

BEEKMAN TOWN BOARD – REGULAR MEETING – JANUARY 7, 2015

The Regular Meeting of the Beekman Town Board was called to order at 7:01PM with Supervisor Barbara Zulauf presiding. The Meeting was held in the meeting room at Town Hall.

THOSE PRESENT: SUPERVISOR BARBARA ZULAUF
COUNCILMAN WERNER STIEGLER
COUNCILMAN EZIO BATTAGLINI
COUNCILMAN MICHAEL DEL VECCHIO
COUNCILMAN MICHAEL MORAN
ALSO PRESENT: TOWN ATTORNEY, MICHAEL VARBLE

Supervisor Barbara Zulauf began the Meeting with the Pledge of Allegiance and a Moment of Silence in Honor of our Troops who have served and those currently serving. She made one administrative announcement regarding the location of fire exits.

REGULAR MEETING

Supervisor Zulauf announced that the Town Board is beginning 2015 with a new look. We have recycled old monitors from the offices downstairs to be used in the meeting room to conduct meetings. This will significantly reduce the amount of paper we use and be a huge savings to the Town. She thanked Town Clerk Rachael Rancourt for her assistance with this project.

Supervisor Zulauf recognized Councilman Werner Stiegler, who won the special election this past November and is signing his Oath of Office this evening.

PUBLIC COMMENT AGENDA ITEMS & RESOLUTIONS:
There was no public comment this evening.

RESOLUTIONS:

RESOLUTION NO. 01:07:15 – 1
RE: Approval of Past Town Board Minutes

COUNCILMAN STIEGLER offers the following and moves for its adoption:

WHEREAS, Town Clerk Rachael Rancourt has provided copies of the minutes of the December 17, 2014 Town Board Meeting to all members of the Beekman Town Board; and

WHEREAS, Town Board members have had the opportunity to review said minutes; now therefore be it

RESOLVED, the Town Board hereby adopts the minutes of the December 17, 2014 Town Board Meeting.

Seconded COUNCILMAN BATTAGLINI

ROLL CALL VOTE:
Councilman Moran AYE
Councilman Stiegler ABSTAIN
Councilman Del Vecchio AYE
Councilman Battaglini AYE
Supervisor Zulauf AYE
Dated: January 7, 2015

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RESOLUTION NO. 01:07:15 – 2

RE: Appointment of the Registrar & Deputy Registrar of Vital Statistics

COUNCILMAN BATTAGLINI offers the following and moves for its adoption:

WHEREAS, the Town Board is authorized under the Town Law to make appointments and set salaries; now therefore be it

RESOLVED, that the following appointments are hereby authorized and approved:

Registrar of Vital Statistics

Town Clerk \$ 1,500.00 Annual Salary

Deputy Registrar of Vital Statistics

Deputy Clerk \$ 500.00 Annual Salary

And be it further RESOLVED, that the foregoing salary be paid from the General Fund.

Seconded SUPERVISOR ZULAUF

ROLL CALL VOTE:

Councilman Moran AYE

Councilman Stiegler AYE

Councilman Del Vecchio AYE

Councilman Battaglini AYE

Supervisor Zulauf AYE

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RESOLUTION NO. 01:07:15 – 3
RE: Appointment to Planning Board

SUPERVISOR ZULAUF offers the following and moves for its adoption:

WHEREAS, the Town Board will make appointments to the various boards; and

WHEREAS, Greg Notts term has expired, creating a vacancy with a term that expired 12/31/12; now therefore be it

RESOLVED, that the Town Board hereby makes the following appointments to be effective immediately:

Planning Board – Doug Florance term to expire 12/31/19; and be it further

RESOLVED, that all appointments are contingent upon completion and submissions of the new Disclosure of Interest Statement pursuant to Chapter 19, Section 19-9 of Town Code unless already on file and information has not changed; and be it further

RESOLVED, that all appointees shall file their Oath of Office with the Town Clerk of the Town of Beekman prior to serving their term.

Seconded COUNCILMAN DEL VECCHIO

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ROLL CALL VOTE:

Councilman Moran AYE
Councilman Stiegler AYE
Councilman Del Vecchio AYE
Councilman Battaglini AYE
Supervisor Zulauf AYE

Dated: January 7, 2015

RESOLUTION NO. 01:07:15 – 4
RE: Town Board Meeting Schedule

COUNCILMAN DEL VECCHIO offers the following and moves for its adoption:

Let it be RESOLVED, that the Regular Meetings of the Beekman Town Board will be conducted throughout the year 2015 at 7:00 PM on the first and third Wednesday of each month. The meetings will take place in the Meeting Room of the Beekman Town Hall, 4 Main Street, Poughquag, New York; and be it further

RESOLVED, should the date of such meeting fall at a time that is not possible to conduct the meeting, such as in the case of inclement weather, the meeting shall be held the following Wednesday at the same time.

