

**TOWN OF BEEKMAN**  
**TOWN BOARD MEETING - Agenda**  
**December 19, 2018**

**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 November 28, 2018 Minutes
  2. Authorizing 2018 Year End Government Funds Advances For The Town Of Beekman
  3. Approve Town of Beekman Budget Revisions for the Month of November 2018
  4. Designation of Depositories
  5. Acceptance of Donations from Residents to the Recreation Department
  6. Amend 2019 Holidays
  7. Signature Authorization on Depository Accounts
  8. Ratify Teamsters Local 456 Contract
  9. Adopting a Town-Wide Rental Agreement for the Use of Town Property
  10. Approve Salary and Wage Schedule for 2019
  11. Enter into Membership with Spain Agency to become a Self-insurer as to Workers' Compensation Board
  12. Re-Appoint Receiver of Taxes
  13. Approve 2019 Beekman Recreation and Parks Fee Schedule
  14. Payment of Claims
- Other Town Board Business
  - General Public Comments
  - General Board Comments
  - **Next Town Board Meetings:**
    - Reorganizational Meeting: Wednesday, January 9, 2019 at 7:00 PM
    - Regular Town Board Meeting: Wednesday, January 16, 2019 at 7:00 PM

**RESOLUTION NO. 12:19:18 – 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 28, 2018 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 28, 2018 Town Board Meeting.

**Seconded:**

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Wohrman

Supervisor Covucci

Dated: December 19, 2018

**RESOLUTION 12:19:18-2**

**RE: AUTHORIZING 2018 YEAR END GOVERNMENT FUNDS ADVANCES FOR THE TOWN OF BEEKMAN**

offers the following and moves for its adoption:

**WHEREAS**, New York State General Municipal Law Section 9-a provides for Inter-Fund Advances; and

**WHEREAS**, there are governmental funds in the Town of Beekman in need of monies for year-end cash flow for expenditures.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Beekman approves the Inter-Fund Maximum Advances as follows with principal and interest to be repaid pursuant to provisions in the General Municipal Law.

<u>RECEIVING FUND</u>	<u>ADVANCING FUND</u>	<u>AMOUNT</u>
Town of Beekman Highway Fund	General Fund	\$100,000.00
Gardner Hollow Bridge Capital Fund	General Fund	\$ 10,000.00

**Seconded:**

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Woehrman

Supervisor Covucci

Dated: December 19, 2018

**RESOLUTION NO. 12:19:18 – 3**  
**RE: APPROVE TOWN OF BEEKMAN BUDGET REVISIONS FOR**  
**MONTH OF NOVEMBER 2018**

offers the following and moves for its adoption:

**WHEREAS**, the Town of Beekman’s Accounting Office recommends certain budget revisions based on department requests and/or the Accounting Office review and analysis of expenditures or revenues

**NOW, therefore, be it resolved** that the following itemized revisions are approved by the Town of Beekman Town Board for November 2018 identified as Budget Revision Number 2018-11.

**GENERAL FUND**

<u>Revision #</u>	<u>Account Title</u>	<u>Accounts</u>	<u>\$ Increase</u>	<u>\$ Decrease</u>
2018-11-01	Justice Court Equipment	A-1110-0200	1,216.00	
	Justice Court Supplies	A-1110-0401	115.00	
	Justice Court Security	A-1110-0413	669.00	
	Town Justice Expense	A-1110-0400		1,330.00
	Court Overtime	A-1110-0103		670.00
	- Transfer Court Expense			
2018-11-02	Assessor Software	A-1335-0460	215.00	
	Assessor Expense	A-1335-0400		215.00
	- Transfer for Software Expense			
2018-11-03	Town Clerk Expense	A-1410-0400	162.00	
	Code Maintenance	A-1410-0450	1,195.00	
	Clerk Software	A-1410-0460	1,400.00	
	Clerk Dues	A-1410-0403		1,676.00
	Town Board Expense	A-1010-0400		1,081.00
	- Transfer for Town Clerk Expenses			
2018-11-04	Central Copier Supplies	A-1670-0410	1,045.00	
	Central Advertising	A-1670-0490	955.00	
	Building Expense	A-1620-0400		2,000.00
	- Transfer for Central Expenses			
2018-11-05	Central EDP Equipment	A-1680-0200	1,135.00	
	Central EDP Expense	A-1680-0400		1,135.00
	Transfer for Equipment			

**RESOLUTION NO. 12:19:18 – 3 (Continued)**  
**RE: APPROVE TOWN OF BEEKMAN BUDGET REVISIONS FOR**  
**MONTH OF NOVEMBER 2018**

