TOWN OF COEYMANS MEETING MINUTES
August 11, 2026 5:00PM

A Town Board Meeting was held Tuesday August 11, 2026 at 5:00p.m. at 18 Russell Avenue, Ravena N.Y.

PRESENT: Stephen Donnelly, Supervisor
Michael J. Stott, Deputy Supervisor
Stephen J. Schmitt, Council Member
Patricia Grogan, Council Member

ALSO PRESENT:
Richard C. Reilly. Town Attorney
Michael Ravalli, Jr., Town Attorney

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. Budget requests were discussed during the 5:00pm hour.

Building Department Budget discussion was held with Jason Chmielewski, department head. Personnel service requests were reviewed along with equipment purchases. Council member Schmitt asked for clarification on hours per week. Mr. Chmielewski stated he and Sandy are 40 hours per week while the clerk is 35. Council member Schmitt asked which departments will be using the near map program. Over all the building department budget is requesting an increase of $7,947.40 compared to last year's budget.

PB/ZBA Budget discussion was held with Mr. Chmielewski. The personnel numbers were produced with 100% attendance in mind. There are no current requests for equipment for the planning board. Mr. Chmielewski suggested in the future supplying all members with a tablet to reduce paper. Yearly training was added to the budget at a cost of $2,500. The total requested is $21,860. Council member Grogan suggested starting to allot funds for equipment such as a projector, tablets, etc.

Assessor Department Budget was presented by Dawn DeRose, the town assessor. Council member Stott reviewed the requested raises. Ms. DeRose discussed the current project of digital sketching. There are about 3,000 parcels that need to be inputted, over the summer 457 sketches have been completed by a part time clerk. The assessor is requesting more hours for additional help digitizing the remaining sketches. Some equipment was discussed in addition to an increase for attorney fees. The Assessor would like to go back to a 5-member Board of Assessment Review. $19,508 is the requested increase for the year, primarily for attorney fees.

Sewer Department Budget was presented by Keith Geraldsen, Chief Operator of the sewer department. Personnel. Council member Schmitt asked what Mr. Geraldsen would like to see fixed. He stated the final clarifier is a high priority on his list, along with the aeration tank gates.

He has been able to do some repair to keep the equipment going but professional replacement/repair are needed. Supervisor Donnelly asked about the shower unit which was budgeted for this year. The board suggested getting it done if possible. There have been some instances of late in which a shower would have been useful. Council member Grogan would like to see the contractual and equipment itemized. Council member Schmitt asked if any of the bonds were slated to fall off this year. Council member Grogan asked about slip lining. It was explained a company comes in cleans a line and cameras it. If all is well the pipe can be lined with a material and laterals digitally cut. Mr. Geraldsen stated we have never used it but it should be started. Council member Grogan asked if it could be done this year, Mr. Geraldsen said he could look into it. Council member Schmitt suggested getting on a routine of planning and completing projects each year.

Council member Grogan asked if quarterly reports are expected from department heads at the next meeting. It was clarified at the end of the quarter they will be expected. Mrs. Grogan asked to make sure all department heads would be aware of the request.

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Attorney Richard Reilly requested the Michael Ravalli, Jr. take notes for the meeting in the absence of the Town Clerk. All were in favor.

Announcements

- Storm Damage: A link is on the town website to report damage to the county.

Approval of Minutes: The following minutes were approved:

-Town Board Meeting 7/23/26

Council member Donnelly made a motion to accept the minutes for July 23,2026 Town Board Meeting and Council member Stott seconded the motion.
APPROVED – VOTE – AYES 3 – NAYS 0 – ABSENT 0 – ABSTAIN 1 (Grogan) - SO MOVED

Old Business:

-Coeymans Industrial Park/ Albany County IDA Public Hearing Update: The Albany County IDA has a resolution approving the project on their website allowing for approximately $700,00 in savings. The website stated the project does not have local support. The Supervisor stated the building department has approved a building permit and flood plain application. The Supervisor's office was in touch with the building department trying to determine how these decisions were made; he further stated no real response was provided by the building department. Council member Grogan has asked why this information is on the front page of our town website. She has been on the planning board during hot topic decisions and they were

never placed on the website. She has spoken to Mr. Chmielewski about this and feels the decisions made by the building department and PBZBA are being undermined by the town board. Council member Schmitt stated he was not a part of any decision to place such information on the website. Council member Grogan further commented that she believes if community members are reaching out with concerns regarding this particular project their names should be stated publicly. Council member Grogan asked if any PILOT programs were falling off for the Industrial Park. Council member Schmitt stated he did not understand why this was being discussed in which the Supervisor replied the residents have concerns and it his job to address those concerns. Council member Grogan asked why we do not announce all decisions this way. She feels the front page of the website should be to promote positivity for the town. The Supervisor said there are just facts posted, the community doesn't understand why they can't ask questions. Council member Schmitt reminded the board that a public hearing was held so the community did have a say. Council member Grogan asked if this will be removed from the website. Supervisor Donnelly stated there is more information coming forward. Council member Schmitt asked why the Supervisor didn't knock on the building departments door. The Supervisor stated he did speak to him and he didn't feel the answers made sense with the laws that we have so Mr. Chmielewski was asked to write them out for the board which he chose not to do. Council member Schmitt feels this is more of a conversation for executive session. He asked the Supervisor what his goal was with this conversation. The Supervisor said to clarify the questions council person Grogan asked. The Supervisor stated he feels if decisions are being made by law there should be no reason for them not to be written down as requested. Council member Grogan asked if this was going to raise revenue for the town, she feels that nothing but negativity has been spewed on this project. Council member Schmitt feels the Supervisor is using this opportunity to admonish Mr. Chmielewski. The Supervisor asked council member Grogan why she goes to bat for everyone but the Town of Coeymans, she replied she is fighting for what he is currently doing to the planning board. Council member Stott feels the emails should have been responded to rather that asking to speak in person. Council member Grogan stated she has spoken to Mr. Chmielewski and is satisfied with the answers she has been given. Comments were shared between board members regarding the tone being used. Supervisor Donnelly stated the flood plain application was approved with zero documentation; he stated the residents want to see documentation.

Zoning Code Amendments/ Comprehensive Review Discussion: Supervisor Donnelly asked the board if they were comfortable moving forward with the RFP provided by our attorney. Council member Schmitt stated he is not ready to move forward nor is council member Grogan. Council member Stott asked about the local laws discussed this year regarding a general contractor yard and transportation terminal. While he understands the goal is a zoning overhaul the board should still take care of low-lying fruit such as these definitions. He does not want these to fall by the wayside. The Supervisor stated he agrees with Mr. Stott. The board is in agreement to review the zoning RFP and PBZBA recommendation so they can potentially move forward at the next meeting and reviewing the contractor yard definition.

Truck traffic/Limekill/Mountain Road Ext. Road Study discussion: the board is waiting on a letter from the attorney which he acknowledged he needs to get done.

Ravena Rescue Squad Ambulance District: The Attorneys have done some research on the question of a permissive referendum and can update the board further at the next meeting. Council member Stott asked if Council member Schmitt had heard back from Mohawk Ambulance, he has not heard back yet. Council member Schmitt shared the Albany County Advance life support costs will be rising by $16,414 for the 2027 budget year. This figure will need to be factored in the budget numbers already provided. He asked if the board has reviewed the map plan report. Clarification needs to be received form the Village of Ravena as to whether they are on board (since this meeting correspondence has been received from the mayor that the Village is on board).

New Business:

Assessor Training: Mandatory training is required for the assessor which she splits between the different towns she works for this year it is the Town of Coeymans turn to pay for training.