Seconded COUNCILMAN BATTAGLINI

ROLL CALL VOTE:

Councilman Moran AYE
Councilman Stiegler AYE
Councilman Del Vecchio AYE
Councilman Battaglini AYE
Supervisor Zulauf AYE

Dated: January 7, 2015

RESOLUTION NO. 01:07:15 – 5
RE: Town of Beekman Office Hours and Inclement Weather Policy

COUNCILMAN MORAN offers the following and moves for its adoption:

Let it be RESOLVED, that Town Hall shall remain on a four day work week for 2015 until further notice, Monday through Thursday from 8:00 AM until 4:45PM; and be it further

RESOLVED, that the Recreation office hours for the year 2015 shall be Monday through Friday, from 9:00 AM to 4:00 PM and the Maintenance Department 8:00 AM to 4:00 PM; and be it further

RESOLVED, that the Supervisor, Deputy Supervisor, or Town Clerk shall be the individuals named to execute the inclement weather policy and that one or all of the following radio stations will be notified of delayed openings or early closings:

WCZX WHUD WPDH WRWD

And be it further RESOLVED, that notification of delayed openings or early closings can be accessed at www.cancellations.com.

Seconded SUPERVISOR ZULAUF

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ROLL CALL VOTE:

Councilman Moran AYE
Councilman Stiegler NO
Councilman Del Vecchio AYE
Councilman Battaglini AYE
Supervisor Zulauf AYE

Dated: January 7, 2015

**RESOLUTION NO. 01:07:15 – 6
RE: Newspaper Designation**

COUNCILMAN STIEGLER offers the following and moves for its adoption:

Let it be RESOLVED, that the POUGHKEEPSIE JOURNAL be named the official newspaper for the Town of Beekman.

Seconded COUNCILMAN BATTAGLINI

ROLL CALL VOTE:

Councilman Moran AYE
Councilman Stiegler AYE
Councilman Del Vecchio AYE
Councilman Battaglini AYE
Supervisor Zulauf AYE

Dated: January 7, 2015

**RESOLUTION NO.01:07:15 – 7
RE: Designation of Depositories**

COUNCILMAN BATTAGLINI offers the following and moves for its adoption:

WHEREAS, Section 64 of Town Law provides for the Town Board to designate by written resolution the banks in which certain officers shall deposit the monies coming into their hands by virtue of their offices; now therefore be it

RESOLVED, that the following bank is hereby designated the official depositories in which all monies may be deposited and invested:

M & T Bank

Seconded SUPERVISOR ZULAUF & COUNCILMAN DEL VECCHIO

ROLL CALL VOTE:

Councilman Moran AYE
Councilman Stiegler AYE
Councilman Del Vecchio AYE
Councilman Battaglini AYE
Supervisor Zulauf AYE

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**RESOLUTION NO. 01:07:15 – 8
RE: Signature Authorization on Depository Accounts**

SUPERVISOR ZULAUF offers the following and moves for its adoption:

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Let it be RESOLVED, that authorization is given to the Town Supervisor and Deputy Town Supervisor to sign signature cards and checks for the Town of Beekman; and be it further

RESOLVED, that authorization is given to Town Clerk, the Comptroller and Bookkeeper to sign signature cards and to countersign checks exceeding \$2,500.00; and be it further

RESOLVED, that two (2) signatures are required on all checks exceeding \$2,500.00, one of which needs to be either the Town Supervisor and/or the Deputy Town Supervisor.

Seconded COUNCILMAN BATTAGLINI

ROLL CALL VOTE:
Councilman Moran AYE
Councilman Stiegler AYE
Councilman Del Vecchio AYE
Councilman Battaglini AYE
Supervisor Zulauf AYE
Dated: January 7, 2015

**RESOLUTION NO. 01:07:15 – 9
RE: Mileage Compensation**

COUNCILMAN DEL VECCHIO offers the following and moves for its adoption:

WHEREAS, Town Law requires that the Town Board designate mileage compensation for official business; now therefore be it

RESOLVED, that compensation for mileage will be paid at the applicable IRS rate per mile on out of Town business, subject to prior authorization of the Town Board, excepting the Assessor, Assistant to the Building Inspector/Zoning Administrator and Dog Control Officer, who will be compensated for in Town mileage while utilizing their privately owned and insured vehicles for the performance of the duties of their office, and upon submission of the appropriate voucher, and be it further

RESOLVED, that all requests for reimbursement shall be submitted monthly and must be supported by an itemized statement showing the Town business conducted in connection with each request; and be it further

RESOLVED, that all travel expense, transportation, and registration expense will be reimbursed following prior authorization by the Town Board on out of town attendance at meetings.