<u>Revision #</u>	<u>Account Title</u>	<u>Accounts</u>	<u>\$ Increase</u>	<u>\$ Decrease</u>
2018-11-06	Safety Travel Expense	A-3620-0402	63.00	
	Safety Vehicle Expense	A-3620-0405	172.00	
	Code Expense	A-3620-0400		235.00
	- Transfer for Codes Expense			
2018-11-07	Hwy Office Expense	A-5010-0400	1,780.00	
	Hwy Weather Contract	A-5010-0450	1,500.00	
	Hwy Dues Expense	A-5010-0403		3,280.00
	- Transfer for Office Expenses			
2018-11-08	Aging Supplies	A-6772-0401	1,381.00	
	Aging Programs	A-6772-0411	654.00	
	Aging Consultants	A-6772-0413	2,124.00	
	Aging Trips	A-6772-0414	17,176.00	
	Senior Picnic	A-6772-0415	2,033.00	
	Aging Program Expense	A-6772-0400		23,368.00
	- Transfer for Aging Program Expense			
2018-11-09	Rec Administration Labor	A-7020-0100	269,452.00	
	Parks Labor	A-7110-0100		269,452.00
	- Transfer Labor Costs			
2018-11-10	Parks Staff	A-7110-0101	77,614.00	
	Parks Labor	A-7110-0100		77,614.00
	- Transfer Labor Costs			
2018-11-11	Lake Staff	A-7180-0112	48,878.00	
	Parks Labor	A-7110-0100		48,878.00
	- Transfer Labor Costs			
<b><u>HIGHWAY FUND</u></b>				
2018-11-12	General Labor Stipend	DA-5110-0104	400.00	
	General GHI Buyout	DA-5110-0118	3,192.00	
	General Signs Expense	DA-5110-0402	108.00	
	General Stone Expense	DA-5110-0403		3,700.00
	- Transfer for General Costs			
2018-11-13	Machinery Labor Stipend	DA-5130-0104	100.00	
	Machinery Uniform Expense	DA-5130-0401	282.00	
	Machinery Overtime	DA-5130-0103		382.00
	- Transfer for Machinery Costs			

**RESOLUTION NO. 12:19:18 – 3 (Continued)**  
**RE: APPROVE TOWN OF BEEKMAN BUDGET REVISIONS FOR**  
**MONTH OF NOVEMBER 2018**

<u>Revision #</u>	<u>Account Title</u>	<u>Accounts</u>	<u>\$ Increase</u>	<u>\$ Decrease</u>
2018-11-14	Snow Labor Longevity	DA-5142-0102	832.00	
	Snow Labor Overtime	DA-5142-0103	8,768.00	
	Snow Stipend	DA-5142-0104	400.00	
	Snow Seasonal Labor	DA-5142-0116		10,000.00
	- Transfer for Labor Costs			
<b><u>DOVER RIDGE SEWER FUND</u></b>				
2018-11-15	Contractual Repairs	SS-8189-0400	6,906.00	
	Utilities	SS-8189-0420	4,800.00	
	Engineering	SS-8189-0440	750.00	
	Contract O&M	SS-8189-0450	30,000.00	
	Special Services	SS-8189-0460	5,075.00	
	Sludge Removal	SS-8189-0470	560.00	
	Other Expense	SS-8189-0480	29,665.00	
	General Govt. Services	SS-8189-0490	2,000.00	
	Sewer Expense	SS-8340-0400		79,756.00
	- Reallocate Budget Appropriations			
<b><u>DOVER RIDGE WATER FUND</u></b>				
2018-11-16	Water Utilities	SW-8340-0420	14,450.00	
	Engineering	SW-8340-0440	6,745.00	
	Contracts O&M	SW-8340-0450	8,000.00	
	Special Services	SW-8340-0460	1,775.00	
	Special Repairs	SW-8340-0470	23,600.00	
	Other Expenses	SW-8340-0480	2,280.00	
	General Govt.	SW-8340-0490	2,000.00	
	Water Expense	SW-8340-0400		28,850.00
	Misc Expense	SW-8389-0400		15,000.00
	Fund Balance Appropriations	9910-	15,000.00	
	- Reallocate Appropriations and Provide Extra Funding			

**Seconded:**

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Wohrman

Supervisor Covucci

Dated: December 19, 2018

**RESOLUTION 12:19:18-4**  
**RE: Designation of Depositories**

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; now therefore be it

**RESOLVED**, that any commercial bank conducting business in the State of New York is hereby designated to be the official depositories for the Town of Beekman in which monies may be deposited and invested:

