has to follow a process and this can be reviewed at <http://albanycounty.com> or questions can be directed to Laura DeGaetano at Ldegaitano@albanycounty.com or (518) 447-5670.

Councilman Stanton interjected that this is not specific to farms and anyone owning property can do this.

NYS Department of Environmental Conservation

Supervisor Hotaling stated that he was in receipt of a copy of a letter that was sent to Carver Construction regarding their Mining Permit. He added that on January 10, 2005 the permit was

re-issued with an expiration date of January 9, 2010 for their clay mine on Rte. 144 and there are constraints within the permit that are specific to the mine.

Albany County

Supervisor Hotaling stated that he was in receipt of a Memorandum from Albany County addressed to all County, City, Town and Village Officials notifying the 2005 Rabies Vaccination Clinic Schedule. He added that the closest ones would be in the Town of Bethlehem on June 7, 2005 and the Town of Berne on March 19, 2005 and the schedule would be posted in Town Hall.

Town Clerk Millious added that in the past there have been clinics in the Town of Coeymans and she had inquired as to why it was stopped. She added that she was informed that the County has to work within a budget for this and they go to where there was the best turnout.

Ravena Rescue Squad

Supervisor Hotaling stated that they received a check for the 4th quarter, from 10/01/04 through December 31, 2004, for reimbursement payment in the amount of \$4269.83 for the 59 ALS calls that were taken by the Ravena Rescue Squad and is a computation based upon an agreement reached in 2003.

Councilman Conrad inquired about the fact that not all PCR's are received from the paramedic and it is his understanding that this is required by law and he would ask that the Supervisor contact the Albany County Sheriff's Department and verify the fact that they are required by law.

Supervisor Hotaling stated that he would do a letter.

Greenville Central School

Supervisor Hotaling stated that this correspondence was not on the agenda and it was just received by fax and it is an invitation extended to surrounding municipalities to attend a meeting on January 29, 2005 at 1pm in the Greenville Middle School cafeteria and there is information available if anyone wishes to attend.

TOWN BOARD WORKSHOPS / MEETINGS

- Town Board Meeting – February 14, 7pm
- Town Board Workshop – February 15, 6pm
- Town Board Meeting – February 28, 7pm

ADDITIONAL COMMENTS

Supervisor Hotaling asked if there was any additional comment hearing none he asked for a motion to adjourn the meeting.

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the meeting.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Rogers, the Town Board Meeting was adjourned. Time 8:20
VOTE – AYES 5 – NAYS 4 – SO MOVED

Respectfully Submitted

APPROVED:

Diane L. Millious, Town Clerk

A Workshop Meeting was held Tuesday, January 18, 2005, at 6:00 PM at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling, Jr., Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

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

AGENDA ITEMS

- • Presentation by Amsure Associates – Group Health Insurance
- • Time Warner Cable – Franchise Renewal

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn to Executive Session to discuss part-time Police Department candidates.

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilman Conrad, the Workshop Meeting was adjourned to Executive Session. Time 7:00pm
VOTE – AYES 5 – NAYS 0 – SO MOVED

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Town Board Meeting was held Monday, January 10, 2005, at 7:00PM at Town of Coeymans, Town Hall, 18 Russell Avenue, Ravena, New York.

PRESENT: Ronald K. Hotaling Jr., Supervisor
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ABSENT: Frank D. Stanton, Councilman

ALSO PRESENT: Diane L. Millious, Town Clerk
Albert Deering, Highway Superintendent
Scott Giroux, Chief of Police
Joseph Rotello, Town Attorney
Laura VanValkenberg, Assessor

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

Supervisor Hotaling stated that Councilman Stanton was absent and Town Clerk Millious, Attorney Rotello, Assessor Van Valkenburg, Chief of Police Giroux and Highway Superintendent Deering were present. He continued by giving an overview of the agenda.

OVERVIEW OF AGENDA

- • Public Comment
- • Approval of Minutes
 - Town Board Meeting – December 13, 2004
 - Town Board Workshop – December 21, 2004
 - Public Hearing – December 27, 2004
- • Department Report Review
 - Building Department, December 2004
- • Old Business Update and Discussion
 - NYSDEC Response to WWTP Grant/Contract Extension
- • New Business
 - Town Law Sections 62 & 123 Audit Requirements
- • Resolutions
 - Appointment of Provisional Payroll Clerk
- • Correspondence
- • Town Board Workshops/Meetings
 - Town Board Workshop – January 18, 2004
 - Town Board Meeting – January 24, 2004

PUBLIC COMMENT

Supervisor Hotaling invited members of the public to comment, hearing none he moved to the next agenda item.

ADDITIONAL AGENDA ITEM

Supervisor Hotaling stated that this was not an item on the agenda and he had asked that Assessor Van Valkenburg be present to explain the distinctions between the enhanced STAR program and aged exemptions and the requirements of information that have to accompany the applications.

Assessor Van Valkenburg stated that the STAR exemption is only for school tax purposes and there are two types, the basic and enhanced. She added that the basic STAR applies to anyone and there is no income limitation, just residency and it helps encompass any seniors who exceed the maximum income limit.

Supervisor Hotaling interjected that when you file for the basic STAR it is a constant application and you do not have to do it every year.

Assessor Van Valkenburg added that it only has to be one time as long as you reside at the residence, if you move you have to re-file. She continued by saying that the enhanced STAR is for those 65 years of age or older and it plays off the adjusted gross income, which is set for the 2005 assessment roll at \$64,650.00 and you do have to be a full-time resident. She added that when you submit your renewal application or if applying for the first-time you have to use 2003 or 2004 income for the upcoming year and most use 2003 because the law allows information two years prior to the enroll date.

Supervisor Hotaling asked if it was a requirement to put in an income tax form with the application.

Assessor Van Valkenburg stated that it is easier if the form is included because all of the income that the state looks for is included.

Supervisor Hotaling asked if there are circumstances when a person is 65 or older and may have income under \$64,650.00 but above the aged exemptions and not be required to file an income tax form.

Assessor Van Valkenburg stated if there were not an income tax form they would submit their end of the year statements. She added by saying that the senior citizen or aged exemption is confusing in that it not only applies to school taxes but to town and county taxes as well. She continued by saying that it is a more restrictive income limit and the law as written requires the preceding income year information.

Supervisor Hotaling stated that the 2004 income for the aged exemption would not necessarily be in the form of a tax return because it requires gross income application and has no bearing on any tax document.

Assessor Van Valkenburg stated that if someone did submit an income tax form she would also want to see their social security because a lot of times on income taxes the full taxable amount of social security is not there and for the STAR exemption it is gross income.

Supervisor Hotaling interjected that they as a Town Board have to authorize the exemptions and asked that she do the research for the income levels.

Assessor Van Valkenburg stated that currently the Town and the County are at the same level and on the sliding scale the maximum income limit to get a 50% reduction on your property taxes is \$24,000.00 and the sliding scale allows people to make additional money but receive less of a percentage discount and it goes up to \$32,400.00. She added that the State sets the limit.

Supervisor Hotaling inquired about authorizing the amount even if it remains the same.

Attorney Rotello interjected that it only has to be done if they want to adopt a higher rate, the process is that the State does it and then the County and in turn the assessor gets notification and then the Town Board goes through the process to change the Local Law to bring it up with the county.

Supervisor Hotaling stated that Assessor Van Valkenburg is in the office on Tuesday evenings and Saturdays.

Assessor Van Valkenburg reiterated that her public hours are Tuesday evenings 6-8pm and Saturday 9am to noon in addition to being available by appointment.

Councilwoman Rogers asked that she announce the deadline date for getting the renewal applications in.

Assessor Van Valkenburg stated that all renewal applications have to be in by March 1, 2005 and if your income information is not together you should fill out and sign the renewal application so it is on file that there is an intention to renew and the information can be provided after that date.

Chief Giroux asked if you have to reapply for the enhanced STAR each year.

Assessor Van Valkenburg stated that you do because it is income based.

Town Attorney Rotello interjected that if you purchase property you have to reapply because if you purchase after March 1st the exemption may come off and you would be hit with the full school tax bill.

Town Supervisor Hotaling added that if you purchase property at any time you should contact the assessor to see if there are any additional filing requirements. He then moved to the next agenda item.

APPROVAL OF MINUTES

Town Board Meeting – December 13, 2004
Town Board Workshop – December 21, 2004
Public Hearing – December 27, 2004

Supervisor Hotaling stated that there were three sets of minutes for Town Board approval and he had not had the opportunity to read them, he then said that he would defer it to his colleagues.

Councilwoman Chmielewski interjected that she did not read them as well.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Chmielewski, to table the minutes until the next meeting.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

DEPARTMENT REPORT REVIEW

Building Department – December 2004

Supervisor Hotaling stated that there was a Building Department Monthly Report for review.

Councilman Conrad asked that it also be tabled until he gets a chance to check on a couple of items.

MOTION

On motion of Councilman Conrad, seconded by Councilwoman Chmielewski, tabling the Building Department Monthly Report until the next meeting.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

OLD BUSINESS

NYSDEC Response to WWTP Grant/Contract Extension

Supervisor Hotaling stated that he wished to resume discussion on the Waste Water Treatment Plant Project and continued by saying that last year there were bids put out for the improvements based upon a grant that was received to a maximum amount of \$582,000.00. He added that the bids resulted in submissions that far exceeded the authorization to spend for the project and as a result they have been working with DEC and also some engineering firms and engineering individuals trying to scale down to get a project that fits within the authorization to spend in addition to satisfy DEC in order to lift the moratorium that has been in place since May 2001. He continued by saying that there was a 1 year contract signed in March 2004 to expire in March 2005 and he has had communication with DEC asking for a contract extension and by letter from DEC they have indicated that they approve the request and forwarded a copy for his signature and based upon previous authorization to execute contracts pertaining to the project he executed the renewed contract on January 3rd 2005 and it now runs from March 2005 to March 2006 and they have the opportunity to preserve the money that has been set aside for the project. He concluded by saying that hopefully they will find a scaled down version that meets their needs and he had a discussion with Chief Operator Breedlove advising that the engineering firm of CT Male has been reviewing the project and want to set up a meeting to talk with the Town Board about a scaled down version of the project and they will attempt to utilize as much as they can the in house services of the Town and Village labor force in addition to the expertise of local people to be able to hold down the cost.

Councilwoman Chmielewski asked if it would go out to bid after they hear from CT Male.

Supervisor Hotaling stated that if they have a reasonable scaled down project to be able to present but currently they are in a preliminary review stage to see if they can suggest any modifications to reduce the cost.

Councilman Conrad interjected that there are two other companies that indicated an interest, Jack McDonald Engineering and Delaware Engineering and asked if they also be considered.

Supervisor Hotaling stated that he did not know if they wanted to do it simultaneously.

Councilman Conrad suggested that they do them at the same time and then make a reasonable decision as to whether they use CT Male or one of the other companies or go back to Engineer Prendergast.

Councilwoman Chmielewski asked if each one would have a fee.

Supervisor Hotaling stated that at this point they are presentations only and there was not a fee. He concluded by saying that if they can get a scaled down project it is the perfect time to do it and they might be able to get a better response.

Supervisor Hotaling then moved to the next agenda item.

NEW BUSINESS

Town Law Sections 62 & 123 Audit Requirements

Supervisor Hotaling stated that in mid 2004 the State Comptroller's Office came to the Town to do a Risk Assessment Audit to span 2003 and half of 2004 and discussions took place at the conclusion with the auditor and it led to a topic that has been on the minds of Town Boards for years. He continued by saying that each January 20th, according to Town Law, Section 62 & 123, on or before January 20th all Town Officers and employees except Town Justices must file detailed statements of all receipts and disbursements for the fiscal year and must produce all pertinent books and records for audit by the Town Board and the statements must be recorded in the minutes and on the same day the Town Justices must produce their dockets for examination. He continued by saying that it was part of the audit process and in the past Town Board members affixed their signatures but now they are being advised that in affixing a signature it indicates that they in fact performed an audit and the records are true and accurate. He added that Town Law also provides an opportunity for the Town Board to engage the service of an outside firm and the January 20th date is waived under the requirement for annual audit and it is extended for 60 days after the close of the Town's fiscal year. He then asked that the Town Board contemplate the options for a motion to direct all departments to give the Town Board their books by January 20th to perform the audit necessary in order to satisfy each other by affixing their signatures that they are true and accurate, or in the alternative authorize him by motion to contract with Marvin & Company to perform the audits of the Town Clerk's and Justice books in addition to any receipts and disbursements of any department within the Town of Coeymans. He concluded by saying that his preference would be that the weight and responsibility for that professional service be taken off the Town Board and placed on someone that can perform it and then asked for authorization to do so.

Councilwoman Chmielewski interjected that the auditor stated that the books had to be surrendered by January 20th but they do not have to be audited by then and added that she would go with hiring Sarah Morrison, who is currently doing accounting for the Town because the Town Clerk's books are very simple.

Supervisor Hotaling stated that he would agree with that to the extent that it works for the Town Clerk and Town Justice but also as part of the audit process requirements for January 20th are the books of the Supervisor and if she is the accountant doing those books she would not be able to audit her own books.

Councilwoman Chmielewski added that she was referring to the Town Clerk and Justice books and Marvin and Co. had also said that they could not audit 2004 until 2003 is done so that they can get a beginning balance.

Supervisor Hotaling stated that if they identify Marvin & Company for the Supervisor's books and allow Sarah Morrison to do the others, then the date of January 20th goes away. He then asked that the Town Board authorize him to contract with an accountant and then guide him as to what accountant they want him to use because in order to comply with the law they have to have authorization in by January 20th.

Councilwoman Chmielewski stated that she didn't know how Ms. Morrison would feel about doing it or if she would even have the time but the difference in pay per hour for Marvin & Company would be a lot more money for the Town Clerk's books and Justice dockets books that are not that involved.

Town Attorney Rotello asked if the roles could be bifurcated.

Town Supervisor Hotaling stated that he believes so and all they have to do is have the different departments audited and it does not have to be by the same person collectively. He added that he wanted something done immediately or they should suggest that on the 20th they are going to receive the books and hold them for audit by themselves, which he does not believe is a viable solution.

