

BOARD OF MANAGERS MEETING
August 25, 2017 – 8:30 A.M.
Common Council Chambers

The meeting was called to order at 8:30 A.M.

PRESENT:

Chris Briggs, Council President
Michael Durocher, Comptroller
Jim Bouchard, Treasurer
Kenneth Radliff, Commissioner OGS

ALSO PRESENT:

Garry Nathan, City Engineer

ABSENT:

Mayor Morse

Chris Briggs made a MOTION to approve the minutes from the July 14 & 21, and August 4 & 11, 2017 meetings. Jim Bouchard seconded the motion. All members voted "AYE". The motion passed.

Ken Radliff made a MOTION to approve an Agreement with CHA for Asset Management Plan per the LTCP Consent Order. City of Cohoes is responsible for 2.74% of \$50,000.00. 97% is reimbursed by other pool communities.

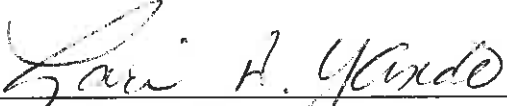
Chris Briggs seconded the motion. All members voted "AYE". The motion passed.

Jim Bouchard made a MOTION to approve a supplemental cost of \$336.15 for damage to a vehicle caused by a City Truck. This cost is in addition to previous costs of \$1,359.37.

Chris Briggs seconded the motion. All members voted "AYE". The motion passed.

Jim Bouchard made a MOTION to approve the cost of stocking the Van Schaick Pond for the fishing tournament on September 16, 2017 for \$2,475.00.

At 8:34 AM, with no further business to come before the board, Ken Radliff made a motion to adjourn, seconded by Jim Bouchard.



Lori A. Yando, City Clerk

BOARD OF MANAGERS MEETING
August 30, 2017 – 10:30 A.M.
Common Council Chambers

The meeting was called to order at 10:30 A.M.

PRESENT:

Chris Briggs, Council President
Michael Durocher, Comptroller
Jim Bouchard, Treasurer
Kenneth Radliff, Commissioner OGS

ALSO PRESENT:

Garry Nathan, City Engineer

ABSENT:

Mayor Morse

Accept and open bids received for Veteran's Memorial Park. Bids were as follows:

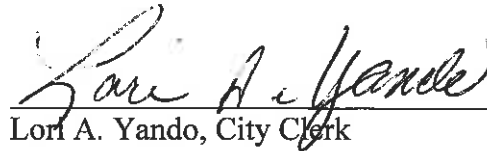
BIDDER	ADDRESS	BID		BID BOND	ADDENDUM RECEIVED
Sky Rise Inc.	49 Ashley Drive Valley Stream, NY 11580	Lump Sum	\$197,000.00	N/A	
		Alternate #1	\$9,600.00		
		Alternate #2	\$41,000.00		
		Alternate #3			
MCJ Construction LLC	777 Bunker Hill Road Mayfield, NY 12117	Lump Sum	\$79,000.00	N/A	
		Alternate #1	\$13,435.00		
		Alternate #2	\$8,000.00		
		Alternate #3	\$10,500.00		
Wm J. Keller & Sons Construction	1435 Route 9 Castleton, NY 12033	Lump Sum	\$113,490.00	N/A	
		Alternate #1	\$11,025.00		
		Alternate #2	\$14,927.00		
		Alternate #3	\$7,100.00		
Gallo Construction Corp.	50 Lincoln Ave. Watervliet, NY 12189	Lump Sum	\$128,469.00	N/A	
		Alternate #1	\$14,887.00		
		Alternate #2	\$14,740.00		
		Alternate #3	\$7,400.00		

All bids were given to Chazen Companies, Consultant for review and recommendation.

Kenneth Radliff made a MOTION to approve a contract with Hart Alarm to upgrade system at the Senior Center for \$1,985.00. Monthly monitoring rate will increase from \$20.00 to \$30.00 per month.

