

**TOWN OF BEEKMAN  
TOWN BOARD MEETING - Agenda  
December 18, 2019**

**7:00 PM**

- 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 December 11, 2019 Minutes
  2. Appointment of the Registrar & Deputy Registrar of Vital Statistics
  3. Award Proposal for TCP Public Water System Improvements
  4. Appoint Sarah Davis as Chair of the ZBA
  5. Approve Salary and Wage Schedule for 2020
  6. Set Town Board Meeting Schedule for 2020
  7. Establish the standard work week for 2020
  8. Approve 2020 Beekman Recreation and Parks Fee Schedule
  9. Accept Insurance Proposal and Execute and Agreement for Liability Insurance Coverage for 2020
  10. Payment of Claims
- 
- Other Town Board Business
  - General Public Comments
  - General Board Comments
  - Executive Session
- 
- **Next Town Board Meetings:**
    - **Reorganizational Meeting:** Tuesday, January 14, 2020 at 7:00 PM
    - **Regular Town Board Meeting:** Tuesday, January 28, 2020 at 7:00 PM

**RESOLUTION NO. 12:18:19 – 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 December 11, 2019 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 11, 2019 Town Board Meeting.

**Seconded:**

ROLL CALL VOTE:

Councilman Battaglini

Councilman Stiegler

Councilman Swartz

Councilwoman Woehrman

Supervisor Covucci

Dated: December 18, 2019

**RESOLUTION NO. 12:18:19 – 2**

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

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           \$ 1,508.00 Annual Salary

Deputy Registrar of Vital Statistics

Deputy Clerk         \$ 520.00 Annual Salary

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

**Seconded:**

ROLL CALL VOTE:

Councilman Battaglini

Councilman Stiegler

Councilman Swartz

Councilwoman Woehrman

Supervisor Covucci

Dated: December 18, 2019

**RESOLUTION NO. 12:18:19 – 3**  
**RE: Award Proposal for TCP Public Water System Improvements**

offers the following and moves for its adoption:

**WHEREAS**, the Town of Beekman solicited proposals for Town Center Park Public Water System Improvements; and

**WHEREAS**, four proposals were received by the Town deemed responsive and complete; and

**WHEREAS**, the proposals were opened and read publicly on November 27, 2019 at 3:00 pm; and

**WHEREAS**, the Town has determined that the lowest responsive proposal received was from Ecotec Environmental Services in the amount of \$15,301.94; and

**WHEREAS**, this proposal was reviewed by the Town Engineer, and his recommendations are attached; now therefore be it

**RESOLVED**, that the proposal from Ecotec Environmental Services at a cost not to exceed \$15,310.94 be accepted for the Town Center Park Public Water System Improvements.

**Seconded:**

ROLL CALL VOTE:

Councilman Battaglini

Councilman Stiegler

Councilman Swartz

Councilwoman Woehrman

Supervisor Covucci

Dated: December 18, 2019

**RESOLUTION 12:18:19-4**  
**RE: APPOINT SARAH DAVIS CHAIR OF THE ZONING BOARD OF APPEALS**

offers the following and moves for its adoption:

**WHEREAS**, the Town Board will make appointments to the various boards; now therefore be it

**RESOLVED**, that the following appointment be made:

Appoint Sarah Davis as Chair of the Zoning Board of Appeals with a term to expire December 31, 2021. And be it further

**RESOLVED**, that all appointments are contingent upon completion and submission of the Disclosure of Interest Statement pursuant to Chapter 19-9 of the Town Code, unless already on file and the 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:**

ROLL CALL VOTE:

Councilman Battaglini

Councilman Stiegler

Councilman Swartz

Councilwoman Woehrman

Supervisor Covucci

Dated: December 18, 2019

**RESOLUTION 12:18:19 - 5**  
**RE: Approve Salary and Wage Schedule for 2020**

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 2020 year as follows:

Supervisor	\$20,436.00
Confidential Secretary to the Supervisor	\$32,344.00
Deputy Supervisor	\$ 1,950.00
Town Board	\$ 7,514.00
Town Clerk	\$52,260.00
Deputy Town Clerk	\$19.00 per hour
Receiver of Taxes	\$21,268.00
Deputy Receiver of Taxes	\$ 00
Town Justices	\$13,962.00
Typist: Planning/Zoning Boards	\$15.79 per hour
Bookkeeper	\$30.00 per hour
Justice Clerks	\$55,498.64 (CSEA)
Building Inspector II	\$36.55 per hour
Secretary to the Planning and Zoning Board of Appeals	\$18.30 per hour (CSEA)
Account Clerk	\$21.00 per hour
Record Clerk	\$19.00 per hour
Maintenance Mechanic	\$67,463.75 (CSEA contract)
Maintenance Worker	\$19.57 (CSEA contract)
Seasonal Maintenance Helper	\$15.00 per hour
Recreation Director	\$58,136
Recreation Assistant/Assistant to the Recreation Director	\$16.76 per hour
Recreation Assistant/Activity Director	\$16.58 per hour
Recreation Assistant/Activity Coordinator – Senior Program	\$22.03 per hour
Recreation Assistant/Activity Supervisor – Senior Program	\$16.48 per hour
Seasonal Recreation Staff	(\$11.70 -\$17.60) per hour
Secretary to the Recreation Advisory Committee	\$13.26 per hour