Councilman Conrad stated that there are other accounting firms available to them that are local and in town and if the Town Clerk's records are that simple it would not be a complicated process for someone that is a CPA.

Supervisor Hotaling stated that based on his conversation with Daryl Purintan from Marvin & Company it is a fairly simple process and it should not take longer than a day or two and could be done on site in both the Town Clerk's and Justice's Office. He added that it would be in the neighborhood of \$3,000.00 for Marvin & Company to do all three audits and to do the reports. Councilman Conrad stated that he would be willing to make a motion to authorize the Town Supervisor to hire someone but would ask that they make some phone calls to see if there is anyone available locally to quote a price.

Councilwoman Chmielewski stated that she had not spoken with Ms. Morrison and she does not know if she even has the time but it's not that involved and she could do it in a timely fashion.

Councilman Conrad stated that they could authorize the Supervisor to engage with a professional service based on their conversation, whether it is Ms. Morrison or someone else locally but less expensive than Marvin & Company because basically they are auditing the end of 2004 to make sure that the Town has been properly looked after.

MOTION

On motion of Councilman Conrad seconded by Councilwoman Chmielewski, authorizing engaging professional services for the purpose of satisfying Section 62 & 123 audit requirements of the Town's receipts and disbursements for the fiscal year.

VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Stanton) – SO MOVED

ADDITIONAL OLD BUSINESS ITEM

Supervisor Hotaling stated that last year they sought an insurance policy called an Undertaking, which is the responsibility of each Town Board to have Oaths of Offices in addition to having an Undertaking by the end of January. He added that last year they found such insurance within the timeframe and through the efforts of Town Clerk Millious he was reminded after the Organizational Meeting that the Undertaking needed to be done this year. He concluded by saying that he got the Town's Insurance Agent involved and Stoltz Agency found that the coverage for \$500,000.00 is a three-year policy with a premium of \$1,789.00 per year and this would satisfy the Undertaking for this year and the record should reflect that they looked into this and it was determined that it is already in force for 2005 as well as 2006, unless it is cancelled.

RESOLUTIONS

RES. #32-05 PROVISIONALLY APPOINT PAYROLL CLERK

On motion of Councilwoman Rogers, seconded by Councilman Conrad, the following resolution was APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Stanton)

WHEREAS, the Town Board of the Town of Coeymans has identified a need for a full-time payroll clerk to process the bi-weekly payroll, as well as the processing of and oversight for the Human Resources Policies in force for our employees, and

WHEREAS, the Albany County Civil Service Department has provided a list of candidates, and

WHEREAS, the list has been canvassed resulting in no interested applicants for the position, and

WHEREAS, Civil Service rules provide that a provisional appointment can be made with no list can be drawn from,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board appoints Catherine Barger as full-time payroll clerk at an annual salary of \$18,618.00, effective January 10, 2005. This appointment is provisional and subject to the rules requiring examination for this position.

TOWN BOARD WORKSHOPS / MEETING

Town Board Workshop – January 18, 2005, 6:00pm

Town Board Meeting – January 24, 2005, 7:00pm

ADDITIONAL COMMENTS

Supervisor Hotaling asked the Town Board if there was any additional business or comments to bring before the Board, hearing none he asked if there were any additional comments from the audience, hearing none he asked for a motion to adjourn the meeting.

ADJOURNMENT

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, the Town Board Meeting was adjourned. Time 7:35pm
VOTE – AYES 4 – NAYS 0 – ABSENT 1 (Stanton)

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Regular Town Board Meeting was held Monday, November 28, 2005, at 7:00 PM at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling, Jr., Supervisor
Frank Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ALSO PRESENT: Cindy Vatalaro, Deputy Town Clerk
Joseph Rotello, Town Attorney
Scott Giroux, Chief of Police
Virginia Pearson, Judge
George Dardani, Judge (arrived late)
Albert Deering, Highway Superintendent (arrived late)

Supervisor Hotaling opened the meeting and led the Pledge of Allegiance

SUPERVISOR'S OPENING COMMENTS

Supervisor Hotaling stated that the record should reflect that there is a full Town Board present along with Deputy Clerk Vatalaro, Town Attorney Rotello, Chief Giroux and Justice Pearson. He continued by giving an overview of the agenda.

OVERVIEW OF AGENDA

- . Public Comment
- . Approval of Minutes
 - Special Town Board Workshop, October 17, 2005
 - Special Town Board Workshop, October 18, 2005
 - Joint Town/Village Meeting, October 18, 2005
 - Special Town Board Workshop, October 19, 2005
 - Special Town Board Workshop, October 22, 2005
 - Town Board Meeting, October 24, 2005
- . Supervisor's Report – October 2005
- . Department Report Review
 - Police Department Monthly Report, October 2005
 - Town Clerk's Monthly Report, October 2005
- . Old Business Update & Discussion
- . New Business Topics for discussion and/or Action

- • Resolutions
 - Biechman Road Cul-De-Sac
 - Old Ravenna Road North Bridge Acquisition
 - Amended Sewer Rate Resolution
 - Appoint Equipment Operator I – Seasonal (Dwyer)
 - Appoint Part-Time Data Collector (LaFave)
 - Appoint Seasonal Laborer (VanEpps)
 - Approve November 2005 Abstract
 - Transfer of Funds
- • Correspondence
 - Joseph Mastrianni re: Oakbrook Manor
- • Town Board Workshops/Meetings
 - Town Board Meeting, December 12, 2005, 7:00 pm
 - Town Board Workshop, December 20, 2005, 6:00pm
 - Town Board Meeting, December 27, 2005, 7:00pm
- • Executive Session

PUBLIC COMMENT

Supervisor Hotaling invited members of the public to make comment at this time, hearing none he moved to the next agenda item.

APPROVAL OF MINUTES

Supervisor Hotaling stated that there were six sets of Town Board Meetings/Workshops for approval and asked for a motion to do so.

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad, the October 17th Special Town Board Workshop, October 18th Special Town Board Workshop, October 18th Joint Town/Village Meeting, October 19th Special Town Board Workshop, October 22nd Special Town Board Workshop and October 24th Town Board Meeting were approved as read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

SUPERVISOR’S REPORT – OCTOBER 2005

Fund	Balance	Receipts	Disbursements	Balance
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	Fwd.			
General	\$146,214.85	\$375,680.67	\$(206,793.25)	\$315,102.27
Part-Town	\$287,634.42	\$ 1,408.50	\$(21,282.17)	\$267,760.75
Special Water	\$ 67,572.73	\$ 32,305.91	-0-	\$ 99,878.64
Trust & Agency	\$ 561.91	-0-	-0-	\$ 561.91
Highway	\$174,276.05	\$437,091.41	\$(225,434.87)	\$385,932.59
Sewer & Sewer Capital Project	\$224,479.23	\$ 35,442.99	\$(86,986.11)	\$172,936.11
			Total Rec. Balance	\$1,242,172.27

**CD - CITIZENS BANK
90 DAYS**

D FUND

**CD - FIRST NIAGARA BANK
30 DAYS**

A FUND

\$50

SAVINGS ACCOUNTS

SE

UNEMPLOYMENT \$ 3,097.75
 GROVE CEMETERY \$ 55,284.09
 SEWER-DEDICATED \$ 6,096.85
 TOTAL \$ 64,478.69

OC
 HUD PAY
 ADMIN. F
 TENANT F

**COLLATERAL
COVERAGE**

FDIC COV

**NATIONAL BANK OF
COXSACKIE \$100,000.00**

\$1,59

Supervisor Hotaling asked for a motion to approve the Supervisor's Report.

MOTION

On motion of Councilman Conrad, seconded by Councilman Stanton, the Supervisor's Report for October 2005 was accepted as read.
VOTE – AYES 5 – NAYS 0 – SO MOVED

POLICE DEPARTMENT REPORT – OCTOBER 2005

Supervisor Hotaling asked that Chief Giroux summarize his Department Report for October 2005.

Chief Giroux continued by giving a summary of the report.

Supervisor Hotaling asked for a motion to approve the report.

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad the Police Department Report for October 2005 was approved as presented.
VOTE – AYES 5 – NAYS 0 – SO MOVED

Councilwoman Chmielewski asked Chief Giroux about the following statement in his report: "Effective this week the Police Blotter Report will include the names of all persons charged with a misdemeanor or felony. This change is being made at the request of the local newspapers that receive this report each week" She continued by asking who makes up the report.

Chief Giroux stated that he makes up the report.

Councilwoman Chmielewski stated that the information could be obtained through Freedom of Information and added that she has a problem with Chief Giroux including names in the report.

Chief Giroux interjected that it is public information.

Councilwoman Chmielewski stated that she knew that it was and had inquired with the Justice Office earlier in the day. She continued by saying that she has a problem with printing names in the paper and added that years ago this was done but they had gotten away from doing it because it was an embarrassment to the families involved. She then asked Tom Tucker, reporter for the News Herald, why the paper would want to do this.

Reporter Tucker reiterated that it is public information in addition to believing that it deters crime.

Councilwoman Chmielewski continued by saying that it is not so much the criminal that she is troubled with but it is the rest of the family that she is concerned about and added that this is her personal opinion. She added that she knows it is public information but the newspapers could get the information on their own and write it up themselves rather than it being provided by the Town.

Supervisor Hotaling stated that if they looked at the Police Blotter they would get the names anyway.

Chief Giroux stated that the need to develop the report by him to the newspapers was created when they computerized their blotter and there is not a way for reporters to look at it because they would have access to the entire database, which they cannot have. He added that in order for them to get the data that they would like, he has to prepare a report to give them. He continued by saying that his position is that anyone is entitled to the information and his advice to the newspapers is that they be consistent in how it is publicized.

Councilman Conrad interjected that it is like a Freedom of Information.

Councilwoman Chmielewski stated that she understands that and added that her issue is probably with the newspaper and she will speak to Mr. Bleezarde and Ms. Deyo.

Supervisor Hotaling added that if names are published there should be a follow-up when the case is adjudicated. He then asked Reporter Tucker if he covers the local courts as well.

Reporter Tucker stated that they do as best they can.

Town Attorney Rotello stated that there may be situations where some information cannot be divulged and it has been common practice that the blotter has been published and names have not been given unless it was a felony.

Councilwoman Rogers interjected that the newspapers cannot be denied the information.

Councilwoman Chmielewski reiterated that she would express her feeling to the newspapers.

Councilwoman Rogers added that if Chief Giroux does not give the information it can be obtained through F.O.I.L.

Supervisor Hotaling inquired about publishing names for DWI and DWAI's.

Chief Giroux stated that if it is a DWI it is usually a misdemeanor and the name would be published and if it is non-misdemeanor DWI it would be a DWAI and the name would not be published.

Supervisor Hotaling interjected that he does not have a problem with names being published because it is public information and added that he feels as though it is appropriate to put it in the paper.

Councilman Conrad reiterated that it is public information and everyone is subject to the same set of consequences.

Supervisor Hotaling agreed that there should be consistency in what is done.

Councilwoman Chmielewski concluded by saying that she does not agree with the names being published.

TOWN CLERK MONTHLY REPORT – OCTOBER 2005

Supervisor Hotaling asked that Deputy Clerk Vatalaro give the Town Clerk Report for October 2005.

Deputy Clerk Vatalaro gave the Town Clerk Monthly Report.

Supervisor Hotaling asked for a motion to approve the report.

MOTION

On motion of Councilwoman Rogers, seconded by Councilman Stanton the Town Clerk Monthly Report for October 2005 was approved as presented.
VOTE – AYES 5 – NAYS 0 – SO MOVED

OLD BUSINESS

Comprehensive Plan Proposed Survey

Supervisor Hotaling stated that there have been several Workshops dedicated to the development of a Comprehensive Plan and at the last one there was some discussion among the group of participants that the word was not getting out far and wide encouraging people to show up. He added that there have been several attempts made such as letters sent to businesses, reminder notices to those that have attended previous Workshops, in addition to including the Participation in Government class from the

R-C-S High School. He continued by saying that a survey is something that everyone can participate in and it will be available to everyone in the community and a draft survey has been devised by Laberge and it is currently being fine tuned by the Town Board, which will be available after the holidays. He added that Laberge will be engaging a mailing firm to send to all property owners a postcard instructing how to complete the survey either online or by obtaining a hardcopy, which will consist of approximately 20 questions in addition to having an area for additional comments. He concluded by saying that this will provide everyone the opportunity to participate and after the completion of the survey in January there will be another community meeting in February to analyze the data and by mid to late spring there will be a draft plan and they are on track for the adoption of a Comprehensive Plan in mid to late summer of 2006.

NEW BUSINESS

None at this time.

RESOLUTIONS

Supervisor Hotaling stated that at the last meeting Mr. Deering was in the process of re-examining the area at the end of Biechman Road and was to advise the Town Board if the cul-de-sac was worthy of becoming a Town Road. He added that Mr. Deering has confirmed that it is acceptable.

RES. #116-05 ACCEPT BIECHMAN ROAD CUL-DE-SAC AS TOWN ROAD

On motion of Councilman Conrad, seconded by Councilman Stanton, the following resolution was APPROVED – VOTE – AYES 4 – NAYS 0 – ABSTAIN 1 – SO MOVED

WHEREAS, upon the deed of dedication of Daniel Boomer, dated and acknowledged October 25, 2005, dedicating and releasing the necessary lands to the Town of Coeymans for a town cul-de-sac to extend from Biechman Road in the Town of Coeymans, Albany County, New York to a point described in the deed of dedication which is attached hereto and made a part hereof,

NOW, THEREFORE, BE IT RESOLVED, that in accordance with the provisions of Section 171 of the Highway Law of the State of New York, consent is given that the Highway Superintendent of the Town of Coeymans make an order laying out the aforesaid Town Highway, the town highway to consist of the lands described in the deed of dedication, and

IT IS FURTHER RESOLVED, that the Town Clerk record the Deed of Dedication in the Albany County Clerk's Office.