Resolutions

Resolution # 106 Resignation of Equipment Operator 1

	Present	*Absent*	*Aye*	*Nay*	*Abstain*
Stephen Donnelly	☒	☐	☒	☐	☐
Michael J. Stott	☒	☐	☒	☐	☐
Stephen J. Schmitt	☒	☐	☒	☐	☐
Patricia Grogan	☒	☐	☒	☐	☐
	☐	☐	☐	☐	☐
Total	4		4		

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

WHEREAS, on August 6, 2026 the Town of Coeymans Highway Superintendent received a notice of resignation from Alex Melas, an Equipment Operator 1.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby accept the resignation of Alex Melas, effective as of August 20, 2026. The Town thanks Mr. Melas for his service and wishes him the best in his future endeavors.

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

Discussion: Council member Schmitt had a conversation with Mr. LaMountain about the severe need for workers. Mr. LaMountain has asked to use the Times Union to solicit applicants. All board members are in favor of using the Times Union.

A Motion was made by Council member Schmitt to allow the Highway positions be advertised in the Times Union; all were in favor.

Resolution #107 Approval of Budget Transfer (Police Uniforms)

	Present	*Absent*	*Aye*	*Nay*	*Abstain*
Stephen Donnelly	☒	☐	☒	☐	☐
Michael J. Stott	☒	☐	☒	☐	☐
Stephen J. Schmitt	☒	☐	☒	☐	☐
Patricia Grogan	☒	☐	☒	☐	☐
	☐	☐	☐	☐	☐
Total	4		4		

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 inter-fund transfer is necessary.

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

General Fund (A)

Amount	**From Account**	**To Account**
$ 20,000.00	(A) 1990.4 Contingency	(A) 3120.4 Law Enforcement Cont.

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

Resolution #108 Approval of Budget Amendment (Celebration)

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

Total	4		4		

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) 7550.4 Celebrations Contractual $2,584.81

Increase Appropriated Fund Balance

(A) 1990.4 Contingency Contractual $2,584.81

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

Resolution #109 Approval of Budget Amendment (Attorney)

	Present	*Absent*	*Aye*	*Nay*	*Abstain*
Stephen Donnelly	☒	☐	☒	☐	☐
Michael J. Stott	☒	☐	☒	☐	☐
Stephen J. Schmitt	☒	☐	☒	☐	☐
Patricia Grogan	☒	☐	☒	☐	☐
	☐	☐	☐	☐	☐
Total	4		4		

I, Council member Schmitt 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) 1420.4 Attorney Cont. $40,000.00

Increase Appropriated Fund Balance

(A) 0599 Fund Balance $40,000.00

Seconded by Council member Grogan, 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. The Town has spent a total of $85,732.28 on Attorney fees as of the end of June 2026. The budget for the year was $80,000. He asked what could be done to reduce attorney fees. Town Attorney Richard Reilly does not feel many of the costs this year will be reoccurring, and they are willing to do as much or as little as requested. Council member Grogan stated she looked back a few years and the amount spent was never that high. Council member Stott said unfortunately many issues that have come up require attorney fees.

Resolution #110 Authorize HUD Remote Deposit

	Present	*Absent*	*Aye*	*Nay*	*Abstain*
Stephen Donnelly	☒	☐	☒	☐	☐
Michael J. Stott	☒	☐	☒	☐	☐
Stephen J. Schmitt	☒	☐	☒	☐	☐
Patricia Grogan	☒	☐	☒	☐	☐
	☐	☐	☐	☐	☐
Total	4		4		

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

WHEREAS, the Town of Coeymans (the "Town") currently participates in a Housing Choice Voucher (HCV) Plan (the "Plan") with respect to local Section 8 Housing, administered locally by JEM, Inc., to ensure that households in the Town can afford safe, decent and sanitary housing; and

WHEREAS, the Town holds a bank account (the "HUD Account") at the First National Bank of Scotia in relation to administration of the Plan; and

WHEREAS, in order to streamline deposit transactions into the Town's account; to ensure timely delivery of funds to the account; to lessen the administrative burden in maintaining the account; and to increase efficiency, JEM, Inc. has requested that the Town authorize JEM, Inc. to make remote deposits into the HUD Account.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize JEM, Inc. to remotely deposit funds related to the Plan into the Town's HUD Account at the First National Bank of Scotia; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Coeymans does hereby authorize Supervisor Stephen Donnelly to take such action and execute such documents as may be necessary to effectuate such remote deposit capabilities in accordance with the aforesaid authorization.