**RESOLUTION 12:18:19 – 5 (cont'd)**  
**RE: Approve Salary and Wage Schedule for 2020**

Superintendent of Highway	\$74,776.00	
Assistant to the Superintendent of Highway		\$16.76 per hour
Deputy Highway Superintendent		\$ 00 per Diem
Working Foreman		\$30.86 per hour
Automotive Mechanic		\$30.39 per hour
Heavy Motor Equipment Operator		\$30.39 per hour
Heavy Motor Equipment Operator (New Hire)		\$24.41 per hour
Seasonal Snowplow Wingman		\$15.00 per hour
Seasonal Snowplow, Non-CDL		\$18.00 per hour
Seasonal Snowplow, CDL		\$27.52 per hour

**Seconded:**

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Wohrman

Supervisor Covucci

Dated: December 18, 2019

**RESOLUTION 12:18:19 - 6**  
**RE: Set Town Board Meeting Schedule for 2020**

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 2020 at 7:00 PM on the second and fourth Tuesday 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 Tuesday at the same time and location; and be it further

**RESOLVED**, that for the month of January, the reorg meeting will take place on January 14, 2020 and the first regular Town Board meeting will be held January 28, 2020.

**Seconded:**

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Woehrman

Supervisor Covucci

Dated: December 18, 2019

**RESOLUTION NO. 12:18:19 – 7**

**RE: The Town Board Establishing the Standard Work Week for the Year 2020**

offers the following and moves for its adoption:

**BE IT RESOLVED**, that the Town Board of the Town of Beekman hereby designates the following as the standard work week for the Town of Beekman for the year 2020:

Town Hall & Recreation Department	Monday – Friday: 9:00 a.m. to 4:00 p.m.
Maintenance Department	Monday – Friday: 8:00 a.m. to 4:00 p.m.
Town Court	Monday – Friday: 9:00 a.m. to 4:00 p.m.
Highway	In accordance with Collective Bargaining Agreement
Summer Schedule begins 4/12/20 -	Monday – Thursday: 6:00 a.m. to 4:30 p.m.
Winter Schedule begins 11/22/20 -	Monday – Friday: 8 consecutive hours

**BE IT FURTHER RESOLVED**, that the Supervisor shall notify the effected employees and the bargaining unit as required by their respective collective bargaining agreements.

**Seconded:**

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Woehrman

Supervisor Covucci

Dated: December 18, 2019

**RESOLUTION NO. 12:18:19 – 8**

**RE: Approve 2020 Beekman Recreation and Parks Fee Schedule**

offers the following and moves for its adoption:

**WHEREAS**, the Town Board of the Town of Beekman has the ability to adopt a Recreation and Parks Fee Schedule; and

**WHEREAS**, the Recreation Advisory 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 Recreation and Parks Fee Schedule; now therefore be it

**RESOLVED**, that the Town Board hereby adopts the attached Recreation and Parks Fee Schedule for 2020.

**Seconded:**

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Wohrman

Supervisor Covucci

Dated: December 18, 2019

**RESOLUTION NO. 12:18:19 - 9**

**RE: Accept Insurance Proposal and Execute an Agreement for Liability Insurance Coverage for the Town of Beekman through New York Municipal Insurance Reciprocal (NYMIR) for the Policy Period January 1, 2020 to December 31, 2020**

offers the following and moves for its adoption

**WHEREAS**, the insurance proposal was reviewed by the Town Supervisor and the Bookkeeper and it was determined that the policy offered through NYMIR provided the insurance coverage and premium costs that were acceptable to the Town of Beekman and that there is sufficient money budgeted in the Town's 2020 budget to provide for said insurance coverage; and

**WHEREAS**, said agreement needed to be signed before year end,

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Town Board of the Town of Beekman does hereby authorize the Town Supervisor to execute all documents required to provide insurance coverage to the Town of Beekman through New York Municipal Insurance Reciprocal (NYMIR) for the policy term January 1, 2020 through December 31, 2020.

**Seconded:**

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Woehrman

Supervisor Covucci

Dated: December 18, 2019

**RESOLUTION NO. 12:18:19 – 10**  
**RE: Payment of Claims**

offers the following and moves for its adoption:

**WHEREAS**, the Bookkeeper 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	\$ 155,145.41
Claims to be paid from the DA-Highway Fund	\$ 143,881.02
Claims to be paid from the SS – Dover Ridge Sewer	\$ 12,226.77
Claims to be paid from the SW – Dover Ridge Water	\$ 9,368.40
Claims to be paid from the T-Trust & Agency Fund	<u>\$ 2,447.50</u>
	<u>\$ 323,069.10</u>

**Payroll #24** Paid on 11/28/19

General Fund	\$ 31,575.60
Highway Fund	<u>\$ 25,620.37</u>
	<u>\$ 57,195.97</u>

**Payroll #25** Paid on 12/12/19

General Fund	\$ 30,811.30
Highway Fund	<u>\$ 41,801.82</u>
	<u>\$ 72,613.12</u>

**Seconded:**

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Woehrman

Supervisor Covucci

Dated: December 18, 2019