Chris Briggs seconded the motion. All members voted "AYE". The motion passed.

At 10:37 AM, with no further business to come before the board, Jim Bouchard made a motion to adjourn, seconded by Kenneth Radliff.


Lori A. Yando, City Clerk

BOARD OF MANAGERS MEETING
September 06, 2017 – 10:30 A.M.
Room 3

The meeting was called to order at 10:30 A.M.

PRESENT:

Michael Durocher, Comptroller
Jim Bouchard, Treasurer
Kenneth Radliff, Commissioner OGS

ALSO PRESENT:

None

ABSENT:

Mayor Morse
Chris Briggs, Council President

Accept and open bids received for Remsen Streetscape Project. Bids were as follows:

BIDDER	ADDRESS	BID	
Callanan Industries, Inc.	PO Box 15097 Albany, NY 12212- 5097	BID ITEM #1	\$683,420.00
		BID ITEM #2	\$30,000.00
		SUM 1&2	\$713,420.00
		ALTERNATE 1	\$24,750.00
		ALTERNATE 2	\$44,350.00
		ALTERNATE 3	\$19,900.00
		SUM ALT. 1,2 &3	\$89,000.00
		GRAND TOTAL	\$802,420.00
MCJ Construction LLC	777 Bunker Hill Rd. Mayfield, NY 12117	BID ITEM #1	\$688,000.00
		BID ITEM #2	\$30,000.00
		SUM 1&2	\$718,000.00
		ALTERNATE 1	\$31,000.00
		ALTERNATE 2	\$51,000.00
		ALTERNATE 3	\$21,000.00
		SUM ALT. 1,2 &3	\$103,000.00
		GRAND TOTAL	\$821,000.00

All bids were given to Chazen Companies, Consultant for review and recommendation.

Kenneth Radliff made a MOTION to award a contract to MCJ Construction, as recommended by Chazen Companies for the Veterans Park Memorial for \$110,935.00. This is a base bid of \$79,000.00 plus Alt. 1 for \$13,435.00, Alt. 2 for \$8,000.00, and Alt. 3 for \$10,500.

Jim Bouchard seconded the motion. All members voted "AYE". The motion passed.

At 10:37 AM, with no further business to come before the board, Michael Durocher made a motion to adjourn, seconded by Jim Bouchard.



Lori A. Yando, City Clerk

BOARD OF MANAGERS MEETING
September 08, 2017 – 8:30 A.M.
Common Council Chambers

The meeting was called to order at 8:30 A.M.

PRESENT:

Mayor Morse
Michael Durocher, Comptroller
Jim Bouchard, Treasurer
Kenneth Radliff, Commissioner OGS

ALSO PRESENT:

Garry Nathan, Engineer

ABSENT:

Chris Briggs, Council President

Kenneth Radliff made a MOTION to approve a contract with C&S Engineers, Inc. for a report and design documents for the Columbia Street Culvert project. Not to exceed \$150,000.00 and paid by a grant.

Jim Bouchard seconded the motion. All members voted "AYE". The motion passed.

Kenneth Radliff made a MOTION to approve a quote from Mackey Electronic for the installation of 200 amp underground service on Continental Ave. for the recharging stations for \$5,550.00. 77% paid by state, 23% paid by city. Two quotes were received and two companies would not quote.

Jim Bouchard seconded the motion. All members voted "AYE". The motion passed.

Kenneth Radliff made a MOTION to award a contract to Callanan Industries for \$802,420.00 (base bid plus 3 alternates) for the Remsen Streetscape project as recommended by Chazen Companies.

Jim Bouchard seconded the motion. All members voted "AYE". The motion passed.

At 8:35 AM, with no further business to come before the board, Jim Bouchard made a motion to adjourn, seconded by Kenneth Radliff.