**Seconded:**

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Wohrman

Supervisor Covucci

Dated: December 19, 2018

**RESOLUTION NO. 12:19:18 – 5**

**RE: Acceptance of Donations from Residents to the Recreation Department**

offers the following and moves for its adoption:

**WHEREAS**, The Recreation Department is in receipt of the following donations:

- ✓ Keyboard from the Llanes family
- ✓ Toy workbench and tools from the Colagionvanni family
- ✓ Domino rally from the Jordan family

**WHEREAS**, Town Board resolutions are required to accept all donations, now therefore be it

**RESOLVED**, that the Town of Beekman does hereby accept these donations and in doing so, does express it's gratitude; and be it further

**RESOLVED**, that the record of these donations will be forwarded to the Town Clerk for her record of donations.

**Seconded**

ROLL CALL VOTE:

Councilman Stiegler

Councilman Battaglini

Councilwoman Wohrman

Councilman Swartz

Supervisor Covucci

Dated: December 19, 2018

**RESOLUTION NO. 12:19:18 – 6**

**RE: Amend Resolution 11:28:18-3  
Designate Holidays for 2019**

offers the following and moves for its adoption:

**WHEREAS**, Resolution 11:28:18-3, Designate Holidays for 2019, was passed on November 28, 2018 and

**WHEREAS**, the dates for both Presidents' Day and Columbus Day were incorrectly stated; now therefore be it

**RESOLVED**, that Resolution 11:28:18-3 be amended as follows:

**Presidents' Day                      February 18, 2019**

**Columbus Day                         October 14, 2019**

**Seconded:**

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Woehrman

Supervisor Covucci

Dated: December 19, 2018

**RESOLUTION NO. 12:19:18 – 7**

**RE: Signature Authorization on Depository Accounts**

offers the following and moves for its adoption:

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 the Town Clerk, Deputy Town Supervisor and Councilwoman Sharon Wohrman 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, the Deputy Town Supervisor or Councilwoman Sharon Wohrman.

**Seconded:**

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Wohrman

Supervisor Covucci

Dated: December 19, 2018

**RESOLUTION NO. 12:19:18 – 8**

**RE: Ratify Teamsters Local 456 Contract**

offers the following and moves for its adoption:

**WHEREAS**, Supervisor Covucci and Teamsters Local 456 Representative, have negotiated a collective bargaining agreement with Local 456 for the time period of January 1, 2018 – December 31, 2019; and

**WHEREAS**, the Town of Beekman Highway Department employees and representatives of Local 456 have confirmed ratification of said agreement; now therefore be it

**RESOLVED**, that the Town Board ratifies and the Town Supervisor is hereby authorized to sign the collective bargaining agreement with the International Brotherhood of Teamsters Local 456, for the period January 1, 2018 – December 31, 2019.

**Seconded:**

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Woehrman

Supervisor Covucci

Dated: December 19, 2018

## RESOLUTION NO. 12:19:18 – 9

### RE: Town Board Adopting a Town-Wide Rental Agreement for the Use of Town Property

offers the following and moves for its adoption:

**WHEREAS**, the Town of Beekman permits various individuals, community groups and organizations to utilize town parks, facilities and other spaces; and

**WHEREAS**, the Town is desirous of providing a uniform rental procedure and agreement for all use of town property by non-municipal entities which procedure will address insurance coverage, liability and use of alcohol; and

### **NOW, THEREFORE,**

**BE IT RESOLVED**, that the Town of Beekman hereby adopts the attach town-wide rental agreement for use by any individual, organization, group or association that wishes to utilize any town park, facility or other space; and be it further

**RESOLVED**, that the Supervisor, Deputy Supervisor, Clerk, Deputy Clerk, Recreation Director and Recreation Assistant/Assistant to the Recreation Director shall be authorized to sign the town-wide rental agreement and bind the Town of Beekman to the agreement.