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

Discussion: Council member Grogan stated she reached out to the business office and clerk; both agree this will be helpful.

Public Comment:

Lynda Geraldsen read an email she has sent to the board praising the Supervisor for his efforts during the storm and expressing her disappointment in the other board members and their lack of communication. She also gave thanks to her husband, Chief Sewer Operator, Keith Geraldsen, the Highway department and police for all their efforts. She offered to do anything she could to help those affected by the flooding.

Josh Hutchinson lives on Main st in Coeymans. His house was affected by the flooding along with his neighbor, Mr. Conners. He stated there is no insurance that covers this type of flooding because it came from the municipality due to inadequate storm sewers. He feels this damage was caused by the failure of the infrastructure. The Highway department did come out and rebuild his driveway entry. He asked about helping to find funding for his neighbor. He stated it is a huge stress for everyone of that street.

William Stewart lives on Old Ravena Rd. He asked about the damage caused to 18 Russell and if there was a plan B for the court and police if that particular building needs to be closed, where can they go? Council member Stott agreed there should be a plan B. He is not aware of one currently.

Nick Laraway from Carver Companies asked if there are specific questions they would like to ask regarding the current project. Council member Stott asked if the decision of approving a PILOT is that only of the IDA? Mr. Laraway explained how some of the savings spoken of effect the County such as sales tax and mortgage tax. Mr. Stott asked is a host benefit agreement would be offered. Mr. Laraway stated those are typically done during longer PILOT contracts with Solar and/or wind. Mr. Laraway stated currently the property tax on this property is minimal, after the project is done it will increase the property tax approximately to $500,00. The project

will cost an estimated 8 million dollars and will create 18 permanent jobs and 20 job related to the construction. Council member Grogan asked how many PILOT's have been done. Mr. Laraway stated there were 3 other PILOTs issued. He did request the topic be removed from the agenda. Supervisor Donnelly had questions about some grading that took place after local law #9 and a flood plain application from 2015. Mr. Laraway stated there was a map dated 2015 but the approval process was in 2020. Supervisor Donnelly asked bout the 180 days the project is required to be completed according to code and if they had asked for a 90-day extension. Mr. Laraway responded by stating the code says it must be completed within 180 days but it does not state what happens if it is not. All projects he is aware of within the town, there has never been a 180 day clock on it and the law does not state what happens leaving the onus on the building department. Mr. Laraway asked if this would be removed from the agenda, Supervisor Donnelly stated it would be. He also asked to set up a meeting to tour the industrial park with the code enforcement officer and planning board attorney. Mr. Donnelly questioned some material piles he has noticed by using the nearmap technology. Supervisor Donnelly mentioned the 2015 application and Mr. Laraway explained the 2015 map is only the date of a flood plain map not the date of an application. Mr. Reilly asked if Mr. Laraway had a copy of the approval, he stated he does. Mr. Reilly stated some of the files are unclear. Council member Schmitt stated he would like to attend the tour as well.

Keith Geraldsen offered to help the highway department out with plowing during the winter.

Mr, Hutchinson spoke again regarding a culvert ditch that hasn't been maintained and asked the board to speak to the highway department about it to help with flooding situations.

Mrs. Geraldsen asked the board if it was at all possible to ask retired workers to come back to help in the winter.

Motion to Adjourn was made by Council member Donnelly and Seconded by Council member Stott- APPROVED – VOTE – AYES 4 – NAYS 0 – ABSENT 0 – SO MOVED 7:32pm.

Respectfully Submitted,

Candace McHugh, Town Clerk