Lori A. Yando, City Clerk

CUSACK & COMPANY
Certified Public Accountants LLC
7 AIRPORT PARK BOULEVARD
LATHAM, NEW YORK 12110
(518) 786-3550
FAX (518) 786-1538
E-MAIL ADDRESS: CPAS@CUSACKCPAS.COM
WWW.CUSACKCPAS.COM

MEMBERS OF:
AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS

MEMBERS OF:
NEW YORK STATE SOCIETY OF
CERTIFIED PUBLIC ACCOUNTANTS

August 8, 2017

Mayor and City Council
City of Cohoes
97 Mohawk Street
Cohoes, New York 12047

We are pleased to confirm our understanding of the services we are to provide the City of Cohoes, New York for the years ended December 31, 2017, 2018, 2019 and 2020 and 2021. We will audit the financial statements of the general fund, water fund, sewer fund, library fund, capital projects fund and fiduciary funds, including the related notes to the financial statements of the City of Cohoes, New York.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the City of Cohoes, New York's financial statements. Our report will be addressed to the governing board of the City of Cohoes, New York. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and other matters.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Cohoes, New York's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also prepare the financial statements and of the City of Cohoes, New York in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for designing, implementing and maintaining effective internal controls, including monitoring ongoing activities, for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for the financial statement preparation services and any other non-audit services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, we will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Cusack & Company, CPAs, LLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a regulator or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Cusack & Company, CPAs, LLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the regulator or its designee. The regulator or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

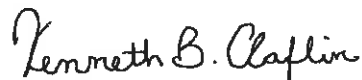
We expect to begin our audit in March of each year and to issue our reports no later than April of each year. Kenneth B. Clafin, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will be \$18,700 for 2017, \$19,000 for 2018, \$19,400 for 2019, \$19,800 for 2020 and \$20,200 for 2021 assuming there is no requirement for a single audit. Should a single audit be required in a particular year, the fee would be increased by \$2,800. We will also separately invoice you for the actual cost of bank confirmation charges our firm will pay in advance on your behalf. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to the City of Cohoes, New York and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

CUSACK & COMPANY, CPAs, LLC



Kenneth B. Clafin
Engagement Partner

RESPONSE:

This letter correctly sets forth the understanding of the City of Cohoes, New York .

Signature

Date

IMPROVE QUALITY OF ANY PART NOT NEW (USED, REBUILT, ETC.)



"Serving People Right Since 1939"

Computerized Alignment
Tire Sales

BERDAR AUTO SERVICE, INC.

114 Saratoga Street, Cohoes, New York 12047

518-237-5032

518-237-1513

NYS REPAIR #R3010179

Dave Berdar

Alter Hrs. beeper 422-4762

4404

NAME WILL BAKER DATE TIME RECEIVED 8:00 AM
 ADDRESS 144 REARSEN ST. COHOES ORDER NUMBER 712257 PM
 LOCAL PHONE 518-237-5397 WHEN READY _____
 YEAR AND MAKE 17 CHEVY MODEL SILVERADO MOTOR AND SERIAL NO. _____
 ALK _____
 FIL _____

LIBRARIES _____ FLUSH TRIMS _____ FLUSH DEF. _____ WASH _____ POLISH _____
 COASTER _____ PERSON (BY) AUTHORITY _____
 DAY _____
 SPECIAL AUTORIZATION TO PROCEED _____
 TIME _____ AM _____ PM _____ DATE _____
 EMPLOYEE NAME _____

CITY OF COHOES 2079 TOW 175.00
WEST END 181.00

TIRES, TUBES AND ACCESSORIES

TOTAL LABOR	
TOTAL PARTS	
TOTAL TIRES AND TUBES	
TOTAL ACCESSORIES	
BODY WORK AND OUTSIDE REPAIRS	
TOTAL GAS, OIL AND LUBES	
TOTAL	175.00
TAX	14.00
TOTAL AMT.	189.00

ALL PARTS ARE WARRANTED, EXCEPT LABOR, AFTER 90 DAYS OR 3,000 MILES

BERDAR AUTO SERVICE, INC. IS NOT RESPONSIBLE FOR TOWING CHARGES ON ANY WARRANTY WORK

NOT RESPONSIBLE FOR LOSS OR DAMAGE TO CARS OR ARTICLES LEFT IN CARS IN CASE OF FIRE, THEFT OR ANY OTHER CAUSE BEYOND OUR CONTROL.