### **Seconded:**

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Woehrman

Supervisor Covucci

Dated: December 19, 2018

## RESOLUTION NO. 12:19:18 – 10

### Approve Salary and Wage Schedule for 2019

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 2019 year as follows:

Supervisor \$20,057.00  
Confidential Secretary to the Supervisor \$34,333.20  
Deputy Supervisor No Annual Salary  
Town Board \$7,374.16  
Town Clerk \$60,314.61  
Deputy Town Clerk \$16,948.62  
Receiver of Taxes \$15,000  
Deputy Receiver of Taxes \$16,000  
Town Justices \$13,704.03  
Typist: Planning/Zoning Boards \$15.48 per hour  
Bookkeeper \$30.00 per hour  
Justice Clerks \$54,410.43 (CSEA)  
Building Inspector II \$35.13 per hour  
Secretary to the Planning and Zoning Board of Appeals \$17.94 per hour (CSEA)  
Account Clerk \$17.58 per hour  
Record Clerk \$17.58 per hour  
Maintenance Mechanic \$66,140.93 (CSEA contract)  
Maintenance Worker \$19.19 (CSEA contract)  
Seasonal Maintenance Helper \$15.00 per hour  
Recreation Director \$57,000  
Recreation Assistant/Assistant to the Recreation Director \$16.43 per hour  
Recreation Assistant/Activity Director \$16.25 per hour  
Recreation Assistant/Activity Coordinator – Senior Program \$15.25 - \$21.59 per hour  
Recreation Assistant/Activity Supervisor – Senior Program \$13.25 - \$16.15  
Seasonal Recreation Staff (\$11.10 - \$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 \$73,307.77  
Assistant to the Superintendent of Highway \$16.43 per hour  
Deputy Highway Superintendent \$ 170.00 per diem  
Working Foreman \$30.86 per hour

**RESOLUTION NO. 12:19:18 – 10**

**Approve Salary and Wage Schedule for 2019  
(Continued)**

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 Snowplower, Non-CDL \$18.00 per hour  
Seasonal Snowplower, CDL \$ 27.52

**Seconded:**

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Wohrman

Supervisor Covucci

Dated: December 19, 2018

**RESOLUTION NO. 12:19:18 – 11**

**RE: Enter into Membership with Spain Agency, New York State  
Municipal Compensation Alliance to become a Self-  
insurer as to Workers' Compensation Board**

offers the following and moves for its adoption:

**RESOLVED**, that the Town of Beekman hereby elects pursuant to Subdivision 3-a of Section 50 of the Workers' Compensation Law, to become a self-insurer as to Workers' Compensation claims against this Municipality; and be it further

**RESOLVED**, that pursuant to Section 50 Subdivision 3-a of said Workers' Compensation Law notice of such election shall be filed forthwith with the Chairman of the Workers' Compensation Board, Self-Insurance Section; and be it further

**RESOLVED**, that this election shall become effective 1/1/2019.

**Seconded:**

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Woehrman

Supervisor Covucci

Dated: December 19, 2018

**RESOLUTION NO. 12:19:18 – 12**

**RE: Re-Appoint Receiver of Taxes**

offers the following and moves for its adoption:

**WHEREAS**, pursuant to Town Law, the Town of Beekman is required to have a Receiver of Taxes duly appointed for, among other things, receiving tax payments; and

**WHEREAS**, the Town Board has the authority to re-appoint the Receiver of Taxes until the election of a replacement at a duly held election; and  
Now, Therefore,

**BE IT FURTHER RESOLVED**, that the Town Board of the Town of Beekman hereby re-appoints Jennifer L. Colucci as the Receiver of Taxes with a term start date of January 2, 2019 and expiring December 31, 2019; and be it further

**RESOLVED**, that such appointment is conditioned upon the appointee filing the oath of office and Town Ethics Form with the Town Clerk.

**Seconded:**

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Wohrman

Supervisor Covucci

Dated: December 19, 2018

**RESOLUTION NO. 12:19:18 – 13**

**RE: Approve 2019 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 2019.

**Seconded:**

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Woehrman

Supervisor Covucci

Dated: December 19, 2018

**RESOLUTION NO. 12:19:18 – 14**

**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	\$ 115,224.78
Claims to be paid from the DA-Highway Fund	\$ 32,786.92
Claims to be paid from the SS – Dover Ridge Sewer	\$ 3,017.27
Claims to be paid from the SW – Dover Ridge Water	<u>\$ 843.82</u>
	<u>\$ 151,872.79</u>
Payroll Paid on 11/29/18	
General Fund	\$ 32,248.05
Highway Fund	<u>\$ 30,901.49</u>
	<u>\$ 63,149.54</u>
Payroll Paid on 12/13/18	
General Fund	\$ 33,546.43
Highway Fund	<u>\$ 23,288.39</u>
	<u>\$ 56,834.82</u>

**Seconded:**

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Wohrman

Supervisor Covucci

Dated: December 19, 2018