Councilman Conrad stated that over the past years the Planning Board has been making attempts to try to resolve the problems that arose with the termination of dead-end streets without any means for trucks to turn around when they are plowing and sanding. He added that this will allow for a dedicated turn-around.

Supervisor Hotaling stated that he wanted to advise the Town Clerk that he had a check that accompanied the letter of transmittal from Mr. Michael Biscone, on behalf of Mr. Daniel Boomer, in the amount of \$39.00, which covers the recording fee for the deed and asked that the Town Clerk's Office take custody of the check and work on the recording of the deed.

Councilwoman Chmielewski added that she is related to Mr. Boomer and wished to recuse herself from any discussion or voting on the resolution.

Supervisor Hotaling asked Town Attorney Rotello if an abstention is the same as a recusal.

Town Attorney Rotello stated that an abstention is actually a no-vote.

Supervisor Hotaling stated that he was going to note at the bottom of the resolution that Councilwoman Chmielewski did not participate in the vote or discussion.

Supervisor Hotaling stated that it was discussed at the last meeting that permanent and/or temporary easements were agreed to by landowners in the Town of Coeymans and the Town Board authorized him to execute the agreements. He added that what remains is the acquisition of the site known as the Vale Meadow Apartments and negotiations between the appraiser and property owner fell apart with respect to agreeing on the value, which has created a dilemma because the project for the North Bridge replacement has a schedule and it must be kept. He continued by saying that there is no question that the Vale Meadow Apartments have to be acquired and the manner in which they are acquired has to be expeditious in order to keep the project on schedule and the following resolution will authorize the Town's lawyers and appraisers to move forward in the eminent domain process to acquire the Vale Meadow Apartments and the courts at some future date will determine the actual value of the complex and then settle between where the appraisal is and where the landowner believes that it should be.

RES. #117-05 AUTHORIZE AND DIRECT SUPERVISOR TO ACQUIRE APPROXIMATELY 0.46 ACRE PARCEL ON OLD RAVENA ROAD

On motion of Councilwoman Rogers, seconded by Councilwoman Chmielewski, the following resolution was APPROVED – VOTE – AYES 5 – NAYS 0 – SO MOVED

WHEREAS, by Resolution previously adopted, this body authorized and directed representatives and/or agents of the Town of Coeymans to proceed to acquire parcels of privately held real estate necessary to undertake the proposed public project relating to the replacement of the bridge that carries Old Ravena Road over the CSX rail lines in the Town of Coeymans, County of Albany, State of New York; and

WHEREAS, the aforementioned proposed public project was presented at a Public Information Meeting held on September 13, 2004, at the Coeymans Town Hall and thereafter at a Public Hearing held in accordance with the provisions of Article 2 of the Eminent Domain Procedure Law, following which this body adopted its Determination and Findings and caused a synopsis thereof to be duly published and mailed to affected property owners, and

WHEREAS, representatives and/or agents of the Town of Coeymans have made written offers to acquire the parcels of real estate necessary for this project for amounts determined to be 100% of just compensation based upon appraisal from qualified professionals, and

WHEREAS, among the parcels of real estate, whose acquisition are necessary for the aforementioned proposed public project, is a certain 0.46 acre parcel located at 100 Old Ravena Road in the Town of Coeymans, New York, bearing Tax Map Identifier 144-1-9, and owned by John Schwartz, and

WHEREAS, John Schwartz has rejected the Town of Coeymans' written offer to purchase the aforementioned parcel of real estate, and

WHEREAS, the Supervisor of the Town of Coeymans has this day reported to this body regarding the status of real estate acquisitions necessary for the aforementioned proposed public project, and

WHEREAS, the Supervisor reports, among other things, that he believes it is necessary to proceed by eminent domain with respect to the acquisition of the aforementioned parcel of real estate located at 100 Old Ravena Road in the Town of Coeymans, New York (Tax Map Identifier 144-1-9), and

WHEREAS, the Supervisor further reports that the Town of Coeymans has complied with all provisions of the Eminent Domain Procedure Law that must be satisfied prior to the Town of Coeymans acquiring a parcel of real estate, pursuant to Article 4 of the Eminent Domain Procedure Law, for the purposes of the aforementioned proposed public project.

NOW, THEREFORE, BE IT RESOLVED, that the status report of the Supervisor of the Town of Coeymans is hereby accepted in all respects, and

BE IT FURTHER RESOLVED, that all acts taken by representatives and/or agents on behalf of the Town of Coeymans, as directed and authorized by the aforementioned Resolution, as reported to this body by the Supervisor of the Town of Coeymans, are hereby ratified and approved, and

BE IT FURTHER RESOLVED, that the Supervisor or his agents are hereby authorized and directed to acquire the approximately 0.46 acre parcel of real estate situated at 100 Old Ravena Road in the Town of Coeymans, New York (Tax Map Identification number 144-1-9) by exercise or the right of eminent domain by the Town of Coeymans, New York, and to utilize the services of law firm Hite, O'Donnell & Beaumont, P.C. to accomplish such acquisition.

Supervisor Hotaling stated that the Town Clerk will send a certified copy of the resolution to the County of Albany.

RES. #118-05 AMEND SEWER WARRANT MOTION MADE 03-04-05

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

WHEREAS, the Town Board of the Town of Coeymans passed Resolution #131-04 authorizing the Town Clerk to collect a total Sewer Warrant and the amount was not specified, and

WHEREAS, on March 14, 2005, the resolution was amended by motion authorizing the Town Clerk to collect a total 2005 Sewer Warrant in the amount of \$161,070.00, and

WHEREAS, as a result of current changes to parcels 168-12-1-9 and 168.13-1-18 totaling a decrease of \$360.00, the Sewer Warrant total is now \$160,710.00.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby amend the motion made on March 14, 2005, to reflect the change in the 2005 Sewer Warrant.

Councilwoman Chmielewski stated that she would hope that the next time that a Sewer Bill is changed that it is done the proper way. She added that it should have come before the Town Board first and then to the Town Clerk.

Councilman Conrad interjected that it was a billing error.

Councilwoman Chmielewski added that it did not matter and it should have come to the Town Board first.

Councilman Conrad interjected that it is before the Town Board at this point.

RES. #119-05 APPOINT SEASONAL HIGHWAY EQUIPMENT OPERATOR I

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

WHEREAS, Article XXIX of the CSEA Contract provides for the hiring of winter road maintenance seasonal employees, and

WHEREAS, the Albany County Civil Service Department has confirmed this job title as a non-competitive position requiring the chosen candidate to meet minimum qualifications, and

WHEREAS, the Superintendent of Highways has confirmed the candidate meets minimum qualifications,

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Coeymans authorizes the appointment of Tina Dwyer to the seasonal position of Equipment Operator I, effective immediately, at a rate commensurate with the Union Agreement.

RES. #120-05 APPOINT PART-TIME ASSESSMENT AIDE

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, the following resolution was APPROVED – VOTE – AYES 5 – NAYS 0 – SO MOVED

WHEREAS, the Assessor, Laura VanValkenburg, has requested the assistance of a part-time Assessment Aide to assist in verification of construction information, completion of property record cards and entering new data into the RPS Program, and

WHEREAS, the Albany County Civil Service Department has confirmed this job title as a non-competitive position requiring the chosen candidate to meet minimum qualifications, and

WHEREAS, the Assessor has confirmed the candidate meets minimum qualifications for appointment,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Danielle A. LaFave to the part-time position of Assessment Aide, effective immediately, at the rate of \$10.23 per hour.

Supervisor Hotaling stated that this is the first of a few Data Collectors that the intend to employ and this will provide the Assessor an opportunity for the balance

of 2005 to train and send someone out in the field to get a jump on the data collection for the upcoming reevaluation.

RES. #121-05 APPOINT SEASONAL HIGHWAY LABORER

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

WHEREAS, Article XXIX of the CSEA contract provides for the hiring of winter road maintenance seasonal employees,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans authorizes the appointment of Kenneth VanEpps, as a seasonal laborer, for assisting in highway maintenance, effective immediately, at the hourly rate of \$10.96.

Highway Superintendent Deering stated that he is looking for drivers and are required to have a CDL license.

Supervisor Hotaling stated that anyone interested in being a seasonal driver for the Highway Department and has a CDL license should contact Highway Superintendent Deering at 756-2251.

RES. #122-05 APPROVE NOVEMBER 2005 ABSTRACT

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

BE IT RESOLVED, that the Town Board, of the Town of Coeymans, does hereby approve and allow the following claims of vouchers for the November 2005 Abstract.

ABSTRACT	VOUCHER #	AMOUNT
GENERAL (A)		
General Pre-Pay	1792-1807,1809-1816	\$128,734.13
General	1867-1947,2016, 2020	\$ 84,365.20
	General Total	\$213,099.33
PART-TOWN (B)		
Part-Town Pre-Pay	1817-1830,2018	\$ 17,071.13
Part-Town	1948-1961	\$ 13,556.47
	Part Town Total	\$ 30,627.60
HIGHWAY (D)		

Highway Pre-Pay	1831-1840	\$ 27,004.99
Highway	1962-1995,2019	\$ 14,932.78
	Highway Total	\$ 41,937.77
SEWER (SS)		
Pre-Pay Sewer	1841-1851,1853-1856	\$ 9,965.42
Sewer	1996-2011,2015	\$ 24,047.58
	Sewer Total	\$ 34,013.00
GROVE CEM. (TE)		
Pre-Pay Grove Cemetery	1857-1858	\$ 64.59
	Grove Total	\$ 64.59
CAPITAL PROJ. (H)		
Capital Projects	2012-2014,2017	\$ 8,236.43
	Capital Proj. Total	\$ 8,236.43
SPECIAL WATER (SW)		
Pre-Pay Special Water	1859	\$ 70,318.83
	Special Water Total	\$ 70,318.83
	TOTAL FOR ALL FUNDS	\$398,297.55
TRUST & AGENCY (TA)		
Trust & Agency Pre-Pay	1860-1866	\$157,217.16
	Trust & Agcy. Total	\$157,217.16

RES. #123-05 AUTHORIZE TRANSFER OF FUNDS

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

WHEREAS, the following accounts have been exhausted because of unforeseen expenditures,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans, does hereby authorize Supervisor Ronald K. Hotaling, Jr. to modify the 2005 budget as follows:

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$16,158.11 Enforcement	A3120.4 Law Enforcement (Contractual)	A3120.2 Law (Equipment & Cap.)
\$ 6,200.00 Garage	A5010.1 Deputy Highway Super. (Personal Services)	A5132.4 Highway (Contractual)
\$ 1,213.53	A9030.8 Social Security	A9040.8 Workers Comp.
\$ 1,292.79 Storeroom	A1670.4 Printing & Mailing	A1660.4 Central
\$17,940.00	A1930.4 Judgments (Contractual)	A1620.4 Town Hall (Contractual)
\$ 4,217.12	A1990.4 Contingency	A1620.4 Town Hall (Contractual)
\$ 6,000.00	A1989.4 Grant Writer (Contractual)	A1440.4 Engineer (Contractual)
\$ 2,135.53	A1900.4 Contingency	A1440.4 Engineer (Contractual)
\$ 59.37	S9030.8 Social Security	S9040.8 Workers Comp.
\$ 965.11	S9030.8 Social Security	S9050.8 Unemployment
\$ 4,369.11	B9060.8 Health Insurance	B9030.8 Social Security

CORRESPONDENCE

Joseph Mastrianni re: Oakbrook Manor

Supervisor Hotaling stated that he was in receipt of a letter from Joseph Mastrianni dated 11-22-05. He continued by saying that Mayor Bruno, and himself accompanied Greg Gallucci, Vice President of Joe Mastrianni, Inc, on a

site visit to several HUD sponsored apartments in the Town of Coeymans and three of the apartments were in Oakbrook Manor and none of the three passed inspection. He added that they tried to visit and inspect an apartment in the Village and did not gain access and this was their third attempt because the Mayor along with himself wants to see it and then they moved on to the Hamlet of Coeymans where they inspected two apartments and one passed but the other did not. He continued by saying that they are continuing to work with their consultants in the HUD Program to make appropriate and positive changes to the residences that HUD clients are being exposed to and live in. He added by saying that the letter from Mr. Mastrianni states the following: "As of this date, we have started to offer assistance to elderly or disabled families residing in Oakbrook Manor. Based on the results of the inspections conducted by you, the Mayor and Greg Gallucci of my staff on November 21, 2005, elderly or disabled families offered assistance will not be allowed to use their assistance in Oakbrook Manor." He added by saying that for some people this will mean a delay with getting in the program but it is a delay that is necessary given the conditions that they found at Oakbrook Manor and he does not want to expose any more clients to that until some corrections are made and he along with the Mayor will be happy to discuss any issues they may have on the determination. He concluded by saying that they have started by placing the elderly and/or handicapped but based on the inspections the decision was made to not allow any assistance in Oakbrook until things straighten up.

TOWN BOARD WORKSHOPS/MEETINGS

- Town Board Meeting – December 12, 2005, 7:00pm
- Town Board Workshop – December 20, 2005, 6:00pm
- Town Board Meeting – December 27, 2005, 7:00pm

ADDITIONAL COMMENTS

Supervisor Hotaling asked if there were any additional comments.

Councilman Conrad stated that he was not present at the last meeting but was aware of the concerns that were raised relative to the ATV problem in the Hamlet of Coeymans. He added that he knew that this was a problem in the outer areas but he did not realize that it was such a problem in the Hamlet. He continued by saying that the local paper handled the matter accurately but there was also a letter to the editor addressing one of the Local Laws, which goes back approximately 20 years. He added that he would like Chief Giroux to look into this based on laws that took effect after the original law was written and the need for possibly the definition needing to be amended along with the purpose of the

law. He concluded by saying that they could also look into the policy section dealing with the Police Chief's responsibilities that needs to be repealed or restructured.

Supervisor Hotaling asked that Councilman Conrad give an update about the water project on Martins Hill Road based on the Town Board's efforts at this point and what they intend to do in the near future.