Seconded SUPERVISOR ZULAUF & COUNCILMAN MORAN

ROLL CALL VOTE:
Councilman Moran AYE
Councilman Stiegler AYE
Councilman Del Vecchio AYE
Councilman Battaglini AYE
Supervisor Zulauf AYE
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**RESOLUTION NO. 01:07:15 – 10
RE: Associations of Towns - Naming of Delegate to Town of Beekman**

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COUNCILMAN MORAN offers the following and moves for its adoption:

WHEREAS, the Annual Association of Towns conference will be held on February 15-18, 2015; now therefore be it

RESOLVED, that the Town Supervisor, be designated as the Delegate of the Town and Andrew Forman, Comptroller, be designated as the alternate delegate.

Seconded COUNCILMAN DEL VECCHIO

ROLL CALL VOTE:

Councilman Moran	AYE
Councilman Stiegler	AYE
Councilman Del Vecchio	AYE
Councilman Battaglini	AYE
Supervisor Zulauf	AYE

Dated: January 7, 2015

**RESOLUTION NO. 01:07:15 – 11
RE: Setting Date for Grievance Day**

COUNCILMAN STIEGLER offers the following and moves for its adoption:

WHEREAS, the Town Board is authorized under Town Law to set grievance days; and

WHEREAS, Town of Beekman and Town of Dover Assessor’s Offices need to coordinate days; now therefore be it

RESOLVED, that Town of Beekman Grievance Day be held on the 1st Wednesday after the 4th Tuesday in May; and be it further

RESOLVED, that Grievance Day for 2015 will be held on May 27, 2015.

Seconded SUPERVISOR ZULAUF

ROLL CALL VOTE:

Councilman Moran	AYE
Councilman Stiegler	AYE
Councilman Del Vecchio	AYE
Councilman Battaglini	AYE
Supervisor Zulauf	AYE

Dated: January 7, 2015

**RESOLUTION NO. 01:07:15 – 12
RE: Authorizing Entertainment for the 2015 Egg Hunt**

COUNCILMAN BATTAGLINI offers the following and moves for its adoption:

WHEREAS, the 2015 Egg Hunt has been scheduled for March 28, 2015; and

WHEREAS, funds have been included in the 2015 Annual Budget to provide entertainment during said event; now therefore be it

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RESOLVED, that the Town Board hereby authorizes the Supervisor to enter into an agreement with “Two by Two Zoo” for an amount not to exceed \$400.00.

Seconded SUPERVISOR ZULAUF

ROLL CALL VOTE:

Councilman Moran	AYE
Councilman Stiegler	AYE
Councilman Del Vecchio	ABSTAIN
Councilman Battaglini	AYE
Supervisor Zulauf	AYE

Dated: January 7, 2015

**RESOLUTION NO. 01:07:15 – 13
RE: Adopt Law Change for ECHO Units**

SUPERVISOR ZULAUF offers the following and moves for its adoption:

WHEREAS, the Town Board is desirous in amending Local Law Chapter 155 (zoning) of the code of the Town of Beekman; and

WHEREAS, a Public Hearing was held on December 17, 2014 to hear comments in regard to the proposed changes; and

WHEREAS, the Town Board has had ample time to review the comments received at the Public Hearing; and

WHEREAS, Dutchess County Department of Planning and Development has reviewed the proposed changes, deemed the action to be a matter of local concern and returned their comments for consideration by the Town Board; now therefore be it

RESOLVED, that the Town Board hereby adopts Chapter 155, zoning particular to ECHO, Elderly Cottage Housing opportunities amendments; and be it further

RESOLVED, that this amended code be filed with the Secretary of State and the Town Clerk.

Seconded COUNCILMAN DEL VECCHIO

***Supervisor Zulauf offered a friendly amendment to add to Section C (1) General Requirements; (q) A unit shall provide ADA Accessibility as required. Change the existing (q) to (r). Roll Call Vote: Councilman Moran – Aye, Councilman Stiegler – Aye, Councilman Del Vecchio – Aye, Councilman Battaglini – Aye, Supervisor Zulauf – Aye.

