

**BEEKMAN TOWN BOARD
REORGANIZATION MEETING AGENDA
JANUARY 9, 2019**

7:00 PM

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

REORGANIZATION TOWN BOARD MEETING

- Public comment on Agenda Items and Resolutions (3 Minute Limit)

RESOLUTIONS

1. Approval of December 19, 2018 Minutes
 2. Acknowledgement of Appointments for the Year 2019
 3. Set Town Board Meeting Schedule for 2019
 4. Appointment of the Registrar of Vital Statistics
 5. Approve Renewal of DC SPCA Contract for Housing
 6. Approve Renewal of DC SPCA Contract for Animal Control Services
 7. Approve Renewal of Contract with Sullivan Data
 8. Authorize Attendance at the NYS Association of Towns Training School and Annual Meeting to be Held in New York City, February 17-20, 2019
 9. Designate Poughkeepsie Journal as Town of Beekman Official Newspaper
 10. Appointment of Town Attorney
 11. Appointment of Engineer to Town of Beekman
 12. Authorize Mileage Compensation
 13. Appoint Emergency Chain of Command
 14. Emergency Interim Successors for the Year 2019
 15. The Town Board Releasing Maintenance Bond for Angela Estates
 16. Renew Rules for Public Comment Periods at Town Board Meetings
- Other Town Board Business
 - General Board Comments
 - Next Regular Town Board Meeting: Wednesday, January 16, 2019 at 7:00 PM
 - General Public Comments – 3 Minute Limit

RESOLUTION NO. 01:09:19 – 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 19, 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 December 19, 2018 Town Board Meeting.

Seconded:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Woehrman

Supervisor Covucci

Dated: January 9, 2019

RESOLUTION NO. 01:09:19 – 2

RE: ACKNOWLEDGEMENT OF APPOINTMENTS FOR THE YEAR 2019

offers the following and moves for its adoption:

BE IT RESOLVED, that the Town Board of the Town of Beekman does hereby acknowledge the following appointments for the year 2019:

- Councilwoman Sharon Wohrman as Deputy Supervisor
- Peggy Matsuzawa as Confidential Secretary
- Jenn Colucci as Receiver of Taxes
- Amy Goetz as Deputy Town Clerk
- Cherilyn Bannon as Deputy Highway Superintendent

Supervisor Covucci acknowledged that the newly Elected Officials have taken their Oaths and filed them with the Town Clerk.

Seconded:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Wohrman

Supervisor Covucci

Dated: January 9, 2019

RESOLUTION 01:09:19 - 3

RE: Set Town Board Meeting Schedule for 2019

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 2019 at 7:00 PM on the second 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; and be it further

RESOLVED, that for the month of January, the regularly scheduled meeting will take place on January 16, 2019.

Seconded:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Woehrman

Supervisor Covucci

Dated: January 9, 2019

RESOLUTION NO. 01:09:19 – 4

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 \$1,500.00 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:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Woehrman

Supervisor Covucci

Dated: January 9, 2019

RESOLUTION 01:09:19 - 5

RE: Approve Renewal of Dutchess County SPCA Contract for Housing

offers the following and moves for its adoption:

WHEREAS, the Town of Beekman requires a location to house, shelter, and care for stray and lost dogs, which service is now performed by Dutchess County SPCA; and

WHEREAS, Dutchess County SPCA has submitted a proposal for the renewal of said services, for the coming calendar year, which proposal the Board finds to be reasonable; and

WHEREAS, the Town Attorney has reviewed the agreement with the Dutchess County SPCA; now therefore be it

RESOLVED, that the Town Board hereby authorizes the Supervisor to enter into an agreement, as attached, with Dutchess County SPCA to house, shelter, and care for stray dogs in the Town of Beekman.

Seconded:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Woehrman

Supervisor Covucci

Dated: January 9, 2019

RESOLUTION 01:09:19 - 6

RE: Approve Renewal of Dutchess County SPCA Contract for Animal Control Services

offers the following and moves for its adoption:

WHEREAS, the Town of Beekman is required, pursuant to the New York State Agricultural and Markets law, to employ an animal control officer; and

WHEREAS, in the absence of an animal control officer, the Town is permitted to contract for the required services; and

WHEREAS, in order to comply with the Agricultural and Markets Law, the Town is desirous to renew their agreement with the Dutchess County SPCA for Animal Control Services; and now, therefore,

BE IT RESOLVED, that the Town Board of the Town of Beekman approves and consents to the contracting of animal control services with the Dutchess County SPCA and authorizes the Supervisor to sign an agreement for this service in form and substance as attached hereto and made a part hereof.

