

TOWN OF BEEKMAN
TOWN BOARD MEETING - Agenda
December 7, 2016

7:00PM

- Meeting called to order
- Pledge of Allegiance
- Administrative Announcement--Fire Exits

REGULAR TOWN BOARD MEETING

- Public Comment on Agenda Items and Resolutions

RESOLUTIONS

1. Approval of November 16, 2016 Town Board Minutes
 2. Authorize Senior Holiday Party
 3. Lift Moratorium to Dover Ridge Sewer System
 4. Authorize Maintenance Bond Return for Dedicated Roads in Beekman Chase
 5. Appointment of Lauren Laurita to Permanent Position of Recreation Assistant/Activity Director
 6. Set Town Board Meeting Schedule for 2017
 7. Approve Salary and Wage Schedule for 2017
 8. Office Hours and Inclement Weather Policy
 9. Designate Holidays for 2017
 10. Approve Contracts for Recreation Program Contractors
 11. Approve Department of Rec and Parks 2017 Policies and Procedures for Use of Facilities
 12. Approve 2017 Beekman Rec Parks Fee Schedule
 13. 2015 Budget Adjustment - **PULLED**
 14. Authorize Purchase of Trucks
 15. Dover Ridge Water & Sewer District Repayment - **PULLED**
 16. Payment of Claims
- Other Town Board Business
 - General Public Comment
 - General Board Comment
 - Executive Session
 - Next Town Board Meeting: Wednesday December 21, 2016 at 7:00PM

RESOLUTION NO. 12:07:16 – 1
RE: Approval of Past Town Board Minutes

_____ offers the following and moves for its adoption:

WHEREAS, Town Clerk Rachael Rancourt has provided copies of the minutes of the November 16, 2016 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 November 16, 2016 Town Board Meeting.

Seconded _____

ROLL CALL VOTE:

Councilwoman Covucci
Councilman Stiegler
Councilman Del Vecchio
Councilman Battaglini
Supervisor Zulauf

Dated: December 7, 2016

RESOLUTION NO. 12:07:16 – 2
RE: Authorize Senior Holiday Party

_____ offers the following and moves for its adoption:

WHEREAS, there is a Senior Holiday Party planned at the Links on December 12, 2016; and

WHEREAS, 71 seniors have paid a fee of \$28 each for a total collected of \$1,988; and

WHEREAS, 71 seniors and 2 staff people will be attending, with a fee of \$26.00 per person going to the Links for a total of \$1898 and the remaining going to entertainment; and

WHEREAS, entertainment for the party is provided by Ann Teed at a cost of \$150.00; and

WHEREAS, that amount is available in the balance left from the fees collected from the seniors for this party and for their previous parties; now therefore be it

RESOLVED, the Town Board authorizes the Comptroller to collect the money and pay the Links; and be it further

RESOLVED, the Supervisor is hereby authorized to enter into an agreement with the Links for the amount of \$1,898, and with Ann Teed for music in an amount not to exceed \$150.00.

Seconded _____

ROLL CALL VOTE:

Councilwoman Covucci
Councilman Stiegler
Councilman Del Vecchio
Councilman Battaglini
Supervisor Zulauf

Dated: December 7, 2016

RESOLUTION NO. 12:07:16 – 3
RE: Lift Moratorium to Dover Ridge Sewer System

_____ offers the following and moves for its adoption:

WHEREAS, a moratorium was imposed to the Dover Ridge Sewer District on June 21, 2004;
and

WHEREAS, the moratorium was in place to prevent additional hook-ups to the Dover Ridge
Sewer System while the Sewer System was being renovated; and

WHEREAS, the renovations were completed in 2007; and

WHEREAS, the Town Engineer, Jon Bodendorf, has reviewed this moratorium, has reviewed
the potential for future hook-ups to the Sewer System, has spoken with VRI and has submitted
his recommendations for the Beekman Town Board to review, now therefore be it

RESOLVED, that the moratorium to the Dover Ridge Sewer District be lifted.

