TOWN OF COEYMANS MEETING MINUTES
July 23, 2026 6:00PM

The Town Meeting was held Thursday, July 23rd, 2026 at 6:00p.m. at 18 Russell Avenue, Ravena N.Y.

PRESENT:	Stephen Donnelly, Supervisor Michael J. Stott, Deputy Supervisor Stephen J. Schmitt, Council Member
ABSENT	Patricia Grogan, Council Member Keith Geraldsen, Chief Sewer Plant Operator James Cross, Chief of Police
ALSO PRESENT:	Candace McHugh, Town Clerk Richard Reilly, Town Attorney George LaMountain, Superintendent of Highways Jason Chmielewski, Building Inspector/ Code Enforcement Officer

Supervisor Donnelly opened the meeting and led the audience in the Pledge of Allegiance. He asked that the record reflect all board members were present with the exception of Patricia Grogan.

Announcements:

- The August 4th Workshop will be cancelled
- Council member Stott gave thanks for al those who assisted in Making the 250th Celebration a success.

Approval of Minutes: The following minutes were approved:

-July 9, 202 Town Board Meeting Minutes

Council member Donnelly made a motion to accept the minutes for July 9, 2026 Town Board Meeting and Council member Stott seconded the motion.
APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 1 – ABSTAIN - SO MOVED

Department Reports

Supervisor Report – June 2026 report read by Supervisor Donnelly

Motion to Accept Report
Council member Donnelly made a motion to accept the report as read, seconded by Council member Stott. APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT – SO MOVED

TOWN OF COEYMANS MEETING MINUTES
July 23, 2026 6:00PM

Town Clerk Report – June 2026 Report read by Town Clerk Candace McHugh

Motion to Accept Report
Council member Donnelly made a motion to accept the report as read, seconded by Council member Schmitt. APPROVED – VOTE – AYES 4– NAYS – ABSENT 1– SO MOVED

Discussion: Council member Schmitt asked the status of a letter to be drafted to the Village regarding Sewer payments. Town Attorney Mr. Reilly made himself a note to follow up.

The Town Clerk asked for a response to an email regarding work being done by a local Disc Cap club on tee foundations. It was agreed the work may continue as long a they stay within the scope discussed and provide a COI. Mr. LaMountain was asked to reach back out to the requestor. (A COI has been delivered to the Town Clerk.)

Police Department Report – June 2026 Report was TABLED

Building Department – June 2026 Report read by Jason Chmielewski

Motion to Accept Reports
Council member Donnelly made a motion to accept the reports as read, seconded by Council member Stott. APPROVED – VOTE – AYES 4– NAYS 0 – ABSENT 1– SO MOVED

Sewer Department Report – June 2026 Sewer Department Report was TABLED

Highway Department Report- June 2026 Highway Department Report was by Highway Superintendent George LaMountain

Motion to Accept Report
Council member Donnelly made a motion to accept the report as read, seconded by Council member Bruno. APPROVED – VOTE – AYES 4– NAYS 0 – ABSENT 0– SO MOVED

Discussion: Council member Schmitt asked if this report would encompass the report for the month of May, Mr. LaMountain stated it was. It was also stated the position of Liaison will remain intact.

Liaison Reports - None at this time.

Old Business:

- **Albany County IDA PILOT/ C.I.P**: Supervisor Donnelly stated we are reviewing the 38-page application submitted for the Industrial Park. The building department states everything is in order. Council member Schmitt stated the IDA had met with the school and the public hearing is now closed
- **Truck Traffic/ Limekill & Mountain Road Ext Road Study**: The Supervisor stated we are awaiting a letter from legal.

- **Zoning Code Amendments/ Comprehensive Review Discussion**: Our attorney has sent out a template RFP for the board to review.
- **Ravena Rescue Squad**: Council member Schmitt reached out to Mr. Whitbeck who forwarded the requested information. Mr. Schmitt has supplied it to the board. He also has reached out to Mohawk Ambulance to discuss if it is even feasible for them to give a price to service our area. The Town Attorney stated we are still awaiting input from the Village as well. There was some confusion as to whether the Village was also waiting to hear from our attorney. Council member Schmitt stated Mr. Whitbeck is happy to answer questions at any time.
- **Kayak Kiosk**: It was discovered a concrete slab was needed for the kiosk. Estimates have come in for around 6 thousand. Council member Stott, Supervisor Donnelly and Council member Schmitt agreed it may be best to not pursue this any further. Council member Schmitt also suggested reviewing the contract we have with the kayak company.