Councilman Conrad stated that the engineering services of C.T. Male have been completed to this point, giving them a fair and accurate estimate of what it is going to cost to install the water line to take care of the 1,000 feet up Martins Hill, which is part of the Coeymans Hamlet Water District. He added that at this point they are trying to identify the exact number of parcels that are actually going to be affected and served and there were 12 homes approved by the Village that have contaminated wells. He continued by saying that in installing the line, there are actually more vacant parcels that are going to be affected and at this point they need to notify each of the property owners and bring them in to determine how many of them are actually going to be serviced to what extent of the main and to determine what amount of money is going to be charged to each parcel based on those that will actually participate in the use of the line. He added that they have identified approximately 21 parcels of property, however 3 of them are currently receiving water through some agreement or means of using someone else's water line, which is not an approved setup. He continued by saying that all of the issues have to be identified and taken care of and at that point they will be able to come up with a determination as to what the cost will be and if the cost exceeds \$575.00 per year they will have to seek additional approval from the NYS Comptroller's Office. He concluded by saying that once all of the problems are resolved they will be able to move ahead and possibly put the project out to bid for next year.

Supervisor Hotaling added that he had a discussion with the Mayor earlier in the day and the Village has agreed that they will do a reclamation of Sky View Drive, which will take that cost away from the project in addition to the Mayor agreeing that for the 3 that currently have water, the hookups will have to be altered to make them a legitimate hookup.

Councilman Conrad interjected that the 3 illegitimate hookups was one of the primary concerns with negotiations with the Village and what is suppose to happen is that each individual owner is suppose to have their own individual connection off a main and not another private line.

Councilwoman Chmielewski inquired as to how this happened in the first place and who may have granted permission.

Councilman Conrad stated that it happened a long time ago and he didn't want to point the finger at anyone.

Councilwoman Chmielewski inquired as to if the Town or the Village hooked those three up.

Councilman Conrad stated that it has been a combination of things that have happened along with agreements that were done in the past through contract negotiations where lines were put in, in lieu of right-of-ways. He added that now that the main is actually going to go by their property, they will have to hook into it properly.

Councilwoman Chmielewski inquired as to if the Town or the Village will be putting in the main.

Councilman Conrad stated that it will not be the Village or the Town but rather by those that will be receiving the water.

Supervisor Hotaling interjected that the property owners were informed early on in the project that in putting water up the hill, the cost associated with it will be a cost born by those that will benefit from it.

Councilman Conrad stated that it is benefit derived.

Councilwoman Chmielewski interjected that she did not recall discussion about the main.

Councilman Conrad added that the only way that extensions are allowed under the current rules and regulations are technically by a main that has to be a minimum of 8 inches.

Supervisor Hotaling stated that to go from the bottom of the hill up the hill with an 8" main, the pressure will not be enough.

Councilman Conrad stated that the way that the pressure works off the system currently is that the main feeds down to a pressure reducing valve on Main Street and to feed from that valve back up the hill will allow less than the minimum required pressure that is needed and in order to resolve that problem and give a good amount of water to the homeowners, by coming out of the Sky View Drive area the water pressure at the highest point will be more than what is required and necessary and at the bottom of the hill they will probably have to put in pressure reducing valves at each of the homes because the pressure will be as high as 110 pounds.

Councilwoman Chmielewski interjected that this will add more cost to the homeowners, which they did not realize this from the beginning.

Councilman Conrad stated that it was either to do it this way or to come from Moxley Street all the way up Rte. 9W, which is a more prohibitive cost to hook back into an 8 inch main because the line that comes down as far as Stewart's is only 4 inch and it is not sufficient to maintain fire protection, the minimum is a 6 inch line to feed a hydrant. He added that in order to make this work and get it approved through the Albany County Health Department, they have to hook into the main 12 inch line that comes from the plant down across 9W or go back to Moxley Street, which would be much more costly because it is in Rte. 9W. He continued by saying that in doing it this way they will be able to stay out of the 9W and work within the confines of Rte. 143, which is already slated for reconstruction and they will probably be allowed to open cut the highway. He added that this would not have been allowed on Rte. 9W, everything would have had to be bored and the cost would have been so high that the project would never come to fruition. He concluded by saying that the cost of the project is questionable at this point.

Supervisor Hotaling interjected that they are close to the upper edge of the limit allowed by the State Comptroller at this point and if it were not for the fact that the homeowners had presented a public safety issue to the Town Board, in terms of quality of their water, that would tend to mitigate against denial on the part of the Comptroller. He added that the Town Board would be advocating for this even if the cost were higher than the Comptroller's limit. He concluded by saying that all of this ground work is leading up to an Informational Meeting at Town Hall to talk to those that are going to be impacted and the cost will be included in the discussion.

Councilwoman Rogers inquired about the 3 homes that already have water and if they will also be included in the cost of hooking into the main.

Councilman Conrad interjected that he is not sure and they will need to get some legal advice to direct them on this issue. He added that the problem that they are faced with is whether to hook them in at no cost or to include them in the cost. He concluded by saying that the bottom line is that they need to make the proper connection and eliminate the system that they are on.

Councilwoman Rogers interjected that if three more people were included in the cost, it would cut down the cost per household.

Councilman Conrad stated that it would depend on the legal advice that they get and Town Attorney Rotello will have to speak with Attorney Tabner to advise as to how they should proceed. He added that the fire hydrant that will be placed near Rte. 9W will be fully functional for fire protection and everyone will benefit from it and the question is what they should do with the private lines that are located in the public right-of-way. He continued by saying that Mr. Boni, from the NYS Department of Transportation has made his review and comments and they have been shared with the engineer from C.T. Male and the Town Board and

hopefully they can move on to the next step. He concluded by saying that it may not come about but he hopes that it does because it will be a good thing for the Town and reiterated that it will be benefit derived and will not affect anyone else in the Water District.

Supervisor Hotaling thanked Councilman Conrad and asked if anyone else had anything to add.

Councilwoman Rogers stated that she wanted to remind everyone that the tree lighting at the gazebo and Christmas Parade will be December 2nd.

Supervisor Hotaling stated that Councilman Stanton has played a major role in the planning of this event in addition to getting the tree.

Councilman Stanton added that everything is decorated and will be ready for the festivities on Friday evening and Santa will be there as well.

Councilwoman Chmielewski interjected that it will start with the tree lighting at 6:00pm at the gazebo.

Supervisor Hotaling continued by asking that the Town Board consider a meeting in Executive Session to review the employment history of a Town employee. He then asked for a motion for the adjournment to go into Executive Session.

ADJOURNMENT TO EXECUTIVE SESSION

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Rogers, the Town Board meeting was adjourned to Executive Session. Time 8:08pm
APPROVED – VOTE – AYES 5 – NAYS 0 – SO MOVED

Supervisor Hotaling added that they would reconvene to a public session to formally adjourn after the Executive Session.

EXECUTIVE SESSION

Supervisor Hotaling reported that the full Town Board was present in addition to Town Attorney Rotello, Justice Dardani and Justice Pearson and added that notes were taken and on file in the Supervisor's Office. He also reported that the Town Board received a resignation of a Town of Coeymans employee.

Executive Session ended at 8:40pm.

RECONVENE MEETING/ADJOURNMENT

Supervisor Hotaling called the meeting back to order and asked for a motion to adjourn the Town Board Meeting.

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilman Stanton, the Town Board Meeting was adjourned.

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

Time 8:50pm

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

A Public Hearing was held Tuesday, December 27, 2005, at 6:30pm at Town of Coeymans, Town Hall, 18 Russell Avenue, Ravena, New York.

PRESENT: Ronald K. Hotaling Jr., Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ALSO PRESENT: Diane L. Millious, Town Clerk

Supervisor Hotaling opened the Public Hearing and led the Pledge of Allegiance.

Supervisor Hotaling stated that this was the Public Hearing for the establishment of the 2006 sewer rates and asked that Town Clerk Millious read the following notice.

NOTICE OF PUBLIC HEARING

Please take notice, pursuant to Section 452 of the General Municipal Law, a Public Hearing will be held by the Town Board of the Town of Coeymans at Town Hall, 18 Russell Avenue, Ravena, New York at 6:30pm on Tuesday, December 27, 2005. The Public Hearing will be regarding the setting of the Sewer Rates.

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

SUPERVISOR'S OPENING COMMENTS

Supervisor Hotaling stated that he would make a brief opening statement about the sewer rates that are proposed and the manner in which they were calculated and added that he would then open it up for public comment. He continued by saying that as mentioned by Town Clerk Millious, Section 452 of the General Municipal Law provides for a Public Hearing on sewer rates before they are voted on and imposed by the Town Board. He added that in the past year they switched to a unit based Sewer Billing whereby the parcel was one unit worth \$45.00 and each single residence would be three units at \$45.00 per unit, totaling \$135.00, making the total bill \$180.00 for a single residence. He

continued by saying that they have struggled with the Sewer District within the last several years and there have been some fiscal problems and the successes that they have had in other areas of town government have been modestly felt in the Sewer District and they still have a ways to go because the Sewer District has an enormous amount of debt. He added that the Town Board has had to undertake more debt because of the moratorium that was placed on the Town by the Department of Environmental Conservation in 2001, which in turn has required sewer upgrades in order to accommodate the increased usage that has been prevalent since the Sewer District was formed in the 60's, which has taxed the ability to adequately process the wastewater and as a result the Town remains under the moratorium. He continued by saying that the previous Town Board as well as the current Board have been successful in getting relaxations in the moratorium to permit some hook-ups after they demonstrated their ability to convince DEC that they have removed an equal amount of inflow and infiltration into the system that would offset any additional users. He added that DEC has been reasonable with the Town but the upgrade needs to be done and within the last several months they have awarded a bid of approximately \$900,000 to Jett Industries in order to provide a new clarifier in addition to making upgrades that will help process more efficiently the wastewater that travels into the plant. He continued by saying that it is a costly venture and they already had debt of approximately \$250,000 that they have been paying off on an annual basis and in trying to balance the debt against the operation and maintenance costs and in looking forward into the future to provide an opportunity for growth, it has been a difficult challenge trying to balance the appropriate cost associated with it onto a comparatively small number of users as it relates to their counterparts in the Village because there are approximately 300 users in the Town and 1500 in the Village. He added that currently the split for operation and maintenance is 65% Village and 35 % Town and in debt service it is a 50-50 split and the percents for 300 users compared to 1500 users weighs heavily on the 300 users and they kept this in mind in trying to get a fair and balanced approach for the sewer rates. He continued by saying that there have been some slight adjustments as compared to the 2005 rates because they have been advised that legally they have to break out sewer bond from operations and maintenance and to do that they calculated what the debt service requirements are and applied it to the 300 users in the Town and for debt service in 2006 each parcel of land, whether vacant or occupied will be billed at the rate of \$62.00 for each billing cycle for debt service, which would be a total of \$124.00 per year. He went on to say that the operation and maintenance cost, which will be a separate charge will require that depending on the number of residence for each parcel, each residence will be billed at the rate of \$138.00 for each billing cycle for a total of \$276.00 on an annual basis, which combined with the debt service is a total of \$200.00 for a single unit residence, an increase of \$20.00 per billing cycle or \$40.00 per year. He concluded by saying that this is the Town Board's effort to hold down escalating debt costs and apply them fairly across the board while maintaining a viable Sewer District so that the improvements can get done and then they can

plan a successful road for the development and improvement that they can foresee in the near future.

Supervisor Hotaling asked if any other Town Board member wished to add to his comments.

Councilman Conrad stated that they should address the reason for the increase in the bond service.

Supervisor Hotaling stated that the debt service for the sewer stands at approximately \$250,000 and the project that has been ongoing for upgrades approaches 1 million dollars and in order to accommodate the project, in October the Town took out a Bond Anticipation Note in addition to rolling previous BAN'S into it and several components of the BAN were paid off but the remaining component, which was new borrowing in the amount of \$500,000 borrowing in order to get the upgrade project off the ground and this amount will have interest attached to it in 2006 in the amount of \$24,000. He added that the \$24,000 coupled with the \$43,000 of other debt that the Sewer District has from its previous \$250,000 debt that has accrued over the past years, provides for the increase from what was \$45.00 to \$62.00 for debt service in 2006 for each billing cycle.

Supervisor Hotaling asked if there were any further Town Board comments, hearing none he invited public comment and asked that anyone wishing to make comment should step up to the microphone and state their name and make comment with respect to the proposed sewer rates or anything related to the Sewer District.

PUBLIC COMMENT

Mr. Bill Bruno stated that he was a resident of the Town of Coeymans and continued by thanking the Town Board for explaining everything. He added that he understands where the Town is going and how the rates were derived and his only question is why the Town elected to increase the size of the plant.

Supervisor Hotaling stated that the Town is being told by DEC that the reason for the upgrades is not to increase the capacity of the plant but rather to properly process the waste that there currently is in addition to handling the high flows that have been experienced because of the I&I during heavy rain when the gallons can exceed 2 million gallons and it is designed for 820,000. He added that DEC gets very concerned when this happens because the waste is not treated properly and ends up in the Hudson River and the moratorium that was placed by DEC forces the Town and Village into focusing on the I&I problems by saying that nothing else can be hooked in until the I&I problem is fixed and the

plant capacity is stabilized at 820,000 gallons. He continued by saying that the new clarifier will guarantee that the process will be much better and more efficient and the Hudson River will not be intruded with bad water.

Mr. Bruno inquired about Supervisor Hotaling stating that there is in excess of 2 million gallons in a rain event and the sewer plant's ability to handle this.

Supervisor Hotaling stated that the goal is for the I&I to be taken care of and they will be able to handle the flow. He added that DEC has not stated that the plant will be able to handle more; the Town as well as the engineers believes that it will be able to handle 200,000 more on an average basis. He continued by saying that on a regular day they do not even approach 820,000 and there will be an increased capacity in addition to if they continue working on the I&I problem, DEC will lift the moratorium and allow the Town to expand in areas where they would like to expand.

Mr. Bruno stated that it sounds like the Town has agreed that it is using 35% of the capacity.