Seconded_____

ROLL CALL VOTE:

Councilwoman Covucci
Councilman Stiegler
Councilman Del Vecchio
Councilman Battaglini
Supervisor Zulauf

Dated: December 7, 2016

RESOLUTION NO. 12:07:16 – 4

RE: Authorize Maintenance Bond Return for Dedicated Roads in Beekman Chase

_____ offers the following and moves for its adoption:

WHEREAS, on or about September 10, 2008, the Town of Beekman Planning Board approved a subdivision known as the Martin Road Development in the Town of Beekman, County of Dutchess, State of New York; and

WHEREAS, by Resolution 12:02:15-2 (154) the Town accepted for dedication the real property interest forming the public roads now known as Heather Drive and Faye Court; and

WHEREAS, in conformance with Town Code, upon dedication of the roads, the developer posted a maintenance bond to secure any future maintenance of the dedicated roads; and

WHEREAS, the developer has requested a return of the maintenance bond in the amount of \$111,054.19 posted for the construction of the roads, since the roads have been dedicated to the Town; and

WHEREAS, the Town Engineer has reviewed the request and consented to the request of the developer; now therefore be it

RESOLVED, that the Town Board approves the request of Toll Brothers, Inc. for the return and release of the bond originally posted by Toll Brothers, Inc. for the construction of the roads now known and Heather Drive and Faye Court only in the amount of \$111,054.19.

Seconded _____

ROLL CALL VOTE:

Councilwoman Covucci
Councilman Stiegler
Councilman Del Vecchio
Councilman Battaglini
Supervisor Zulauf

Dated: December 7, 2016

RESOLUTION NO. 12:07:16 – 5
**RE: Appointment of Lauren Laurita to Permanent Position of Recreation
Assistant/Activity Director**

_____ offers the following and moves for its adoption:

WHEREAS, Lauren Laurita was appointed Temporary Recreation Assistant on August 10, 2016;
and

WHEREAS, Recreation Director Jeanne Scigliano has recommended Lauren Laurita to become
a permanent Recreation Assistant; and

WHEREAS, Town Law states that the Town Board shall make appointments and set salaries;
and

WHEREAS, funding for this position has been accounted for in the 2017 Budget; now therefore
be it

RESOLVED, that the Town Board appoints Lauren Laurita to a permanent Recreation Assistant
position as of January 1, 2017 at the same rate of pay of \$16 per hour.

Seconded _____

ROLL CALL VOTE:
Councilwoman Covucci
Councilman Stiegler
Councilman Del Vecchio
Councilman Battaglini
Supervisor Zulauf

Dated: December 7, 2016

RESOLUTION NO. 12:07:16 – 6
RE: Set Town Board Meeting Schedule for 2017

_____ offers the following and moves for its adoption:

Now therefore be it RESOLVED, that the Regular Meetings of the Beekman Town Board will be conducted throughout the year 2017 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 on a holiday or 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 and location.

Seconded _____

ROLL CALL VOTE:

Councilwoman Covucci

Councilman Stiegler

Councilman Del Vecchio

Councilman Battaglini

Supervisor Zulauf

Dated: December 7, 2016

RESOLUTION NO. 12:07:16 – 7
RE: Approve Salary and Wage Schedule for 2017

_____ offers the following and moves for its adoption:

WHEREAS, the Town Board is authorized to set salaries and wages; now therefore be it

RESOLVED, that the salaries of elected officials and hourly wages and salaries of employees of the Town are hereby fixed for the 2017 year as follows:

Supervisor \$20,458.14
Secretary to the Supervisor \$34,333.20
Deputy Supervisor No Annual Salary
Town Board \$7,521.64
Town Clerk \$60,314.61
Deputy Town Clerk (part time) \$16,948.62
Receiver of Taxes \$38,333.70
Town Justices \$13,978.11
Typist: Planning/Zoning Boards \$15.48 per hour
Comptroller \$64,532.36
Bookkeeper \$16 per hour
Justice Clerks \$52,379.77 (CSEA)
Deputy Building Inspector \$34.50 per hour (CSEA)
Legislative Aide \$40,325.90 (CSEA)
Dog Control Officer \$17,284.31 (CSEA)
Maintenance Mechanic \$63,672.48 (CSEA)
Maintenance Worker \$18.47 (CSEA)
Seasonal Laborer (Maintenance) \$12.50 per hour
Recreation Director \$57,000
Recreation Assistant/Assistant to the Recreation Director \$16.13 per hour
Recreation Assistant/Activity Director \$16 per hour
Recreation Assistant/Activity Coordinator – Senior Program \$21.59 per hour
Recreation Assistant/Activity Supervisor – Senior Program \$16.15
Seasonal Recreation Staff (\$9.70 -\$17.25) as per attached wage matrix approved by the Recreation Advisory Committee
Secretary to the Recreation Advisory Committee \$13.00 per hour
Superintendent of Highway \$68,307.77
Assistant to the Superintendent of Highway \$ 15.81 per hour
Deputy Highway Superintendent \$ 170.00 per diem
Working Foreman \$ 29.65 per hour (Teamsters)
Automotive Mechanic \$29.20 per hour (Teamsters)
Heavy Motor Equipment Operator \$29.20 per hour (Teamsters)
Seasonal Snowplow Wingman \$ 15.00 per hour
Seasonal Snowplower, Non-CDL \$18.00 per hour
Seasonal Snowplower, CDL \$ 27.52

And be it further RESOLVED, CSEA and Teamster hourly rates are subject to change based on future contract negotiations.

Seconded_____

ROLL CALL VOTE:

Councilwoman Covucci

Councilman Stiegler

Councilman Del Vecchio

Councilman Battaglini

Supervisor Zulauf

Dated: December 7, 2016

RESOLUTION NO. 12:07:16 – 8
RE: Office Hours and Inclement Weather Policy

_____ offers the following and moves for its adoption:

Now therefore be it RESOLVED, that Town Hall office hours for the year 2017 shall be Monday through Thursday from 8:00 AM until 4:45PM; and be it further

RESOLVED, that the Recreation office hours for the year 2017 shall be Monday through Friday, from 9:00 AM to 4:00 PM; and be it further

RESOLVED, that the Maintenance Department hours for the year 2017 shall be Monday through Friday from 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 all of the following radio stations will be notified of delayed openings or early closings:

Pamal Broadcasting which includes WSPK (104.7), WHUD, (100.7), WXPB (107.1), WBPM (92.9), WBNR (1260AM) and the Cumulus of the Hudson Valley stations; and be it further

RESOLVED, that notification of delayed openings or early closings can be accessed at www.cancellations.com and on the main page of the Town of Beekman website.

Seconded _____

ROLL CALL VOTE:
Councilwoman Covucci
Councilman Stiegler
Councilman Del Vecchio
Councilman Battaglini
Supervisor Zulauf

Dated: December 7, 2016

RESOLUTION NO. 12:07:16 – 9
RE: Designate Holidays for 2017

_____ offers the following and moves for its adoption:

WHEREAS, the Holiday Schedule is noted in 3.1.1 of the Town of Beekman Employment Practices Compliance Manual; and

WHEREAS, the Town Board is desirous in setting the holiday observance schedule for 2017; now therefore be it

RESOLVED, that the following holidays shall be observed in 2017 for the Non-CSEA personnel of the Town working a 4 day Monday - Thursday work week:

New Year's Day	January 2, 2017
Martin Luther King Day	January 16, 2017
President's Day	February 20, 2017
Easter Monday	April 17, 2017 *
Memorial Day	May 29, 2017
Independence Day	July 4, 2017
Labor Day	September 4, 2017
Columbus Day	October 9, 2017
Day before Thanksgiving	November 22, 2017 **
Thanksgiving Day	November 23, 2017
Christmas Day	December 25, 2017

*Veterans Day is a Saturday in 2017 and nationally celebrated on Friday November 10, 2017, a day the Town Hall offices are already closed, therefore Easter Monday will be observed in 2017.