Seconded

ROLL CALL VOTE:

Councilman Stiegler

Councilman Battaglini

Councilwoman Woehrman

Councilman Swartz

Supervisor Covucci

Dated: January 9, 2019

RESOLUTION NO. 01:09:19 – 7

RE: Approve Renewal of Sullivan Data Contract

offers the following and moves for its adoption:

WHEREAS, Sullivan Data currently provides Network support and service to the Town of Beekman; and

WHEREAS, the current contract is set to expire December 31, 2018; and

WHEREAS, the Town Attorney has reviewed the attached contract; and

WHEREAS, the Town Board of the Town of Beekman is desirous in renewing the contract with Sullivan Data for the purpose of network support and service for 2019; now therefore be it

RESOLVED, that the Supervisor is hereby authorized to sign the attached contract with Sullivan Data for the year 2019.

Seconded

ROLL CALL VOTE:

Councilman Stiegler

Councilman Battaglini

Councilwoman Wohrman

Councilman Swartz

Supervisor Covucci

Dated: January 9, 2019

RESOLUTION NO. 01:09:19 – 8

RE: Authorize Attendance at the NYS Association of Towns Training School and Annual Meeting in New York City, February 17-20, 2019

offers the following and moves for its adoption:

WHEREAS, the annual Association of Towns Conference will be held February 17 – 20, 2019; now therefore be it

RESOLVED, that authorization is hereby given for the Supervisor to forward all monies required for registration and mileage for Mary Covucci and Sharon Wohrman to attend the conference, and to be reimbursed for mileage at the current IRS rate.

Seconded

ROLL CALL VOTE:

Councilman Stiegler

Councilman Battaglini

Councilwoman Wohrman

Councilman Swartz

Supervisor Covucci

Dated: January 9, 2019

RESOLUTION NO. 01:09:19 – 9

**RE: Designate Poughkeepsie Journal as Town of Beekman
Official Newspaper**

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:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Wohrman

Supervisor Covucci

Dated: January 9, 2019

RESOLUTION NO. 01:09:19 – 10

RE: Appointment of Town Attorney

offers the following and moves for its adoption:

WHEREAS, Town Law provides that the Town Board may employ an attorney to provide such professional services and advice as the Town Board may require; and

RESOLVED, that Wallace & Wallace be retained as the Attorney to the Town of Beekman for professional services consistent with the scope of professional services in accordance with Chapter 3 of the Town Code for the Town of Beekman at the annual fee of \$53,000; and be it further

RESOLVED, that the Town Board hereby continues to retain Wallace & Wallace.

Seconded:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Wohrman

Supervisor Covucci

Dated: January 9, 2019

RESOLUTION NO. 01:09:19 – 11

RE: Appointment of Engineer to the Town of Beekman

offers the following and moves for its adoption:

WHEREAS, the Town of Beekman is presented with important issues respecting future development and long-range planning requiring comprehensive analysis and coordination, now therefore be it

RESOLVED, that the firm of Hudson Land Design, Civil & Environmental Engineering Consultants, 174 Main Street, Beacon, NY, represented by Daniel Koehler, P.E., be retained on a contractual basis to provide Engineering, Planning, and Zoning services to the Town of Beekman for all matters; and be it further

RESOLVED, that Hudson Land Design will also provide administrative services for the Town's Building, Planning, and Zoning Department; and be it further

RESOLVED, that the Town Board hereby continues to retain Hudson Land Design, represented by Daniel Koehler, P.E., at an annual fee not to exceed \$40,000.

Seconded:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Wohrman

Supervisor Covucci

Dated: January 9, 2019

RESOLUTION NO. 01:09:19 – 12

RE: Authorize Mileage Compensation

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 2019 rate (58 cents per mile) on out of Town business, subject to prior authorization of the Town Board, excepting the Assessor and Building Inspector II, 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:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Woehrman

Supervisor Covucci

Dated: January 9, 2019

RESOLUTION NO. 01:09:19 – 13

RE: Appoint Emergency Chain of Command

offers the following and moves for its adoption:

BE IT RESOLVED, the Town Board of the Town of Beekman does hereby appoint the following individuals as the Emergency Chain of Command for the year 2019:

1. Supervisor Mary Covucci
2. Councilwoman Sharon Wohrman
3. Town Clerk Rachael Rancourt

Seconded:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Wohrman

Supervisor Covucci

Dated: January 9, 2019

RESOLUTION NO. 01:09:19 – 14

RE: Emergency Interim Successors for the Year 2019

offers the following and moves for its adoption:

BE IT RESOLVED, that the Town Board or the Town of Beekman does hereby appoint the following individuals as Emergency Interim Successors for the year 2019, as requested by Dutchess County Department of Emergency Response, and does hereby specify their rank in order of succession as listed, the following individuals:

1. Councilwoman Sharon Wohrman
2. Town Clerk Rachael Rancourt
3. Councilman Werner Stiegler

Seconded:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Wohrman

Supervisor Covucci

Dated: January 9, 2019

RESOLUTION NO. 01:09:19 – 15

RE: The Town Board Releasing Maintenance Bond for Angela Estates

offers the following and moves for its adoption:

WHEREAS, the Town of Beekman is in possession of a maintenance bond in the amount of \$32,222 which was posted in December, 2003 to insure the proper maintenance of an approved subdivision known as Angela Estates; and

WHEREAS, there has been a request that the bond be released as the subdivision is complete and the improvements in place for more than a year; and

WHEREAS, the Highway Superintendent, Town Engineer and Town Attorney all consent to the release of the bond; and

NOW, THEREFORE,

BE IT RESOLVED, that the Town of Beekman hereby approves the release of the maintenance bond for the Angela Estates subdivision currently in the amount of \$32,222 and directs the Town Clerk to release and return the Bond in accordance with its terms and with consultation of the Town Attorney.

Seconded:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Woehrman

Supervisor Covucci

Dated: January 9, 2019

RESOLUTION NO. 01:09:19 – 16

RE: Renew Rules for Public Comment Periods at Town of Beekman Town Board Meetings

offers the following and moves for its adoption:

BE IT RESOLVED, that the Town Board of the Town of Beekman hereby adopts the following rules of decorum for all periods of public comment at its Town Board meetings for the year 2019:

The presiding officer shall have, to the fullest extent provided by New York State law, the sole authority to regulate public comment at any meeting as s/he, in his/her sole discretion, shall see fit, including, but not limited to, the authority to set priority for topics of comment and to declare any person to be out of order for failure to follow his or her directives in this regard. In governing the meeting and regulating public comment the presiding officer shall consider, but shall not be strictly bound by the following guidelines:

1. The public shall be allowed to speak during the period of the meeting designated as “Public Comment” or as such other time as a majority of the Town Board shall suspend these rules, or at a duly called public hearing, or any other time required by state law or the Town Code of the Town of Beekman. Speakers must sign-in and provide their name, address and organization they represent, if applicable. Speakers must be recognized by the presiding officer. During the segment of the meeting designated “Public Comment”, speakers shall limit their remarks to three (3) minutes and will be advised by the presiding officer when three (3) minutes have expired. Speakers are requested to conclude their remarks at that time. “Public Comment” is intended to afford persons an opportunity to express opinions on items on the Town Board agenda or general public comment periods. No Speaker shall be declared out of order, prevented from speaking or barred from attendance at any meeting because of any disagreement with the Speaker’s position or view on any matter, because of the Speakers identity or because of any disagreement with the content of relevant testimony.
2. All remarks shall be addressed to the Town Board as a body and not to any member thereof. Speakers shall observe the rules of decorum set forth in Subsection 3 below. Interested parties or their representatives may address the Town Board by written communications. Written communications shall be delivered to the Town Clerk.
3. Rules of decorum
 1. Purposes of rules of decorum.
 1. To ensure that meetings of the Town Board are conducted in a way that allows the business of the Town to be effectively undertaken.

2. To ensure that members of the public who attend meetings of the Town Board can be heard in a fair, impartial manner.
 3. To ensure that meetings of the Town Board are conducted in a way which is open to all viewpoints and which is protective of the content of each speaker's speech and expression, yet is free from abusive, distracting or intimidating behavior.
 4. To ensure that these rules of decorum are understood by persons attending Town Board meetings.
 5. To ban egregious, inappropriate, and obstructive behavior at meetings of the Town Board.
2. Rules for the Speaker.
 1. The speaker shall conduct himself or herself in a professional and respectful manner.
 2. All remarks shall be directed to the Town Board, and not at Town staff or the public in attendance.
 3. The speaker shall not defame, intimidate, make personal affronts, make threats of violence, or use profanity.
 3. Rules for the public. Members of the public in the audience shall not engage in any of the following activities during a Town Board meeting:
 1. Shouting, Clapping, unruly behavior, distracting side conversations, or speaking out.
 2. Defamation, intimidation, personal affronts, threats of violence, or profanity.
 3. Behavior that disrupts the orderly conduct of the meeting.
 4. Persons Authorized to be approach dais. No person except members of the Town Board and Town Staff shall be permitted to approach the dais without the consent of the presiding officer.
 5. Enforcement of rules of decorum.
 1. Upon a violation of these rules of decorum, the presiding officer shall request the person or persons violating a rule or rules to cease the violation.
 2. If a violation continues, the presiding officer warns the person(s) that he/she may be required to leave the meeting room if a violation continues.
 3. If the person or persons does not cease the violation(s) the presiding officer shall declare the person out of order at which time the person or persons will be ordered to leave the meeting room by the presiding officer.

Seconded:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Swartz

Councilman Battaglini

Councilwoman Wohrman

Supervisor Covucci

Dated: January 9, 2019