Supervisor Hotaling stated that the Town is paying 35% but if you look at the numbers of 300 town users vs. 1500 village users it is 1/6th or approximately 16%.

Mr. Bruno stated that the moratorium could have stayed in place because the town is nowhere half of the plant's capacity and is paying for the upgrade. He added that during a rain event collectively everyone is responsible but it seems that there should be no growth or it should be parceled off. He continued by saying that the Town needs to do one of two things, change the way everyone is billed or grow to district.

Supervisor Hotaling stated that a few meetings ago he announced sending a letter to the Village stating that as the responsible person to the Sewer District there will be no more hookups and since that time to his knowledge there have not been any. He added that the letter got both sides thinking about what they need to do and they have collectively agreed to sit down shortly after the first of the year in a Sewer Commission level consisting of himself, Councilman Conrad, Mayor Bruno, Trustee Wade and he believes Tom Dolan and they will start to crunch some numbers. He continued by saying that Mr. Conrad has taken the lead on this over the past couple of years and he has been collecting data and now they are entering into negotiations with a strong case for either reducing the Town's contribution or understanding that if they are going to expand they have to relay the cost differently.

Mr. Bruno interjected that expansion is a good thing, whether it is in the Village or Town and it is a good thing to go in that direction but it seems that the Town should not be paying more than what is fair.

Supervisor Hotaling stated that this is the goal and they want to do it reasonably and they believe that they are going to be able to accomplish it.

Mr. Bruno thanked the Town Board.

Councilman Conrad stated that he wanted to clarify a couple of things and continued by saying that in talking about users or units of the Village vs. the Town, it is 445 units for all of the parcels in the Sewer District for the Town itself and with respect to that this is how it compares relatively to approximately 1500 users in the Village. He continued by saying that the Village has 1147 total parcels and in actual users there are 949 and added that he wanted to keep the numbers straight. He went on to say that there are two components with the Contract that they share with the Village, the Capital Bonding Debt is shared at different rates and there is an older Serial Bond that the Town shares 46.2% and newer ones are shared at 50%. He added that this is his concern because the Coeymans Hamlet Sewer District has not had any growth to speak of and is limited because one of the portions of the District has to flow through the Village, which has had problems with the VanHoesen Street overflows and the Town has not been allowed to develop on the upper end to flow through the Village until this has been taken care of.

Mr. Bruno interjected that a debt is a debt, but going forward maybe the Town should bill by the user for the District for the actual sewer plant and if there are 1800 users it would be divided by this amount and each municipality could take care of their own system and this would be a fair and equitable way to pay for the cost of running the plant. He continued by saying that if each user pays the same amount, if they wanted to expand it would not affect one user greater than the other and in the end this would be a more equitable way to do it. He again thanked the Town Board.

Supervisor Hotaling thanked Mr. Bruno and continued by asking if there were any other members of the public wishing to make comment. Hearing none he added that if no one else desired to speak he would ask for a motion to close the Public Hearing.

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad to close the Public Hearing.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Time: 6:62PM

***Respectfully Submitted,
Diane L. Millious
Town Clerk***

APPROVED:

A Workshop Meeting was held Tuesday, December 20, 2005, at 6:00 PM at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling, Jr., Supervisor
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ABSENT: Frank Stanton, Councilman
Dawn Rogers, Councilwoman

ALSO PRESENT: Scott Giroux, Chief of Police

AGENDA ITEMS

- Communications Upgrades
- Part-Time Police Candidates
- Waste Hauler Permits, Sludge Hauling Contract
- Zoning Board of Appeals & Planning Board Vacancies
- Meeting with Zoning Board of Appeals & Planning Board
- Veterans Organizations and Their Stipends

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the Workshop.

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilman Conrad, the Workshop Meeting was adjourned.

VOTE – AYES 3 – NAYS 0 – ABSENT 2 (Stanton, Rogers) SO MOVED

Time: 8:15pm

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk

**A Regular Town Board Meeting was held Monday, December 12, 2005, at 7:00 PM
at Town Hall, 18 Russell Avenue, Ravena, New York**

PRESENT: Ronald K. Hotaling, Jr., Supervisor
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman

ABSENT: Frank Stanton, Councilman
Laverne Conrad, Councilman

ALSO PRESENT: Diane Millious, Town Clerk
Joseph Rotello, Town Attorney
Scott Giroux, Chief of Police

Supervisor Hotaling opened the meeting and led the Pledge of Allegiance

SUPERVISOR'S OPENING COMMENTS

Supervisor Hotaling stated that the record should reflect that there are two members of the Town Board absent, Councilman Conrad and Stanton in addition to Town Clerk Millious, Town Attorney Rotello, and Chief Giroux being present. He continued by giving an overview of the agenda.

OVERVIEW OF AGENDA

- Public Comment Period
- Approval of Minutes
 - Town Board Workshop, November 1, 2005
 - Public Hearing, November 4, 2005
 - Town Board Meeting, November 14, 2005
 - Town Board Workshop, November 15, 2005
 - Town Board Meeting, November 28, 2005
- Old Business
- New Business
 - Petition for Speed Reduction on Alcove Road
 - Resignation of Planning Board Member (Boehm)
 - Resignation of Bookkeeper (Foss)
 - Code Violation Issue
 - Establish Date for Sewer Rate Public Hearing

- Pre-Registration for Association of Towns Annual Meeting
- Resolutions
 - Accept Tricky Cul-De-Sac as Town Road
- Correspondence
 - Albany County Department of Public Works – Roads
 - Clough Harbour & Associates – Old Ravenna Road Project
 - Albany County Office of the Executive – HAVA Act
- Town Board Workshops/Meetings
 - Town Board Workshop, December 20, 2005, 7:00pm
 - Town Board Meeting, December 27, 2005, 7:00pm
 - Swearing In, December 31, 2005, 9:00am
 - Town Board Organizational Meeting, January 1, 2005

PUBLIC COMMENT

Supervisor Hotaling invited the public to comment at this time.

Ms. Wanda Whitney stated that she is a resident of 18 Central Avenue and lives with her husband and grandson. She continued by saying that she was going to present a letter to the Town Board in addition to the Village Board asking that they give consideration to passing a resolution stating that her and her husband are Gold Star Parents for a reduction in their taxes.

Supervisor Hotaling stated that he would be happy to receive the letter and added that he does not know how many are similarly located in the Town of Coeymans. He continued by saying that it warrants consideration of the Town Board and they will see what they can do to assist them in that regard given the loss that their family has suffered. He added that he believes that Mayor Bruno and his colleagues will look forward to receiving it as well and continued by saying that he would ask that Sole Assessor VanValkenburg to recommend to the Town Board the manner in which they should follow in order to be able to enact it. He concluded by saying that he believes that it would be a Local Law and if this is the case Town Attorney Rotello will also be involved and continued by saying that they will act on her request.

Supervisor Hotaling asked if there were any additional comments, hearing none he added that the Assessor wanted him to advise everyone that the data collection will be commencing very shortly for the verification of the inventory information on properties in the Town of Coeymans. He added that this is the preliminary information for the Assessor to have to work with a reevaluation contractor that will be employed in the up-coming months. He concluded by saying that there should not be a need for the data collector to enter the home

unless there is a significant discrepancy with respect to the data that is on the current inventory card.

Chief Giroux interjected that those involved in the data collection can be identified by an identification card that will be issued by the Police Department.

APPROVAL OF MINUTES

Supervisor Hotaling stated that in light of the fact that there were two Town Board members absent, he would turn it over to Councilwoman Chmielewski for comment.

Councilwoman Chmielewski stated that she believes that the minutes should be tabled.

Councilwoman Rogers stated that she agrees.

Supervisor Hotaling stated that the minutes would be tabled until the next Town Board Meeting on December 27, 2005.

OLD BUSINESS

None at this time.

NEW BUSINESS

Petition for Speed Reduction on Alcove Road

Supervisor Hotaling stated that he was in receipt of a petition for a speed reduction of Alcove Road and it bears the signature of approximately 25 individuals of the area. He continued by reading the following from the petition: "We the people of Alcove Road, located in Coeymans Hollow NY, would like the speed reduced from County Route 111 (beginning at the Alcove Store) to the Greene County Town line. We would like to see the speed reduced to 35 mph. Currently it is not a legally posted road, therefore the assumed speed is 55 mph.

Supervisor Hotaling continued by saying that there is a process that they have to follow and typically the first thing that he would like to do is forward the petition to the Superintendent of Highways and have him assess the request along with the area that the request is made for. He added that in turn the Highway

Superintendent can make a recommendation to the Town Board and it will then be forwarded to the Commissioner of Public Works in the County Highway Department, Mike Franchini, who will provide some data study, which will be forwarded to the Department of Transportation for a review and determination.

Councilwoman Chmielewski interjected that there are several roads currently being reviewed.

Supervisor Hotaling stated that there are and on November 18, 2005 he sent out a reminder to Mr. Franchini asking for an update on three outstanding issues, Old Ravena Road speed limit reduction request, Lindskoog Road speed limit reduction request and the northbound sight problem on Blodgett Road, CR 103. He added that in response to that in a correspondence dated December 5, 2005, Mr. Franchini had stated in the letter the following "Your July 8, 2005 Old Ravena Road speed limit reduction request was forwarded to the NYS Department of Transportation Acting Regional Traffic Engineer, Mark Kennedy on July 18, 2005. We have not received a copy of his response. Your August 30, 2005 Lindskoog Road speed limit reduction request was forwarded to Mark Kennedy on September 1, 2005. We have not received a copy of his response yet. We installed a "School Bus Stop Ahead" sign on October 21, 2005, which addressed the issue raised in Chief Giroux's letter of September 23, 2005."

Supervisor Hotaling asked that Chief Giroux summarize the need for the sign.

Chief Giroux stated that the problem was pointed out by a local resident who has school age children and she believed that there was a problem where the bus has to stop to pick the children up in that the northbound traffic had a difficult time seeing the bus in time to stop safely. He continued by saying that she made a request to have it reviewed and in turn he evaluated the situation and agreed with the resident and he then recommended that a sign be erected. He concluded by saying that the County put up a sign in a timely manner and he believes that this is all that is going to be done.

Councilwoman Rogers asked Chief Giroux if he had gotten any feedback from the residents about the sign.

Chief Giroux stated that he had spoken with the residents and there were not any problems. He continued by saying that he placed a patrol car in the area and the officer reported that cars were in compliance with the speed limit but concurred with the residents assessment that there was a problem with a bus stopping.

Supervisor Hotaling stated that the County did respond in a timely manner but they have not received a timely response on the other two issues and for those that are interested in the Alcove Road reduction of speed should be mindful of the fact that it is a process that can take several months.

Town Attorney Rotello interjected that anyone can contact the local Assemblyman and Senator about the proposed legislation amending Town Law to give the municipality the discretion to set speed limits like a Village and City can do.

Supervisor Hotaling stated that it is his understanding that currently for towns of 10,000 or more this can be done and the Town of Coeymans falls short with a population of 8,200 and as result they do not have the opportunity to do this. He added that in turn they have to get the Association of Towns to prevail on the State Legislature to give them the authority to do this and anyone that wants to give the authority to the local government to do this should petition their legislator and ask for passage of this Association of Towns sponsored law.

Resignation of Planning Board Member

Supervisor Hotaling stated that he was in receipt of a copy of a letter of resignation of a Planning Board Member, who as a result of the most recent General Election was elected to a position on the Town Board. He added that the letter was addressed to Peter Foronda, Chairman of the Planning Board and continued by reading the following:

December 5, 2005

Peter Foronda, Chair
Town of Coeymans Planning Board
18 Russell Avenue
Ravena, NY 12143

Effective December 31, 2005, I will resign my position as a member of the Town of Coeymans Planning Board. My tenure with the Planning Board has provided a valuable experience that I'm sure will help me as a new member of the Coeymans Town Council.

I look forward to working with you and the entire Board in the near future.

Sincerely,

Thomas Boehm

Supervisor Hotaling asked for a motion to accept the resignation.

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, accepting the position of Thomas Boehm, Planning Board member.

VOTE – AYES 3 – NAYS 0 – ABSENT 2 (Stanton & Conrad)

Councilwoman Chmielewski added that she welcomes Mr. Boehm and looks forward to working with him and added that his term with the Planning Board was to expire on 12-31-05 anyway.

Discussion ensued regarding his term expiration date and whose term he was completing.

Councilwoman Rogers welcomed Mr. Boehm to the Town Board

Resignation of Bookkeeper

Supervisor Hotaling stated that the bookkeeper was a very important part of the team taking office in 2004 and Ms. Foss tackled the task of bookkeeper in the Supervisor's Office and applied her skills in assisting them in getting back on path that is leading them to a better and brighter future within the town. He added that it is with regret that he will be reading the letter and asking for a motion to accept the resignation and continued by reading the following:

December 8, 2005

Ronald K. Hotaling, Jr., Supervisor
Town Board
Town of Coeymans
18 Russell Avenue
Ravena, NY 12143

Dear Ron and Town Board:

It has been my pleasure to work for the Town of Coeymans for the past two years, but it is now time to move onto new chapters in my life. I am herewith resigning my position as bookkeeper effective December 31, 2005.

Wishing all a happy and healthy New Year.

Lillian A. Foss

Supervisor Hotaling asked for a motion to accept the resignation.

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, accepting the resignation.

VOTE – AYES 3 – NAYS 0 – ABSENT 2 (Stanton & Conrad)

Councilwoman Rogers stated that she wishes her the best.

Councilwoman Chmielewski stated that it is with regret that she accepts the resignation and Lillian had worked for the Town of Coeymans for many years in the past. She added that she has done a great job in straightening the records out and she will be missed a lot.

Code Violation – Main Street

Supervisor Hotaling stated that he was in receipt of a letter dated December 7, 2005 informing the Town Board of an unresolved code violation issue located at 90 Main Street in the Hamlet of Coeymans, which goes on to site the complaints that were received. He continued by saying that inspections occurred and in turn a letter was sent to the property owner giving the owner adequate time to correct the violations and to date there has not been any response. He added that the Building Department is requesting that the Town Board authorize the cleanup to rectify the code violations and in turn back bill the property owner. He continued by saying that he had discussed it with Town Attorney Rotello who in turn suggested that it be forwarded to Mr. Andrew Brick, Attorney for the Planning Board. He concluded by asking for the Town Board's permission to forward it to Mr. Andrew Brick asking that it be reviewed in an expeditious manner and in turn opinions and recommendations should be forwarded back to the Town Board.