**The Town Hall offices are closed on Fridays, the Day after Thanksgiving, therefore the Day before Thanksgiving will instead be observed.

The two additional holidays as per the Compensation and Benefits Manual, will be given as floating holidays in 2017. These days will be scheduled and approved in advance and must be used in the calendar year in which it is given.

And be it further

RESOLVED, that the following holidays will be observed for the Recreation Department working a 5 day work week in 2017:

New Year's Day	January 2, 2017
Martin Luther King Day	January 16, 2017
President's Day	February 20, 2017

Memorial Day	May 29, 2017
Independence Day	July 4, 2017
Labor Day	September 4, 2017
Columbus Day	October 9, 2017
Veterans Day	November 10, 2017
Thanksgiving	November 23, 2017
Day after Thanksgiving Day	November 24, 2017
Christmas Day	December 25, 2017

The two additional holidays as per the Compensation and Benefits Manual, will be given as floating holidays in 2017. These days will be scheduled and approved in advance and must be used in the calendar year in which it is given.

And be it further

RESOLVED, that members of Teamster 456 will follow the holidays governed by the Teamsters Contract; and be it further

RESOLVED, that members of the CSEA Bargaining Unit will follow holidays governed by the CSEA contract. The two additional holidays as per the CSEA Agreement will be given as floating holidays in 2017. These days will be scheduled and approved in advance and must be used in the calendar year in which it is given

Seconded _____

ROLL CALL VOTE:

Councilwoman Covucci
 Councilman Stiegler
 Councilman Del Vecchio
 Councilman Battaglini
 Supervisor Zulauf

Dated: December 7, 2016

RESOLUTION NO. 12:07:16 – 10
RE: Approve Contracts for Program Contractors

_____ offers the following and moves for its adoption:

WHEREAS, the Town Board of the Town of Beekman has the ability to approve Program Service Provider Contracts for various services provided to the residents of Beekman; and

WHEREAS, the Town Board has had sufficient time to review these attached contracts; now therefore be it

RESOLVED, the Town Board hereby adopts the attached contracts for Service Providers to the Town of Beekman.

Seconded _____

ROLL CALL VOTE:

Councilwoman Covucci
Councilman Stiegler
Councilman Del Vecchio
Councilman Battaglini
Supervisor Zulauf

Dated: December 7, 2016

RESOLUTION NO. 12:07:16 – 11

RE: Approve Department of Recreation and Parks 2017 Policies and Procedures for Use of Facilities

_____ offers the following and moves for its adoption:

WHEREAS, the Town Board of the Town of Beekman has the ability to adopt Town policies and procedures; and

WHEREAS, the Recreation Committee and the Director of Recreation has submitted new suggestions and recommendations; and

WHEREAS, the Town Board has had sufficient time to review the attached policies and procedures; now therefore be it

RESOLVED, that the Town Board hereby adopts the attached Recreation and Parks 2017 Policies and Procedures for Use of Facilities.

Seconded _____

ROLL CALL VOTE:

Councilwoman Covucci

Councilman Stiegler

Councilman Del Vecchio

Councilman Battaglini

Supervisor Zulauf

Dated: December 7, 2016

RESOLUTION NO. 12:07:16 – 12
RE: Approve 2017 Beekman Recreation Parks Fee Schedule

_____ offers the following and moves for its adoption:

WHEREAS, the Recreation Director has proposed the attached fee schedule for the 2017 season;
and

WHEREAS, the Recreation Advisory Committee has reviewed the same, and recommended its
adoption to the Town Board; and

WHEREAS, the Town Board has itself reviewed the attached fee schedule, and finds it to be in
order; now therefore be it

RESOLVED, that the Beekman Town Board hereby adopts the 2017 Recreation fees proposed
by the Recreation Advisory Committee as attached hereto.