I hereby authorize the above repair work to be done along with the necessary material, and hereby grant you and/or your employees permission to operate the car, truck or vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or inspection. An express mechanic's lien is hereby acknowledged on above car, truck or vehicle to secure the amount of repairs thereto.

X

DATE: 05/17/17 TIME: 0731 AM/PM
 PLATE # 65E 3577 REG. EXP. 08 15 M.M. 2016
 STATE N.J. PLATE TYPE PASS YEAR OF VEHICLE 2016
 COMM

VEHICLE MAKE: Ford Olds Dodge Nissan Merc B Lexus Volvo Other
 Chev Pont Toyota Honda BMW Infiniti Kia
 Plym Buick VW Mercury Mazda Jeep Hyundai
 VIN# 1FV4K8S41675 COLOR WH BODY TYPE 4 Door Van
 LOCATION OF TRUCK
 SUV Pick Up Other
 VEHICLE: 147 Johnson St OFFICER: Kell BADGE# 1546
 Vehicle has been parked in violation of New York State Vehicle and Traffic Law or local law of the City of Cohoes.

CODE	VIOLATION DESCRIPTION	FINE	AFTER 30 DAYS	AFTER 60 DAYS
01	Abandoned Vehicle	\$ 50.00	\$ 100.00	\$ 150.00
02	Blocked Intersection/Walk	\$ 50.00	\$ 100.00	\$ 150.00
04	Expired Inspection	\$ 50.00	\$ 100.00	\$ 150.00
05	Expired Registration	\$ 50.00	\$ 100.00	\$ 150.00
06	Parked More Than 12" From Curb	\$ 50.00	\$ 100.00	\$ 150.00
07	Restricted Parking	\$ 50.00	\$ 100.00	\$ 150.00
08	Overtime Parking	\$ 35.00	\$ 70.00	\$ 105.00
10	Parking On Sidewalk	\$ 50.00	\$ 100.00	\$ 150.00
11	Parking In Fire Lane	\$ 50.00	\$ 100.00	\$ 150.00
12	Standing, Stopping or Parking Which Blocked Traffic	\$ 50.00	\$ 100.00	\$ 150.00
13	Parking Facing Wrong Direction	\$ 50.00	\$ 100.00	\$ 150.00
14	Standing, Stopping or Parking in Front of Driveway	\$ 50.00	\$ 100.00	\$ 150.00
20	Double Parking	\$ 50.00	\$ 100.00	\$ 150.00
21	Parking Within 15 ft. of a Hydrant	\$ 100.00	\$ 150.00	\$ 150.00
22	Parking in Handicap Parking/Improper Use of Plates	\$ 150.00	\$ 150.00	\$ 150.00
23	Parking in Violation of Police Emergency	\$ 50.00	\$ 100.00	\$ 150.00
24	Parking in Violation of Snow Emergency	\$ 50.00	\$ 100.00	\$ 150.00
25	No License Plate	\$ 50.00	\$ 100.00	\$ 150.00
26	No Parking	\$ 35.00	\$ 70.00	\$ 105.00
27	No Standing	\$ 50.00	\$ 100.00	\$ 150.00
28	No Stopping	\$ 50.00	\$ 100.00	\$ 150.00
29	Loading Zone	\$ 50.00	\$ 100.00	\$ 150.00
30	Tow Away Zone	\$ 50.00	\$ 100.00	\$ 150.00
31	Within Bus Stop Area	\$ 50.00	\$ 100.00	\$ 150.00
32	Other Violation(s)	\$ 50.00	\$ 100.00	\$ 150.00

Code(s) Total Fine

Charge(s)

Pay \$150.00