Town Attorney agreed with the process.

Establish Date for Sewer Public Hearing

Supervisor Hotaling stated that there is a need to establish sewer rates for 2005 and in order to do this they are required to conduct a Public Hearing. He continued by asking for identification of a date and time for the Public Hearing and added that it is his recommendation that the Town Board consider a motion to set the Public Hearing for establishment of the 2006 sewer rates for 6:30pm on December 27, 2005, which will be 30 minutes prior to the Town Board Meeting.

MOTION

On motion of Councilwoman Rogers, seconded by Councilwoman Rogers, authorizing December 27, 2005 at 6:30pm as the date and time for the Public Hearing setting the 2006 sewer rates.

VOTE – AYES 3 – NAYS 0 – ABSENT 2 (Stanton & Conrad)

Supervisor Hotaling asked that Mr. Price make provisions for broadcasting a ½ hour earlier at 6:30 on that evening.

Pre-Registration for Association of Towns Annual Meeting

Supervisor Hotaling stated that there are registration forms for the Annual Association of Towns Meeting in New York City on February 19-22, 2006 and in order to take advantage of the reduced registration rate the Town can pre-register for \$100.00 as opposed to registering on site. He continued by asking the Town Board to grant him authority to pre-register and asked for a motion to do so.

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, authorizing Supervisor Hotaling to pre-register for the Annual Association of Towns Meeting in New York City at a rate of \$100.00.

VOTE – AYES 3 – NAYS 0 – ABSENT 2 (Stanton & Conrad)

RESOLUTIONS

Supervisor Hotaling stated that the resolution is a result of Mr. Donald Trickey’s appearance at the last meeting asking for a date when the road and cul-de-sac (the former entrance to his property) was going to be accepted by the Town Board and Highway Superintendent. He added that Highway Superintendent Deering has indicated the willingness to accept the road and as a result there is a resolution with supporting documentation.

RES. #124-05 ACCEPT THE GRANT OF EASEMENT ON BEHALF OF THE COEYMANS SEWER AND WATER SUPPLY DISTRICTS

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, the following resolution was APPROVED - VOTE – AYES 3 – NAYS 0 – ABSENT 2 (Stanton & Conrad)

WHEREAS, upon the Deed of Dedication and Grant of Easements of Donald Trickey, to be delivered to the Town of Coeymans, dedicating and releasing the necessary lands to the Town of Coeymans for a town road and cul-de-sac to extend from Riverview Drive together with the granting of certain water and sewer easements in the Town of Coeymans, Albany county, New York as more particularly set forth in the descriptions which are attached hereto and made part of,

NOW, THEREFORE, BE IT RESOLVED, that in accordance with the provisions of Section 171 of the Highway Law of the State of New York, consent is given that the Highway Superintendent of the Town of Coeymans make an order laying out the aforesaid town highway, the town highway to consist of the lands described herein, and

BE IT FURTHER RESOLVED, that the Town Board does hereby accept the Grant of Easements on behalf of the Coeymans Sewer and Water Supply Districts, consistent of the lands described herein, and

IT IS FURTHER RESOLVED, that the Town Clerk record the Deed of Dedication and easements in the Albany County Clerk's Office.

Town Attorney Rotello stated that Mr. Trickey is going to provide him with the paperwork that he needs to prepare the documents.

Supervisor Hotaling asked that he discuss the filing fees with Mr. Trickey and then he in turn can work with Town Clerk Millious in filing the deed.

Councilwoman Chmielewski questioned if it is up to Town Clerk Millious to file the deed.

Town Attorney Rotello stated that it is up to the Town Clerk to see that it gets filed and any deed that the Town receives is given to the Town Clerk as the record keeper for the Town.

Supervisor Hotaling thanked Mr. Trickey.

Mr. Trickey in turn thanked the Town Board.

CORRESPONDENCE

Albany County Department of Public Works – Status of Town Road Requests for Change

Supervisor Hotaling stated that this was discussed earlier in the meeting along with the discussion for the petition to reduce the speed limit on Alcove Road.

Clough Harbour & Associates – Old Ravena Road Project

Supervisor Hotaling stated that he was in receipt of a copy of correspondence dated December 5, 2005 from Anthony Papile, P.E. addressed to Mr. Vic Pulsifer, Bridge Evaluation Engineer, NYSDOT Region I. He added that it reports an inspection of the North Bridge on Old Ravena Road in the Town of Coeymans and it also indicates that he along with his firm have reviewed the conditions described in the report. He continued by reading the following “we have reviewed the condition described in the report for the referenced Yellow Structural Flag and it is our recommendation that the flag be removed without the need for any further action”. He added that the yellow flag indicated a deteriorating condition and it was a precautionary flag. He continued by giving some specifications of

the flagged condition and the improvements that were done to make the North Bridge capable of carrying the traffic while the South Bridge was taken down and reconstructed, resulting in the yellow flag being taken down. He concluded by saying that they are awaiting the decision of the NYSDOT and it may take some time but the project is continuing with the replacement of the North Bridge, which they anticipate in the Spring of 2006.

Albany County Office of the Executive – HAVA Act

Supervisor Hotaling stated that he was in receipt of a letter dated December 6, 2005 addressing the concerns relative to the \$45,000.00 cost associated with elections for next year. He added that the letter attempts to explain the charge backs for election services pursuant to the Help America Vote Act (HAVA) in addition to enclosing the Implementation Plan prepared by the Albany County Board of Elections detailing the estimated amount proposed, which will include the introduction of a new voting systems, storage and maintenance of the systems and the staffing required. He continued by saying that he still does not know if it is an annual charge and the question still exists and they need to know why in the past it has cost between \$12,000 to \$13,000 and now it will cost \$45,000 to run the same elections. He concluded by saying that the letter does not seem to address the concerns completely.

Councilwoman Rogers inquired about the County takeover and the possibility of people that have worked the elections for years for the Town to no longer be needed.

Councilwoman Chmielewski stated that she believes that the Town residents will still be needed for the elections. She then asked Town Clerk Millious if there has been any contact with Board of Elections regarding this.

Town Clerk Millious stated that there has not and added that there was suppose to be a Town Clerk's Meeting this past Friday but it was postponed because of the storm.

Councilwoman Chmielewski reiterated that she believes that the Town will still utilize their own inspectors and clerks. She added that she read an article stating that each Town will be required to pay the same amount to the inspectors and clerks.

Supervisor Hotaling stated that by reading the Implementation Plan he still does not know if they anticipate each Town using its own residents. He added that there are still many unanswered questions and they need to stay on top of this.

Councilwoman Chmielewski interjected that the County would not be able to provide the entire work force and they would have to go to the municipalities for help.

TOWN BOARD WORKSHOPS/MEETINGS

- Town Board Workshop – December 20, 2005, 7pm
- Public Hearing – December 27, 2005, 6:30pm – Set Sewer Rates
- Town Board Meeting – December 27, 2005, 7pm
- Swearing In of Newly Elected Officials – December 31, 2005 9am
- Town Board Organizational Meeting – January 1, 2006, 1pm (tentative)

ADDITIONAL COMMENTS

Supervisor Hotaling asked if there were any additional comments.

Town Attorney Rotello stated that he was in receipt of correspondence from Town Clerk Millious regarding Shared Highway Services.

Supervisor Hotaling stated that prior shared highway services should have been premised by contracts.

Town Attorney Rotello stated that they are taking it a step further in including labor in the contracts in addition to an exchange of equipment.

Supervisor Hotaling asked that Town Attorney Rotello look into this and added that he believed that there was an article in the Town Topics magazine regarding shared services. He added that if they are going to do this, they will need to do a resolution to be a recipient of the shared services.

Town Attorney Rotello stated that the Town of New Scotland, by resolution, authorized their attorney to meet with the other town attorneys to negotiate the terms of the contract and he would be happy to find out what the other towns are doing.

Councilwoman Chmielewski asked about the necessity of having a contract before services could be shared.

Town Attorney Rotello stated that he believes they are trying to broaden the scope of the sharing of services so that it takes into consideration the duplication of each town possibly buying the same equipment and in sharing this could be avoided. He added that the contract discusses everything and it is not exclusive to equipment.

Councilwoman Chmielewski stated that this has been done for years without a contract.

Town Attorney Rotello stated that it would be prudent to cover everyone all the way around.

Supervisor Hotaling stated that the Comptroller may have some issues relative to the redeployment of staff and equipment to work in an area which is not supported by municipal tax dollars.

Town Attorney Rotello stated that it would be an Intermunicipal Agreement to share services and it would avoid the duplication in the purchasing of equipment.

Supervisor Hotaling asked that Town Attorney Rotello take whatever steps necessary to join in the Shared Services Contract.

Town Attorney Rotello stated that as a follow-up to the sewer easement they might want to put it on the record authorizing the Supervisor to enter into an Interim Agreement and remit the fee.

Supervisor Hotaling stated that an easement for the discharge of the treated wastewater from the Waste Water Treatment Plant back into the river is required and the 25 year easement that was given in 1970 expired in 1995. He added that his predecessor received notification from the State of the expiration in 2003, which was still 8 years after the expiration and it has been since early 2004 that they have been working on it with the State. He concluded by saying that they have gotten the process and application completed to the State's satisfaction and they are willing to grant another 25 year easement retroactive to 1995 but they wanted a \$374.00 fee.

Town Attorney Rotello stated that the fee was the rental, which calculates to 90 feet at \$16.64 per lineal foot plus a 25% municipal discount and then rounded to \$374.00 even.

Supervisor Hotaling asked for the Town Board's permission to execute the agreement in addition to authorizing payment in that amount.

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, authorizing Supervisor Hotaling to execute the agreement and pay the associated fee.

VOTE – AYES 3 – NAYS 0 – ABSENT 2 (Stanton & Conrad)

Supervisor Hotaling thanked Town Attorney Rotello for bringing this up and asked if there were any additional comments, hearing none he asked for a motion to adjourn the meeting.

ADJOURNMENT

MOTION

On motion of Councilwoman Chmielewski, seconded by Councilwoman Rogers, the Town Board Meeting was adjourned.

VOTE – AYES 3 – NAYS 0 – ABSENT 2 (Stanton & Conrad)

Time: 8:50pm

Respectfully Submitted

APPROVED:

Diane L. Millious, Town Clerk

A Town Board Meeting was held Tuesday, December 27, 2005, at 7:00pm at Town Hall, 18 Russell Avenue, Ravena, New York

PRESENT: Ronald K. Hotaling, Jr., Supervisor
Frank D. Stanton, Councilman
Dawn Rogers, Councilwoman
Nita J. Chmielewski, Councilwoman
Laverne Conrad, Councilman

ALSO PRESENT: Diane L. Millious, Town Clerk
Scott Giroux, Chief of Police
Albert Deering, Highway Superintendent (arrived late)

Supervisor opened the meeting and led the Pledge of Allegiance.

SUPERVISOR'S OPENING COMMENT

Supervisor Hotaling stated that the record should reflect that there is a full Town Board present in addition to Town Clerk Millious and Chief Giroux. He continued by giving an overview of the agenda.

OVERVIEW OF AGENDA

- Public Comment Period
- Approval of Minutes of Meetings
 - Town Board Workshop – November 1, 2005
 - Public Hearing – November 4, 2005
 - Town Board Meeting – November 14, 2005
 - Town Board Workshop – November 15, 2005
 - Town Board Meeting – November 28, 2005
 - Town Board Meeting – December 12, 2005
- Supervisor Report – November 2005
 - Family Self-Sufficiency Section 8 Program
- Department Report Review
 - Police Department – November 2005
 - Town Clerk – November 2005
- Old Business Update and Discussion
 - DEC – Household Hazardous Waste State Assistance Program
 - DOT – Speed Limit Reduction –Lindskoog Road
 - DOT – Speed Limit Reduction – Old Ravena Road
- New Business Topics for Discussion and/or Action
 - Resignation of Full Time Police Officer (Harvey)

- Approval of Bid on Carpeting for Town Offices
- Resolutions
 - Easement Agreement for Old Ravena Road Project
 - Appointment of Bookkeeper
 - Appointment of Part Time Police Officers
 - Appointment of Part Time Police VOR Police Officers as TOC Police Officers
 - Establish Sewer Rates for 2006
 - Transfer of Funds
 - Resolution Correction
 - Approval of Abstract – December 2005
- Correspondence
 - NYS Thruway Authority
 - Toastmaster's Club – Laura Van Valkenburg
- Town Board Workshops/Meetings
 - Swearing In Ceremony –December 31, 2005 – 10:00 AM
 - Organizational Meeting – January 1, 2006 – 1:00 PM
 - Town Board Workshop – January 17, 2006 – 6:00PM

PUBLIC COMMENT

Supervisor Hotaling invited members of the public to make comment at this time, hearing none he moved to the next agenda item.

APPROVAL OF MINUTES

Supervisor Hotaling stated that there were 6 sets of Minutes for Town Board approval and asked if the Town Board wished to approve them collectively or individually.

Councilman Conrad stated that he would like to make a motion to accept all but the 12-12-05 Minutes.

MOTION

On motion of Councilman Conrad, seconded by Councilman Stanton, the 11-01-05 Town Board Workshop, 11-04-05 Public Hearing, 11-14-05 Town Board Meeting, 11-15-05 Town Board Workshop, 11-28-05 Town Board Meeting were approved as read and the 12-12-05 Town Board Meeting were tabled.

VOTE – AYES 5 – NAYS 0 –SO MOVED

Supervisor Hotaling stated that some minor changes in dates needed to be made on page 8 of the 12-12-05 Town Board Meeting minutes.

