

**TOWN OF BEEKMAN
TOWN BOARD MEETING AGENDA
MAY 12, 2020**

**FOR THE SAFETY OF THE TOWN BOARD AND THE TOWN RESIDENTS,
THE MAY 12TH TOWN BOARD MEETING WILL BE CLOSED TO THE PUBLIC
AS ADVISED BY THE GOVERNOR'S OFFICE OF THE STATE OF NEW YORK**

7:00 PM

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

TOWN BOARD MEETING

- Supervisor's Comments

RESOLUTIONS

1. Approval of April 28, 2020 Minutes
 2. Approve Budget Revision 2020-04
 3. Accept the Resignation of Susan Stevens
 4. Amend Credit Card Policy
 5. Approving the Cancellation of the May 26, 2020 town Board meeting and rescheduling the June 9, 2020 meeting
 6. Payment of Claims
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- Other Town Board Business
 - General Board Comments
 - Executive Session
 - **Next Town Board Meeting: Tuesday, June 2, 2020 at 7:00 PM**

RESOLUTION NO. 05:12:20 - 1
RE: APPROVAL OF PAST TOWN BOARD MEETINGS

offers the following and moves for its adoption:

WHEREAS, Town Clerk Lauren Abbatantuono has provided copies of the minutes of the April 28, 2020 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 April 28, 2020 Town Board Meeting.

Seconded:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Battaglini

Councilman Swartz

Councilwoman Woehrman

Supervisor Covucci

Dated: May 12, 2020

RESOLUTION NO. 05:12:20 - 2
RE: APPROVE TOWN OF BEEKMAN BUDGET REVISIONS 2020-04

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 identified as Budget Revision Number 2020-04

Budget Revisions # 2020-04

<u>Revision #</u>	<u>Account #</u>	<u>Account Title</u>	<u>Increase</u>	<u>Decrease</u>
<u>General Fund</u>				
2020-04-01	A-1410-0101	Town Clerk STAFF	11,802	
	A-1410-0112	Town Clerk P.T. STAFF -Transfer Funds for Permanent STAFF		11,802
2020-04-02	A-9060-0801	MVP Deductibles	20,000	
	A-9190-0800	Retiree Medical Ins. -Segregate Funds for Medical Deductibles		20,000
<u>Highway Fund</u>				
2020-04-03	DA-5110-0119	COVID Compensation	10,000	
	DA-5110-0116	General Seasonal labor -Open Account for COVID Labor Costing		10,000
2020-04-04	DA-9060-0801	MVP Deductibles Ins.	10,000	
	DA-9060-0800	Medical Ins. -Segregate MVP Deductible Expense		10,000
<u>Capital Fund</u>				
2020-04-05	H-8340-0500	Construction	18,922	
	H-8340-0480	Other Expenses -Transfer for Change orders #1 and #2 on Dover Ridge Water District Improvement Contract		18,922

Seconded:

ROLL CALL VOTE:

Councilman Stiegler
Councilman Battaglini
Councilman Swartz
Councilwoman Woehrman
Supervisor Covucci

Dated: May 12, 2020

RESOLUTION NO. 05:12:20 - 3
RE: ACCEPTING THE RESIGNATION OF SUSAN STEVENS

offers the following and moves for its adoption:

WHEREAS, the Town Board makes appointments to various boards, and

WHEREAS Susan Stevens has submitted her resignation as a member of the Board of Assessment Review affective May 5, 2020

NOW, therefore be it resolved that the Town Board accepts the resignation of Susan Stevens and would like to thank her for her many years of service to the town.

Seconded:

ROLL CALL VOTE:
Councilman Stiegler
Councilman Battaglini
Councilman Swartz
Councilwoman Woehrman
Supervisor Covucci

Dated: May 12, 2020

RESOLUTION NO. 05:12:20 - 4
RE: AMEND CREDIT CARD POLICY

offers the following and moves for its adoption:

WHEREAS, The Town of Beekman credit card policy was approved on July 1, 2015; and

WHEREAS, Chapter III, Section A, Paragraph 1 and Paragraph 3, and Chapter III, Section B, Paragraph 1 were modified as follows; now therefore be it

RESOLVED, that Chapter III, Section A, Paragraph 1, sentence 3 and 4 be amended to: All cards issued will carry a limit of \$2,500.00 and will be adjusted as necessary by the Supervisor to accommodate specific purchases upon gaining the appropriate approvals. The Finance Department shall maintain an up-to-date, written list of the names, positions (titles) and credit card account numbers for all cards issued; and be it

RESOLVED, that Chapter III, Section A, Paragraph 3 be amended to: The employee must sign documentation verifying agreement to the conditions of use. A copy of which will be retained by the Finance Department; and be it

RESOLVED, that Chapter III, Section B, Paragraph 1 be amended to: The following employees will have authorization to process orders using universal (Visa, MasterCard, Etc.) credit cards:

- Supervisor
- Deputy Supervisor
- Secretary to the Supervisor
- Comptroller
- Bookkeeper.

Seconded:

ROLL CALL VOTE:

- Councilman Stiegler
- Councilman Battaglini
- Councilman Swartz
- Councilwoman Woehrman

Dated: May 12, 2020

RESOLUTION NO. 05:12:20 - 5
RE: APPROVING THE CANCELLATION OF THE MAY 26, 2020 TOWN BOARD
MEETING

offers the following and moves for its adoption:

WHEREAS, the Country is in the midst of a Pandemic caused by the Covid-19 virus, and

WHEREAS, residents are being advised to maintain a safe distance,

Now therefore be it **RESOLVED** that the Town Board of the Town of Beekman will cancel the meeting scheduled for May 26, 2020. The Town Board meeting Scheduled for June 9, 2020 will be held on June 2, 2020.

Seconded:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Battaglini

Councilman Swartz

Councilwoman Wohrman

Supervisor Covucci

Dated: May 12, 2020

RESOLUTION NO. 05:12:20 - 6
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	\$ 24,804.96
Claims to be paid from the DA-Highway Fund	\$ 5,962.23
Claims to be paid from the SS-Dover Ridge Sewer Fund	\$ 3,050.18
Claims to be paid from the SW-Dover Ridge Water Fund	\$ 928.90
Claims to be paid from the T-Trust & Agency Fund	<u>\$ 1,150.00</u>
	<u>\$ 35,896.27</u>

Payroll #9 Paid on 4/30/2020

General Fund	\$ 32,677.49
Highway Fund	<u>\$ 24,642.88</u>
	<u>\$ 57,320.37</u>

Seconded:

ROLL CALL VOTE:

Councilman Stiegler

Councilman Battaglini

Councilman Swartz

Councilwoman Woehrman

Supervisor Covucci

Dated: May 12, 2020