New Business:

- **Town Hall Renovation – Phase 2:** Council member Stott asked what phase 2 consisted of. Supervisor Donnelly stated this would be only to see if it is feasible to convert an out building into a meeting room. Supervisor Donnelly stated he spoke with the court and said they were happy with their space but would like to take down the wall into the old clerk office.

Resolutions

Resolution # 100-26 Authorize Signing of Decommissioning Agreement

	Present	*Absent*	*Aye*	*Nay*	*Abstain*
Stephen Donnelly	☒	☐	☒	☐	☐
Michael J. Stott	☒	☐	☒	☐	☐
Stephen J. Schmitt	☒	☐	☒	☐	☐
Patricia Grogan	☐	☒	☐	☐	☐
	☐	☐	☐	☐	☐
Total	3	1	3		

I, Council member Stott offer the following resolution and move its adoption:

WHEREAS, on December 8, 2025, the Town of Coeymans Planning Board / Zoning Board of Appeals approved a Special Use Permit for a solar energy facility located at 1304-1322 NY-143, Coeymans Hollow, New York 12046; and

WHEREAS, as a condition of the Special Use Permit, the Town of Coeymans (the "Town"), Coeymans PV, LLC (the "Solar Energy Company") and Joyce Maxstadt (the

"Landowner") are required to enter into a certain Decommissioning Agreement (the "Agreement"), whereby the Solar Energy Company agrees to deliver to the Town certain financial security to ensure the effective decommissioning of the solar equipment upon a Decommissioning Trigger (as defined in the Agreement).

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor Stephen Donnelly to sign the Decommissioning Agreement upon final approval by Counsel, as requested by the Planning Board / Zoning Board of Appeals, and to take such other and further action with respect to the Decommissioning Agreement as may be necessary.

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

Resolution # 101-26 Accept Retirement of Equipment Operator 1 (Stannard)

	Present	*Absent*	*Aye*	*Nay*	*Abstain*
Stephen Donnelly	☒	☐	☒	☐	☐
Michael J. Stott	☒	☐	☒	☐	☐
Stephen J. Schmitt	☒	☐	☒	☐	☐
Patricia Grogan	☐	☒	☐	☐	☐
	☐	☐	☐	☐	☐
Total	3	1	3		

I, Council member Donnelly offer the following resolution and move its adoption:

WHEREAS, Harry Stannard, Equipment Operator 1 with the Town of Coeymans Highway Department, recently notified the Town of his intent to retire, effective as of July 30, 2026.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby accept the retirement of Harry Stannard, effective as of July 30, 2026; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Coeymans thanks Mr. Stannard for his years of service and dedication to the Town of Coeymans.

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

TOWN OF COEYMANS MEETING MINUTES
July 23, 2026 6:00PM

Resolution # 102-26 Appoint DCO (Mullen)

	Present	*Absent*	*Aye*	*Nay*	*Abstain*
Stephen Donnelly	☒	☐	☒	☐	☐
Michael J. Stott	☒	☐	☒	☐	☐
Stephen J. Schmitt	☒	☐	☒	☐	☐
Patricia Grogan	☐	☒	☐	☐	☐
	☐	☐	☐	☐	☐
Total	3	1	3		

I, Council member Schmitt offer the following resolution and move its adoption:

WHEREAS, by letter dated April 24, 2026, the Town of Coeymans Dog Control Officer, Meghan O'Brien-Loran, notified the Town of her resignation, with an effective date of June 30, 2026; and

WHEREAS, as a result of Ms. O'Brien-Loran's resignation, a vacancy exists for the position of Dog Control Officer; and

WHEREAS, Detective Scott Mullen, a current Coeymans Police Officer, is interested in the position; has been performing the duties of Dog Control Officer since July 1, 2026; and possesses the necessary background and knowledge to be an asset to the Town in said position.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby appoint Scott Mullen as Dog Control Officer for the Town of Coeymans, effective as of July 1, 2026, at a prorated annual salary of $5,500.00. This appointment is for a term to expire on December 31, 2026.