SUPERVISOR'S REPORT – NOVEMBER 2005

FUND	BAL. FWD.	RECEIPTS	DISBURSE.	BALANCE
GENERAL	\$315,102.27	\$535,317.37	\$ (213,099.33)	\$ 637,320.31
PART-TOWN	\$267,760.75	\$ 1,589.50	\$ (30,627.60)	\$ 238,722.65
SPEC.WATER	\$ 99,878.64	\$ 4,684.40	\$ (70,318.83)	\$ 34,244.21
TRUST & AGCY.	\$ 561.91	-0-	-0-	\$ 561.91
HIGHWAY	\$385,932.59	\$ 2,218.52	\$ (41,937.77)	\$ 346,213.34
SEWER & SEWER CAPITAL PROJECT	\$172,936.11	\$ 49,632.01	\$ (31,013.00)	\$ 188,555.12
			Total Rec. Bal.	\$1,445,617.54

**CD - CITIZENS BANK
90 DAYS**

D FUND

**CD - FIRST NIAGARA BANK
30 DAYS**

A FUND

\$50

-
-
-
SAVINGS ACCOUNTS

SECT

UNEMPLOYMENT \$ 3,099.79
 GROVE CEMETERY \$ 55,354.16
 SEWER-DEDICATED \$ 6,100.86

OC
 HUD PAY
 ADMIN. F

TOTAL \$ 64,554.81

TENANT H

**COLLATERAL
COVERAGE**

FDIC COV

**NATIONAL BANK OF
COXSACKIE**

\$100,000.00

\$1,586

Supervisor Hotaling asked for a motion to approve the Supervisor's Report.

MOTION

On motion of Councilman Stanton, seconded by Councilwoman Rogers, the Supervisor's Report for November 2005 was accepted as read.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Supervisor Hotaling added that he also has an end of the year report for the Town of Coeymans Family Self-Sufficiency Program. He added that there are currently 24 families participating in the Program, of which 18 families have escrow accounts. He continued by saying that it is a viable program and the year started with 23 participants and is ending with 24. He concluded by saying that it is a program designed to take new participants in and get them on the road to recovery, get them escrow accounts to start paying some of their bills and save for some better housing, which has been very successful in the two years that he has been involved with it.

DEPARTMENT REPORT REVIEW

Police Department Monthly Report – November 2005

Supervisor Hotaling asked that Chief Giroux give his Monthly Report for November 2005.

Chief Giroux continued by giving his report.

Supervisor Hotaling inquired about the patrol car fire over the weekend and the status of the car.

Chief Giroux stated that a patrol car spontaneously burst in flames over the weekend and fortunately the fire was extinguished quickly. He added that it is currently being analyzed to determine the extent of the damage and it appears not to be as bad as he originally thought.

Town Clerk Monthly Report – November 2005

Supervisor Hotaling asked that Town Clerk Millious give a summary of her Monthly Report for November 2005.

Town Clerk Millious continued by giving her report.

Town Clerk Millious added that she received correspondence from Albany County regarding the property taxes and a change that will be on the bill. She continued by reading the following:

NOTICE TO ALL PROPERTY TAXPAYERS

For the first time, the County portion of the property tax on your bill is broken down into two components: County Purposes and Mandated Medicaid. This breakdown reflects the funding the County needs to raise through property taxes.

County purposes indicates the annual amount the County raises through property taxes to continue daily operations and to provide needed services for Albany County residents.

Mandated Medicaid reflects the annual expense that is passed down by the State and Federal governments to the property taxpayers of Albany County to pay for Medicaid services.

If you have questions regarding the County portion of your tax bill, please contact the Albany County Division of Finance at (518) 447-5566.

Supervisor Hotaling stated that the property tax bill typically has a County portion, Town portion and for some a Fire District tax and this year the County portion, which was previously one amount is now split. He added that last year the County portion had a 29% increase and in turn the County Legislature has decided that they do not want to put out such large increases that looked like their fault so they are breaking out for County purposes, which is the amount raised for the daily operations and necessary services that the County provides. He continued by saying that the largest portion of the County taxes is the mandated Medicaid, which is an expense that is passed down by the State and Federal governments to the property tax payers of Albany County through the Albany County Social Services Department. He concluded by saying that because of this there are now two separate County tax amounts to show the breakdown.

Town Clerk Millious interjected that she wanted to mention that the County rate is less than it was last year.

Supervisor Hotaling thanked Town Clerk Millious.

OLD BUSINESS

DEC – Household Hazardous Waste State Assistance Program

Supervisor Hotaling stated that one item left unresolved for quite some time was the Household Hazardous Waste State Assistance Program. He added that in 2002 the Town Board embarked upon a hazardous waste cleanup, which raised some confusion as to what allegedly it was going to cost in the beginning and ultimately what it ended up costing. He continued by saying that Councilman Stanton organized the project and since that time has labored over the cost that was associated with the program and how it played out for the taxpayers in the Town of Coeymans and through his hard work this has come to fruition. He then asked that Councilman Stanton explain the process.

Councilman Stanton stated that in 2002 the Town of Coeymans had a Hazardous Waste Program and it cost the Town a lot more dollars than it should have because of the large amount of waste that was collected. He continued by saying that through the Division of Solid & Hazardous Material, he applied for funding and was successful in getting a total of \$8,250.00, which was 50% of the cost.

Supervisor Hotaling stated that he also gives kudos to DEC and Mr. Riberiro because it is two years later and because of Councilman Stanton's persistence the application was considered and as a result of this the Town is being reimbursed 50% of the 2002 expenditure.

Councilwoman Rogers interjected that Councilman Stanton did a great job because she was hesitant in agreeing to apply for the funds. She added that she did not believe that this was going to come through. Councilman Stanton stated that he wished it could have been more.

Councilwoman Chmielewski interjected that 50% is great.

Supervisor Hotaling stated that this lets them contemplate doing the Hazardous Waste Day again because now they know that there is support from the State.

Councilman Stanton stated that prior to doing it again you would have to know how much hazardous waste there is.

Councilwoman Rogers asked how often you could do this.

Councilman Stanton stated that you can do it every year but you have to have the paperwork and apply for it a year in advance.

Councilman Conrad stated that the Town of Bethlehem has done it many times and Recycling Coordinator Sharon Fisher has it down to a science.

DOT – Speed Limit Reduction, Lindskoog Road

Supervisor Hotaling stated that he had reported to the public that he had sent a follow-up letter to Mr. Franchini, Commissioner of Albany County Department of Public Works relative to some speed limit reduction requests that Highway Superintendent Deering had made. He added that recently a response was received stating that a speed limit investigation was done on Lindskoog Road and it was determined that a reduction in the speed limit was warranted and a Notice of Order has been written for a 40mph speed limit for its entire length from Route 143 to its dead end, a distance of 2.5 miles. He continued by saying that the Order was sent to Mr. Franchini in addition to it being filed with the Secretary of State, Mr. Franchini was instructed to arrange to have the appropriate speed limit signs installed in accordance with the NYS Manual of Uniform Traffic Control Devices.

Supervisor Hotaling asked Superintendent Deering what the procedure is for installing the signs.

Highway Superintendent Deering stated that DOT marks it out and the Highway Department installs the signs.

Supervisor Hotaling asked if anything has been done to date.

Highway Superintendent Deering stated that he didn't even know about the reduction in speed.

DOT – Speed Limit Reduction, Old Ravena Road

Supervisor Hotaling stated that a similar letter came two days later regarding Old Ravena Road, which also indicated that a speed limit study was done on Old Ravena Road between the southerly intersection with US Rte. 9W and the Town of Bethlehem/Coeymans town line. He added that the letter goes on to say that a speed limit of 45mph was established by DOT in 1997 and based upon the study of the road they believe that the riding surface of the road has deteriorated since the original study and based on this they have determined that a 40mph speed limit is warranted for the section requested and the appropriate Notice of Order was written and is currently being processed with the Secretary of State and Mr. Franchini was instructed to arrange to have the 40mph signs installed in accordance with the NYS Manual of Uniform Traffic Control Devices. He continued by reading the following from the letter, which also addressed Old Ravena Road:

“Included in the information you supplied to us, there was a recommendation by Jim Mearkle that the speed limit at the north end from the trailer park driveway to the town line be reduced to 30mph. While we agree that reduced speeds may be required to negotiate the highway alignment on this short section of highway, posting a reduced

regulatory speed limit for this location is not appropriate. We recommend that the appropriate curve warning signs be installed and have taken the liberty of ballbanking this short section and recommend the following:

- • Northbound on Old Ravena Road, we recommend installation of a W1-7 reverse curve warning sign with a W9-1 25 mph advisory speed panel on the east side approximately 120 feet south of the entrance/exit drive to Meilak's Trailer Park.
- • Southbound on Old Ravena Road, we recommend installation of a W1-7 reverse curve warning sign with a W9-1 30mph advisory speed panel on the west side approximately 200 feet north of the concrete abutment for the bridge over the railroad tracks.

Supervisor Hotaling stated that when the Order comes down Highway Superintendent Deering will be advised and the signs can be installed. He added that there is still a request for speed limit reduction on Alcove Road, which may take some time because it just went in.

Highway Superintendent Deering interjected that it is currently 40mph but the petition is asking for 35mph.

Supervisor Hotaling added that the petitioners thought that it was 55mph.

Councilman Conrad stated that currently there is no speed limit posted out there or signs.

Highway Superintendent Deering stated that there is a speed limit posted and it is 40mph.

Councilman Conrad asked if there was approval for 40mph.

Highway Superintendent Deering stated that there was.

Councilman Stanton interjected that there are currently no signs for a 40mph speed.

Highway Superintendent Deering stated that there were signs.

Councilman Conrad asked if there was approval from the County and State.

Highway Superintendent Deering stated that there was approval from DOT for 40mph.

Supervisor Hotaling stated that they needed to identify the areas where signage was at one time and reinstall them.

Councilman Conrad added that he had checked and he was told that there was not an applicable speed limit on Alcove Road.

Chief of Police Giroux stated that it may have happened but it did not get put in any Local Codes but if it was authorized by the State it doesn't have to be done at the local level.

Councilman Conrad stated that the Police Department needs to have a copy of what roads are posted because no one was aware of the fact that there was a 40mph speed limit.

Councilman Stanton interjected that residents that have spoken to him have believed that it was 55mph.

Councilman Conrad stated that Mr. Williams had mentioned that there were 40mph speed limit signs at one time but they had disappeared and he was not sure if it was done properly. He added that Mr. Williams wanted to know what he should do to have it reduced and he advised Mr. Williams to get together a petition circulating. He concluded by saying that they should get a list from the County as to what roads are posted because there may be others that they are not aware of.

Highway Superintendent Deering interjected that he has a list.
Councilman Conrad asked that he give a copy to the Town Board.

Supervisor Hotaling stated that they will work with Mr. Franchini to identify where the 40mph speed limits should be posted and then have the signs replaced and once that is done Highway Superintendent Deering should notify Chief Giroux, who in turn can emphasize a couple of patrols in that area to address the resident's concerns relative to speeding.

Chief Giroux asked that Highway Superintendent Deering supply him with a copy of the posted roads as well.

Councilman Stanton stated that he had received another complaint about speed on Copeland Hill Road and inquired as to what the speed limit is on that road.

Highway Superintendent Deering stated that he believes that it is 55mph.

Chief Giroux interjected that it is a county road.

NEW BUSINESS

Resignation of Full-Time Police Officer

Supervisor Hotaling stated that he was in receipt of a copy of a memo sent to Chief Giroux relative to the resignation of a full-time Police Officer. He continued by reading the following:

To: Chief Giroux
From: PO Richard Harvey #131
Date: 12-13-05
Subject: Full Time Resignation

Chief:

I have accepted a full-time appointment with the Saratoga Sheriff's Department.

Please be advised my last day of service to the Town of Coeymans Police Department in a full-time capacity will be Sunday, January 8, 2006.

The Sheriff has indicated to me that he has no problem with my continued part-time employment with the Town of Coeymans Police Department as long as it does not interfere with my full-time duties as a Deputy Sheriff with the Saratoga Sheriff's Department.

I would like to continue my service in a part-time capacity as a Police Officer with the Town of Coeymans Police Department.

Respectfully Submitted,

PO Richard Harvey #131

cc: Town Supervisor Hotaling
Sgt. Powell
Sgt. Darlington

Supervisor Hotaling asked for a motion to accept the resignation.

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad, accepting the resignation of Richard Harvey.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Approval of Bid – Carpeting for Town Offices

Supervisor Hotaling stated that some bids were received for carpet and installation at Town Hall and the apparent low bidder was Fori's Carpet & Vinyl. He then asked for a motion to accept the bid and move forward with the installation.

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad, accepting the bid and authorizing the installation of carpet in Town Hall.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Applications for Seasonal Employment – Highway Department

Supervisor Hotaling stated that this New Business item was not included on the agenda and it is regarding two applications for seasonal employment. He added that there is a process that they go through for this and then asked Highway Superintendent Deering how critical it is that it is done immediately.

Highway Superintendent Deering stated that he would like to review the applications and it can wait.

Supervisor Hotaling added that he would forward it back out to Highway Superintendent Deering for his review and they will await his response.

RESOLUTIONS

Supervisor Hotaling stated that several easements have been done in a previous meeting and apparently there was one that still needs to be done.

RES. #125-05 AUTHORIZE EASEMENT AGREEMENT FOR OLD RAVENA ROAD PROJECT

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

WHEREAS, the Town of Coeymans, in conjunction with the County of Albany, is undertaking a bridge replacement project on Old Ravena Road, and

WHEREAS, the project has advanced to the area of the North Bridge known as PIN 1754.74, and

WHEREAS, certain properties near the North Bridge site were necessary to acquire, and

WHEREAS, the firm of R.K. Hite & Co., Inc. was engaged to negotiate said purchases of permanent and temporary easements, and

WHEREAS, attached hereto is the following purchase agreements negotiated:

<u>TRN</u>	<u>Map(s)</u>	<u>Owner</u>	<u>Purchase</u>
<u>Price</u>			

4
250.00

13 & 24

Paul O. Jr. & Norma E. Borger

\$

NOW, THEREFORE, BE IT RESOLVED, that the Town Board authorizes Supervisor Ronald K. Hotaling, Jr. to sign and execute the aforementioned purchase agreements and forward completed agreement to Mr. Michael Franchini, Commissioner of Public Works, Albany County.