Seconded _____

ROLL CALL VOTE:

Councilwoman Covucci
Councilman Stiegler
Councilman Del Vecchio
Councilman Battaglini
Supervisor Zulauf

Dated: December 7, 2016

RESOLUTION NO. 12:07:16 – 13 - PULLED
RE: 2015 Budget Adjustment

_____ offers the following and moves for its adoption:

WHEREAS, on November 19, 2014, the Beekman Town Board adopted the 2015 Highway Fund Budget which included a line item named Transfer to Reserve for Highway Equipment - \$25,000. The intention was to create a Reserve Fund in 2015 for replacing Highway Department equipment.

WHEREAS, the Reserve Fund was never established due to continuously inclement weather in the winter months of 2015. The Comptroller determined that the line item for Snow Removal PS in the Highway Fund was being exhausted and therefore needed to be adjusted accordingly, but was never provided for Town Board approval; now therefore be it

RESOLVED, that the following Highway Fund (DA) budget adjustment of transferring \$25,000 from line item Transfer to Reserve for Highway Equipment to line item Snow Removal PS be approved as follows:

DR DA.5142.0100 - Snow Removal PS (\$25,000)

CR DA.9950.0200 – Transfer, Capital Projects Fund (\$25,000)

Seconded _____

ROLL CALL VOTE:

Councilwoman Covucci

Councilman Stiegler

Councilman Del Vecchio

Councilman Battaglini

Supervisor Zulauf

Dated: December 7, 2016

RESOLUTION NO. 12:07:16 – 14
RE: Authorize Financing and Purchase of Trucks for Maintenance and Highway Departments

_____ offers the following and moves for its adoption:

WHEREAS, the Maintenance Department has a dump truck that is in disrepair and the Highway Department has a pickup truck that is in disrepair, which both trucks are essential in both departments; and

WHEREAS, repair of these aging trucks is no longer cost effective; and

WHEREAS, both the Maintenance Department and Highway Department have identified trucks similar to those in disrepair; and

WHEREAS, the Town Attorney has reviewed the contracts for the 2016 dump truck and a 2016 pickup truck; and

WHEREAS, funds have been allotted for in the 2017 budget; now therefore be it

RESOLVED, that the Maintenance Vehicle, 2016 Dodge Ram 3500 VIN #3C7WRTAJ3GG303727 and the Highway Vehicle, 2016 Dodge Ram 3500 VIN #3C63R3AJ0GG128568 are located at Robert Green Truck, Rock Hill, New York 12775; and be it further

RESOLVED, that the Town Supervisor is hereby authorized and directed to execute the lease/purchase agreement to execute any related financing and lien documentation with M&T Bank as per the attached.

Seconded _____

ROLL CALL VOTE:
Councilwoman Covucci
Councilman Stiegler
Councilman Del Vecchio
Councilman Battaglini
Supervisor Zulauf

Dated: December 7, 2016

RESOLUTION NO. 12:07:16 – 15 - PULLED
RE: Dover Ridge Water & Sewer District Repayment

RESOLUTION NO. 12:07:16 – 16
RE: Payment of Claims

_____ 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

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

Claims to be paid from the A-General Fund	\$ 258,776.59
Claims to be paid from the DA-Highway Fund	\$ 12,990.80
Claims to be paid from the SS – Dover Ridge Sewer District Fund	\$ 5,581.32
Claims to be paid from the SW – Dover Ridge Water District Fund	\$ 197.20
Claims to be paid from the T-Trust & Agency Fund	<u>\$.00</u>
	\$277,545.91

Payroll	24	12/1/2016	Paid	\$ 58,416.77
General Fund				\$ 35,680.41
Highway Fund				\$ 22,736.36

Seconded _____

ROLL CALL VOTE:

Councilwoman Covucci
Councilman Stiegler
Councilman Del Vecchio
Councilman Battaglini
Supervisor Zulauf

Dated: December 7, 2016