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

Resolution # 103-26 Budget Amendment (Copier)

	Present	*Absent*	*Aye*	*Nay*	*Abstain*
Stephen Donnelly	☒	☐	☒	☐	☐
Michael J. Stott	☒	☐	☒	☐	☐
Stephen J. Schmitt	☒	☐	☒	☐	☐
Patricia Grogan	☐	☒	☐	☐	☐
	☐	☐	☐	☐	☐
Total	3	1	3		

I, Council member Stott offer the following resolution and move its adoption:

WHEREAS, the Chief Fiscal Officer of the Town of Coeymans has determined that in order to maintain proper balances within various accounts, an amendment to the 2026 Budget is necessary.

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor Stephen Donnelly to amend the 2026 Budget, as depicted below, for the Budget Year 2026:

Increase Appropriations

(A) 1620.2 Town Hall Equipment $5,911.00

Increase Appropriated Fund Balance

(A) 0599 Fund Balance $5,911.00

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

Resolution # 104-26 Budget Amendment (Lease Payments)

	Present	*Absent*	*Aye*	*Nay*	*Abstain*
Stephen Donnelly	☒	☐	☒	☐	☐
Michael J. Stott	☒	☐	☒	☐	☐
Stephen J. Schmitt	☒	☐	☒	☐	☐
Patricia Grogan	☐	☒	☐	☐	☐
	☐	☐	☐	☐	☐
Total	3	1	3		

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I, Council member Donnelly offer the following resolution and move its adoption:

WHEREAS, the Chief Fiscal Officer of the Town of Coeymans has determined that in order to maintain proper balances within various accounts, an amendment to the 2026 Budget is necessary.

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor Stephen Donnelly to amend the 2026 Budget, as depicted below, for the Budget Year 2026:

Increase Appropriations

(A) 9788.6 Lease Payments	$23,328.74

Increase Appropriated Fund Balance

(A) 0599 Fund Balance	$23,328.74

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

Discussion: Council Member Schmitt reached out to the business office regarding this line item. He was told it is a new line item created by our accountant.

Resolution # 104-26 July Abstract

	Present	*Absent*	*Aye*	*Nay*	*Abstain*
Stephen Donnelly	☒	☐	☒	☐	☐
Stephen J. Schmitt	☒	☐	☒	☐	☐
Michael J. Stott	☒	☐	☒	☐	☐
Patricia Grogan	☐	☒	☐	☐	☐
	☐	☐	☐	☐	☐
Total	3	1	3		

I, Council member Schmitt offer the following resolution and move its adoption:

BE IT RESOLVED, that the Town Board has approved the payment of bills as presented in the Abstract for July 2026, as follows:

PRE-PAID VOUCHERS – 26-00801 to 26-00849 and 26-00852 to 26-00876 from the following funds:

General	**$ 122,711.59**
Part Town	**$ 15,772.25**
DA	**$ 900.00**
Highway – Part Town (DB)	**$ 33,765.33**
Sewer	**$ 20,602.98**
Trust & Agency	**$ 55,928.23**

VOUCHER NUMBERS – 26-00877 to 26-00947 from the following funds:

General	**$ 26,943.46**
Part Town	**$ 7,150.00**
DA	**$ 16,475.75**
Highway-Part Town (DB)	**$ 4,889.09**
Sewer	**$ 13,609.68**

TOTAL FOR ALL FUNDS – $ 318,748.36

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

Public Comments:

Barbara Tanner asked about a LaBerge Addendum. Supervisor Donnelly stated that resolution did not pass. Council member Stott reminded the board there is money still in the engineering line which can be used of the resolution is reconsider.

Additional Business

A Motion was made by Supervisor Donnelly to authorize to enter into a contract with Attorney Dan Vincelette for SCAR (Small Claims Assessment Review) proceedings which was seconded by Council member Schmitt. APPROVED – VOTE – AYES 3 – NAYS 0 – ABSENT 1– SO MOVED

A Motion was made by Supervisor Donnelly to approve the purchase of a new computer through Edmunds Govtech for the Assessors' Office which was seconded by Council member Stott . APPROVED – VOTE – AYES 3 – NAYS 0 – ABSENT 1– SO MOVED

Motion to Adjourn was made by Council member Donnelly and Seconded by Council member Stott- APPROVED – VOTE – AYES 3– NAYS 0 – ABSENT 1– SO MOVED 7:10pm

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Respectfully Submitted,

Candace McHugh, Town Clerk