Supervisor Hotaling stated that this is a piece of property that is .248 acres that will be used as an easement to reconstruct and realign the north bridge and in conjunction with the ones done in the past will hopefully complete the land acquisitions. He added that the Vale Meadow Apartment issue is still outstanding and they are still in the process of eminent domain.

RES. #126-05 APPOINT FULL-TIME BOOKKEEPER

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

WHEREAS, the Bookkeeper for the Supervisor has tendered her resignation, and

WHEREAS, interviews have been conducted for candidates for Bookkeeper,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans hereby, at the request of the Supervisor, and in accordance with Town Law Section 29, appoints Lori A. Nunziato as full time Bookkeeper, at the hourly rate of \$11.81. This appointment is effective January 9, 2006.

Supervisor Hotaling stated that Ms. Foss resigned as the Bookkeeper last week and Ms. Nunziato brings a resume of bookkeeping, payroll skills and general office skills that convinces them that she will be a good member of the team as they move into 2006 and he is looking forward to working with her.

RES. #127-05 APPOINT PART-TIME POLICE OFFICERS

On motion of Councilman Rogers, seconded by Councilman Stanton, the following resolution was APPROVED – VOTE – AYES 5 – NAYS – SO MOVED

WHEREAS, the Town of Coeymans is preparing to increase police coverage in 2006, in response to the Village of Ravenna plan to abolish the Village Police Department,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint the following individuals as part time Police Officers, contingent upon the successful completion of all portions of their background investigation, and at the rate of pay consistent with the current collective bargaining agreement:

Martin J. Furciniti
Brian Rinaldi

Joshua M. Lare
Michael S. VanEpps

These appointments will be effective immediately.

Supervisor Hotaling asked Chief Giroux if he had any comments.

Chief Giroux stated that these candidates were selected from a pool of part-time officers that were already certified and desirous of part-time employment. He added that the background investigations are being done and with their projected availability they will be in good shape.

Councilman Stanton inquired as to if any of the candidates are Town of Coeymans residents.

Chief Giroux stated that none of them live in the Town.

Supervisor Hotaling interjected that the appointments will be contingent upon completion of their background checks.

RES. #128-05 APPOINT PART TIME VILLAGE OF RAVENA POLICE OFFICERS AS TOWN OF COEYMANS POLICE OFFICERS

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

WHEREAS, the Town of Coeymans is preparing to increase police coverage in 2006 in response to the Village of Ravena plan to abolish the Village Police Department, and

WHEREAS, there are currently part time Village of Ravena police officers who, while continuing work for the Village of Police Department during the transition, have expressed a desire to become part of the Town Coeymans Police Department, and

WHEREAS, the Town of Coeymans is willing to employ some of these officers,

NOW, THEREFORE, BE IT RESOLVED, that the Town of Coeymans hereby authorizes the hiring of the following part time police officers at the rate of pay consistent with the current collective bargaining agreement:

Giacomo Rivituso
Robert Griffith
Gerald DeLuca

These appointments take effect immediately.

Supervisor Hotaling asked if Chief Giroux had any comments.

Chief Giroux stated that all three officers were long-time village officers and are excited about coming over to the Town of Coeymans for part-time employment.

RES. #129-05 ESTABLISH SEWER RATES FOR 2006

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

WHEREAS, the Town Board of the Town of Coeymans is required to establish sewer rates for 2006, and

WHEREAS, a Public Hearing on the proposed sewer rates was held at 6:30 P.M. December 27, 2005, pursuant to Section 452 of the General Municipal Law, and

WHEREAS, the Town Board has modified the billing process to separate funding necessary for debt from funding necessary for operation and maintenance, and

WHEREAS, the Town Board considers the number of uses per parcel to calculate the parcel billing for operation and maintenance and each use is charged \$138.00, and

WHEREAS, the Town Board has further determined that each parcel shall be charged \$62.00 for debt service, and

WHEREAS, the Town Board has further determined that water usage in excess of 40,000 gallons per billing cycle shall be assessed at \$4.50/1,000 gallons, and

WHEREAS, the Town Board establishes a late payment penalty of 10% to be imposed on all balances as of 02/01/06 in the first billing cycle and 08/01/06 in the second billing cycle,

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Coeymans does hereby authorize the Town Clerk to collect for the first and second billing cycle of 2006, pursuant to the above established rules.

Supervisor Hotaling added that this is the result of their effort with respect to the Public Hearing held earlier in the evening.

Town Clerk Millious stated that there is usually a total warrant that she has to collect and asked if it has been established.

Councilman Conrad stated that they deliberately did not address a total because if the gallonage changes or anything of that nature changes, there has to be an amendment resolution to change the amount and this is why they added “pursuant to the above established rules.” He continued by saying that as long as it is in accordance with the rules, Town Clerk Millious is authorized to collect.

Supervisor Hotaling added that with the new billing software, as they put numbers in for water usage it will generate more bills and this will also change the total. He continued by saying that any usage over 40,000 will be billed at that particular rate and the next billing will be different from the first bill by that amount. He concluded by saying that he believes that there is a number that Councilman Conrad can share with Town Clerk Millious, which will not include excess water usage or late penalties.

Town Clerk Millious added that auditors like to see a total.

Councilman Conrad stated that an actual amount will be generated by the billings would be printed out on the Summary Report in the new Sewer Program.

RES. #130-05 AUTHORIZE TRANSFER OF FUNDS

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

WHEREAS, the following account has been exhausted because of unforeseen expenditures,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor Ronald K. Hotaling, Jr. to modify the 2005 budget as follows:

<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
\$9,950.10 Repairs	DB5110.1 Personal Service	D5110.4 General
\$1,785.28 Lighting	B1990.4 Contingency	B5182.4 Street
\$8,944.71 Contractual	S1220.4 Administrative Feeds	S8130.4
\$ 266.82 Resources	A1990.4 Contingency	(Town Only) A1430.4 Human

RES. #131-05 Resolution Correction

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

WHEREAS, a typographical error occurred in the development of the September 12, 2005 transfer of funds resolution,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor Ronald K. Hotaling, Jr. to amend the account numbers as follows:

From Account

B9060.8 Health Insurance

B9060.8 Health Insurance

B9060.8 Health Insurance

Supervisor Hotaling added that there were three instances in the original resolution that referenced a different account other than B9060.8 and as a result this resolution is correcting that particular column.

RES. #132-05 APPROVE DECEMBER 2005 ABSTRACT

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

ABSTRACT	VOUCHER #	AMOUNT
GENERAL (A)		
Pre-Pay	2021-2047	\$386,548.11
General	2111- 2170,2193,2204,2239 2252,2267-2268	\$ 37,786.77
	General Total	\$424,334.88
PART-TOWN (B)		
Pre-Pay	2048-2066	\$ 17,973.24
Part-Town	2171-2186,2270	\$ 27,289.18
	Part-Town Total	\$ 45,262.42

HIGHWAY (D)		
Pre-Pay	2067-2077	\$ 55,380.45
Highway	2187-2192,2194-2203, 2205-2238,2240-2242	\$ 15,690.35
	Highway Total	\$ 71,070.80
SEWER (SS)		
Pre-Pay	2078-2101,2266	\$ 16,596.34
Sewer	2243-2251,2253- 2264,2269	\$ 14,038.68
	Sewer Total	\$ 30,635.02
CAPITAL PROJ. (H)		
Capital Project	2265	\$181,782.50
	Capital Proj. Total	\$181,782.50
	TOTAL FOR ALL FUNDS	\$753,085.62
TRUST & AGENCY (TA)		
Pre-Pay		\$321,011.44
	Trust & Agcy. Total	\$321,011.44

Councilwoman Chmielewski stated that the amount for Capital Projects is a bill that has come in for the work at the Sewer Plant, which they will be paying out to Jett Industries and in turn the Town will submit it to the State for reimbursement.

Supervisor Hotaling stated that the Town borrowed \$500,000 for the Capital Project, which is for upgrading the Waste Water Treatment Plant and the total project is \$900,000. He added that the \$500,000 is a revolving fund of money that they are using to pay the bills and once they have proof of payment they can submit it to the State and the Town can be reimbursed at a rate of 85% and the plan is with the \$500,000 they can pay for the \$960,000 project by making the revolving submissions to the State of New York and if the State of New York cooperates the plan will work.

CORRESPONDENCE

NYS Thruway Authority

Supervisor Hotaling stated that the Town is in receipt of the C.H.I.P.S. Capital Program check in the amount of \$61,408.74 for 2005. He added that the Town is grateful in receiving it from the State and the money is complimentary money to monies that the Town has put into the Highway Fund for road improvements.

Councilwoman Chmielewski interjected that it is approximately \$2,000.00 more than what was in the budget.

Toastmaster's Club

Supervisor Hotaling stated that he wanted to give some kudos to Assessor VanValkenburg, who took the time to attend a Toastmaster's Club seminar where she among other participants completed a workshop on communications skills called Speechcraft. He added that the Delmar Toastmasters Club sponsored it and the workshop taught basic speaking and listening techniques. He continued by saying that the workshop was voluntary and by taking the initiative to enroll and complete the program she showed that she wanted to improve her own skills and become a more effective speaker and listener. He concluded by saying that Laura is a good listener and representative of the Town of Coeymans as an employee.

TOWN BOARD WORKSHOPS/MEETINGS

- - Swearing In Ceremony, December 31, 2005 – 10:00AM
- - Organizational Meeting, January 1, 2006 – 1:00PM
- - Town Board Workshop, January 17, 2006 – 6:00PM

CLOSING COMMENTS

Supervisor Hotaling stated that in the 80's he ran for Councilman as a reelected position and Councilman Stanton was his opponent and he was fortunate enough to receive a few more votes than him and was reelected. He added that in the race he was a gentleman and has led his life as a gentleman and has given the last four years of his life to those in Town Government as a Councilman as a gentleman and has always been interested and has brought to light how the public feels about issues with a passion that is second to none and he will be greatly missed. He concluded by saying that he is confident that he has not seen

the last of Frank Stanton in Town Government and then thanked Councilman Stanton for serving with him in the Town of Coeymans.

Councilman Conrad echoed Supervisor Hotaling's sentiments and stated that Councilman Stanton has been a pleasure to work with and the Board as a whole has been a pleasure as well. He added that he is looking forward to working with him again at some point in the future.

Councilwoman Rogers stated that there have been up and downs and she knows that he will be back.

Councilwoman Chmielewski thanked Councilman Stanton and added that he has worked very hard and he has been more than eager to help out during the day with might need to be done in the offices. She concluded by saying that she will miss sitting next to him and will not move over and take his seat.

Supervisor Hotaling stated that he wanted to give the last word to retiring Councilman Stanton.

Councilman Stanton stated that he wanted to thank the entire Board and added that the Town is very fortunate to have a whole Town Board that is concerned with the Town as much as he is. He continued by saying that the Board has done a lot during the past two years and he has learned a lot from it and the Town itself has improved so much. He then thanked Mary for doing so much, in addition to him saying that he cannot say enough about the Town Clerk's Office and to the Chief of Police who has been very professional to work with and Albert for doing such a good job. He added that he would be taking a break but he would be back and concluded by thanking his wife for allowing him to be a part of the Town Board.

Supervisor Hotaling asked if there was any additional business

Councilman Conrad stated that he knows that the Town has accepted the Riverview Drive turnaround to the end and it has been brought to his attention that it is not being plowed.

Highway Superintendent Deering stated that they have plowed it.

Councilman Conrad stated that Town Attorney Rotello was not present and then inquired about the status of the Deyo Road Extension turnover.

Highway Superintendent Deering stated that he has not heard anything on Deyo Road but did speak with Attorney Rotello about Oak Street.

Councilman Conrad inquired as to if there is a problem with Deyo Road being deeded over.

Highway Superintendent Deering stated that the last he knew, everything was in agreement and it was all set.

Councilman Conrad stated that he didn't want it to go by the wayside and he wanted to make sure that they could legally add it to the Town's road list.

Supervisor Hotaling asked Highway Superintendent Deering if the Highway Department has been maintaining it.

Highway Superintendent Deering stated that it is being plowed.

Supervisor Hotaling asked that Highway Superintendent reach out to the property owner to get it moving and get in touch with Attorney Rotello.

Councilman Conrad interjected that it is a liability situation and tax dollars have been spent to up-grade it to a substantial turn-around. He added that he would like to make sure that it gets turned over and the Town gets the legal title. He concluded by saying that he wants to follow up on this as well as the piece of Mr. Brandow's property off Miller Avenue.

Highway Superintendent Deering reiterated that he has spoken with Town Attorney Rotello about Oak Street and there are still some outstanding issues with it.

Councilman Conrad reiterated that he wants to stay on top of them so they can be brought to a conclusion and the Town does not lose out.

Mr. Trickey interjected from the audience that he thought he was there to sign a deed and to find out how much it was going to cost to file it. He added that nothing has happened and he won't be taking the chain down until the deed is signed.

Councilman Conrad stated that Town Attorney Rotello was not there and is out of town.

Mr. Trickey stated that he was there to sign the deed and someone should have notified him.

Councilman Conrad stated that hopefully they will be getting it resolved and he wants it done as much as Mr. Trickey does.

Supervisor Hotaling stated that on behalf of the Town Board and Town employees he wanted to wish everyone a safe and healthy New Year and they are looking forward to 2006 and beyond for some new and exciting things and with guidance, suggestions and recommendations they will do the right thing.

ADJOURNMENT

Supervisor Hotaling asked for a motion to adjourn the meeting.

MOTION

On motion of Councilman Stanton, seconded by Councilman Conrad, the Town Board Meeting was adjourned.

VOTE – AYES 5 – NAYS 0 – SO MOVED

Time: 8:07pm

Respectfully Submitted,

APPROVED:

Diane L. Millious, Town Clerk