

**TOWN OF BEEKMAN
TOWN BOARD MEETING AGENDA
JANUARY 16, 2019**

7:00 PM

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

TOWN BOARD MEETING

- Highway Report – Tony Coviello
- Public comment on Agenda Items and Resolutions - 3 Minute Limit

RESOLUTIONS

1. Approval of January 9, 2019 Minutes
 2. Set Date for Grievance Day
 3. Authorize Town of Beekman Petty Cash Funds for 2019
 4. Approve Request to Waive 30 Day Notice for Liquor License
 5. Approve Entertainment for Family Entertainment Night
 6. Resolution Adopting IT Policy
 7. Board Re-Appointment
 8. 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, 2019 to December 31, 2019
 9. Payment of Claims
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- Other Town Board Business
 - General Board Comments
 - **Next Town Board Meeting: Wednesday, February 13, 2019 at 7:00 PM**
 - General Public Comments – 3 Minute Limit

RESOLUTION NO. 01:16:19 – 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 January 9, 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 January 9, 2019 Town Board Meeting.

Seconded:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Woehrman

Supervisor Covucci

Dated: January 16, 2019

RESOLUTION NO. 01:16:19 – 2

RE: Set Date for Grievance Day

offers the following and moves for its adoption:

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

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

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

RESOLVED, that Grievance Day for 2019 will be held May 29, 2019.

Seconded:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Woehrman

Supervisor Covucci

Dated: January 16, 2019

RESOLUTION NO. 01:16:19 - 3

RE: Authorize Town of Beekman Petty Cash Funds for 2019

offers the following and moves for its adoption:

WHEREAS, various Town Departments maintain petty cash funds; and

WHEREAS, the Bookkeeper has recommended that the petty cash funds be approved pursuant to Town Law 64-1A for the purpose of low dollar miscellaneous purchases of supplies; reimbursement of out of pocket employee expenses; and making change, all subject to Audit; and

NOW, THEREFORE,

BE IT RESOLVED, that the Town Board of the Town of Beekman authorizes department Petty Case Funds as follows:

Receiver of Taxes	\$ 200.00
Town Clerk	\$ 300.00
Parks & Recreation	\$ 550.00
Supervisor	<u>\$ 50.00</u>
GENERAL FUND TOTAL	\$1,100.00

Seconded

ROLL CALL VOTE:

Councilman Stiegler

Councilman Battaglini

Councilwoman Woehrman

Councilman Swartz

Supervisor Covucci

Dated: January 16, 2019

RESOLUTION NO. 01:16:19 – 4

RE: Approve Request to Waive 30 Day Notice for Liquor License

offers the following and moves for its adoption:

WHEREAS, Lleshja Estates, LLC d/b/a Green Haven Italian Bistro (La Bella Napoli, Inc.) doing business at 3 Greenhaven Road, Poughquag, in the Town of Beekman, New York, under the name Green Haven Italian Bistro, intends to file for a New York State Liquor License; and

WHEREAS, pursuant to Alcohol Beverage Law Control Law § 64 (2A), an applicant must give the municipality thirty (30) days' notice of the pending liquor license application unless the municipality consents to waive the thirty (30) day requirement; now therefore be it

RESOLVED, that the Town Board of the Town of Beekman hereby waives the thirty (30) days' notice period in regard to allowing Lleshja Estates, LLC d/b/a Green Haven Italian Bistro (La Bella Napoli, Inc.) an earlier submission of the liquor license application.

Seconded

ROLL CALL VOTE:

Councilman Stiegler

Councilman Battaglini

Councilwoman Wohrman

Councilman Swartz

Supervisor Covucci

Dated: January 16, 2019

RESOLUTION NO. 01:16:19 – 5

RE: Approve Entertainment for Family Entertainment Night

offers the following and moves for its adoption:

WHEREAS, Family Entertainment Night has been scheduled for Saturday, March 2, 2019 and will be held at Recreation Park, and

WHEREAS, the 2019 budget includes funding for this family entertainment event;

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board hereby authorizes the Supervisor to enter into an agreement with Mark Rust to provide music for Family Entertainment Night not to exceed \$500 for music, \$50 for travel and set-up (a total of \$550).

Seconded:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Wohrman

Supervisor Covucci

Dated: January 16, 2019

RESOLUTION NO. 01:16:19 – 6

RE: Resolution Adopting IT Policy

offers the following and moves for its adoption:

BE IT RESOLVED, that the Town Board of the Town of Beekman does hereby appoint Sullivan Data Management as the Town's Information Technology Manager for the 2019 fiscal year; and be it further

RESOLVED, that the Town adopts the attached Information System Usage & Security Policy in form and substance as attached hereto as the IT policy for the Town of Beekman; and be it further

RESOLVED, that the Supervisor shall cause a copy of this policy to be distributed to all Town employees.

Seconded:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Wohrman

Supervisor Covucci

Dated: January 16, 2019

RESOLUTION NO. 01:16:19 – 7

RE: Assessment Review Board Re-Appointment

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 re-appointment be made:

- Maria Rodriguez to the Assessment Review Board with a term to expire September 30, 2023; and be it further

RESOLVED, that this re-appointment is 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 the appointee 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 Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Wohrman

Supervisor Covucci

Dated: January 16, 2019

RESOLUTION NO. 01:16:19 – 8

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, 2019 to December 31, 2019

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 2019 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, 2019 through December 31, 2019.

Seconded:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Woehrman

Supervisor Covucci

Dated: January 16, 2019

RESOLUTION NO. 01:16:19 – 9

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	\$ 170,899.20
Claims to be paid from the DA-Highway Fund	\$ 95,045.24
Claims to be paid from the SS – Dover Ridge Sewer	\$ 3,844.46
Claims to be paid from the SW – Dover Ridge Water	\$ 2,449.87
T-Trust & Agency Fund	<u>\$ 11,232.25</u>
	<u>\$ 283,471.02</u>
Payroll Paid on 12/27/18	
General Fund	\$ 32,857.91
Highway Fund	<u>\$ 43,164.74</u>
	<u>\$ 76,022.65</u>
Payroll Paid on 01/10/19	
General Fund	\$ 30,855.43
Highway Fund	<u>\$ 25,909.73</u>
	<u>\$ 56,765.16</u>

Seconded:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Wohrman

Supervisor Covucci

Dated: January 16, 2019