ROLL CALL VOTE AS AMENDED:

Councilman Moran	AYE
Councilman Stiegler	AYE
Councilman Del Vecchio	AYE
Councilman Battaglini	AYE
Supervisor Zulauf	AYE

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**RESOLUTION NO. 01:07:15 – 14 -
RE: Approve Municipal Energy Program (MEP)**

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PULLED FROM AGENDA**

**RESOLUTION NO. 01:07:15 – 15
RE: Adopt Records and Disposition Schedule and Designate Records Management Officer**

COUNCILMAN DEL VECCHIO offers the following and moves for its adoption:

WHEREAS, records are essential to the administration of local government because they contain information that keeps government programs functioning; and

WHEREAS, a Records Management Program was established and adopted by the Beekman Town Board on February 2, 2004; and

WHEREAS, as per Article 57-A of the Arts and Cultural Affairs Law incorporates a Records and Disposition schedule, MU-1; and

WHEREAS, records will be disposed of that are described in the Records Retention and Disposition Schedule, MU-1, after they have met the minimum retention periods described therein; and

WHEREAS, only those records will be disposed of that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond established minimum periods; now therefore be it

RESOLVED, a Records Management Program shall be established under the aegis of the Town Clerk and headed by a Records Management Officer; and be it further

RESOLVED, the Town Clerk is designated as the Records Management Officer (RMO) and will be responsible for administering current and archival public records in accordance with local, state and federal laws and guidelines; and be it further

RESOLVED, by the Town Board of the Town of Beekman adopts the Records Retention and Disposition Schedule MU-1, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records and it is hereby adopted for use by all offices in legally disposing of valueless records listed herein.

Seconded SUPERVISOR ZULAUF

ROLL CALL VOTE:

Councilman Moran	AYE
Councilman Stiegler	AYE
Councilman Del Vecchio	AYE
Councilman Battaglini	AYE
Supervisor Zulauf	AYE

Dated: January 7, 2015

**RESOLUTION NO. 01:07:15 – 16
RE: Payment of Claims**

COUNCILMAN MORAN offers the following and moves for its adoption:

WHEREAS, the Comptroller has audited and approved claims pursuant to Sect. 119 of Town Law as set forth in the attached abstracts; be it

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RESOLVED, that the payment, therefore, is hereby authorized as follows:

Claims to be paid from the A-General Fund	\$65,799.16
Claims to be paid from the DA-Highway Fund	\$27,911.35
Claims to be paid from the SS – Dover Ridge Sewer	\$ 2,155.07
Claims to be paid from the SW – Dover Ridge Water	<u>\$ 1,197.20</u>
	\$97,062.78

Payroll	26	12/18/14	Paid	\$54,968.04
General Fund	\$33,570.26			
Highway Fund	\$21,397.78			

Payroll	27	12/31/14	Paid	\$53,495.32
General Fund	\$32,742.06			
Highway Fund	\$20,753.26			

Seconded COUNCILMAN DEL VECCHIO

ROLL CALL VOTE:

Councilman Moran	AYE
Councilman Stiegler	AYE
Councilman Del Vecchio	AYE
Councilman Battaglini	AYE
Supervisor Zulauf	AYE

Dated: January 7, 2015

OTHER BUSINESS:

Supervisor Zulauf announced the Beekman Library is celebrating their 50th Anniversary this year. This Saturday, January 10th at 2PM is their Birthday celebration with a ribbon cutting ceremony.

Supervisor Zulauf announced an opening on the Board of Assessment Review (BAR). If anyone is interested in serving, please contact the Secretary to the Supervisor.

GENERAL PUBLIC COMMENT:

Mike O'Brien, 1432 Clove Valley Road, addressed the Town Board this evening about his concerns with his neighbor, Rachael Rancourt, Town Clerk. He claimed that she used her position to violate the zoning code on her family owned property. Mr. O'Brien met with Supervisor Zulauf and Code Enforcement Officer, Shawn Beresford, back in October where his concerns were heard and addressed.

GENERAL BOARD COMMENT:

Councilman Del Vecchio made an announcement to keep our Town Parks safe. Please do not throw rocks onto the lake at the rec, do not skateboard in the pavilion or gazebo or utilize other park property inappropriately.

Supervisor Zulauf announced the next Town Board meeting is January 21, 2015 at 7:00PM.

At 7:39PM Supervisor Zulauf made the motion to move to Executive Session for discussions relating to proposed, pending or current litigation seconded by Councilman Stiegler, All in Favor.

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At 8:09PM, the Board returned from Executive Session taking the following action: Councilman Del Vecchio offers the following and moves for its adoption: WHEREAS, the matter of application for Deer Hollow Farm LLC and or Ferme Farm LLC as petitioner against Town of Beekman and Arlington Central School District currently pending in Dutchess County Supreme Court in a tax certiorari matter; NOW THEREFORE BE IT RESOLVED, the Town Attorney is authorized to take steps necessary to settle and resolve this matter in connection with a consent Judgment to be submitted to the court for approval. Supervisor Zulauf seconded, All in favor.

ADJOURN:

At 8:10PM with no further business to conduct, Councilman Moran made the motion to adjourn the meeting. All in favor.

RESPECTFULLY SUBMITTED,

RACHAEL RANCOURT
TOWN CLERK