

**TOWN OF BEEKMAN
TOWN BOARD MEETING AGENDA
September 18, 2019**

7:00 PM

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

7:00 PM OPEN PUBLIC HEARING - Dover Ridge Water System Improvements

Public comment - 3 Minute Limit

TOWN BOARD MEETING

Public comment on Agenda Items and Resolutions - 3 Minute Limit

RESOLUTIONS

1. Approval of Past Special Town Board Minutes
 2. Approval of Past Town Board Minutes
 3. Approve Town of Beekman Budget Revisions #2019-7
 4. Approve Entertainment for Fall Festival
 5. Seek Bids for 2020 Highway Materials
 6. Revolving Petty Cash and Naming Custodians
 7. Approve Training for Town Bookkeeper
 8. Approve Bus Trip to the American Museum of Natural History
 9. Accept Map, Plan and Report for Water System Improvements
 10. A Resolution of the Town of Beekman, Dutchess County New York as to SEQRA
 11. Set Public Hearing for the Improvement Plans to the Dover Ridge Water System
 12. Payment of Claims
- Other Town Board Business
 - General Board Comments
 - Upcoming Town Board Meetings:

Wednesday, **October 2, 2019** at 7:00 PM

Special Town Board Meeting to Present Tentative 2020 Budget

Thursday, **October 10, 2019** at 7:00 PM

Town Board Work Session for Preliminary Budget

Wednesday, **October 16, 2019** at 7:00 PM

Regular Town Board Meeting

RESOLUTION NO. 09:18:2019 – 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 Special Town Board Meeting held on September 5, 2019 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 September 5, 2019 Town Board Meeting.

Seconded:

ROLL CALL VOTE:

Councilman Battaglini

Councilman Stiegler

Councilman Swartz

Councilwoman Woehrman

Supervisor Covucci

Dated: September 18, 2019

RESOLUTION NO. 09:18:2019 – 2
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 August 21, 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 August 21, 2019 Town Board Meeting.

Seconded:

ROLL CALL VOTE:

Councilman Battaglini
 Councilman Stiegler
 Councilman Swartz
 Councilwoman Wohrman
 Supervisor Covucci

Dated: September 18, 2019

RESOLUTION NO. 09:18:2019 – 3
RESOLUTION APPROVING TOWN OF BEEKMAN BUDGET REVISIONS #2019-07

offers the following and moves for its adoption:

WHEREAS, the Town of Beekman 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 2019 identified as Budget Revision Number 2019-07.

Budget Revisions 2019-07

<u>Revision #</u>	<u>Account #</u>	<u>Account Title</u>	<u>Increase</u>	<u>Decrease</u>
<u>General Fund</u>				
2019-07-01	A-1110-0405	Court Interpreter	200	
	A-1110-0400	Court Expense		200
		-Transfer for Interpreter Expense		
2019-07-02	A-1315-0470	Financial Consultant	4,000	
	A-1315-0490	Payroll Services	1,000	
	A-1990-0400	Contingency Account		5,000
		-Transfer for Financial Expenses		
2019-07-03	A-1410-0401	Town Clerk Supplies	162	
	A-1410-0112	Town Clerk P.T. STAFF		162
		-Transfer for Office Supplies		
2019-07-04	A-1620-0409	Building Internet	406	
	A-1620-0410	Building Security	230	
	A-1620-0418	Building Repairs	1,364	
	A-1620-0400	Building Expense		2,000
		-Transfer for Repairs, security, etc.		

2019-07-05	A-1680-0460	Data System Contracts	1,050	
	A-1680-0200	Data System Equipment -Transfer for Contract Service		1,050
2019-07-06	A-3620-0112	Codes P.T. STAFF	1,000	
	A-3620-0101	Codes STAFF -Transfer for Codes P.T. STAFF		1,000
<u>Revision #</u>	<u>Account #</u>	<u>Account Title</u>	<u>Increase</u>	<u>Decrease</u>
2019-07-07	A-5010-0401	Hwy Office Supplies	178	
	A-5010-0414	Hwy Telephone	122	
	A-5010-0400	Hwy Office Expense -Transfer for Office Expenses		300
2019-07-08	A-5132-0418	Hwy Garage Repairs	1,000	
	A-1620-0400	Building Expense -Transfer for Garage Repairs		1,000
2019-07-09	A-6772-0401	Aging Programs Supplies	200	
	A-6772-0413	Aging Consultants	800	
	A-6772-0400	Aging Programs Expense -Transfer for Various Expenses		1,000
2019-07-10	A-7020-0103	Recreation STAFF O.T.	200	
	A-7020-0401	Rec Office Supplies	300	
	A-7020-0400	Recreation Office Expense -Transfer for Labor and Supplies		500
2019-07-11	A-7110-0103	Parks Maintenance O.T.	200	
	A-7110-0430	Parks Refuse Expense	800	
	A-7110-0400	Parks Expense -Transfer for Parks Expense		1,000
2019-07-12	A-7111-0401	Rec Center Supplies	1,000	
	A-7111-0460	Rec Center Rentals	1,000	
	A-7112-0400	Town Center Expense	3,000	
	A-7113-0400	Doherty Park Expense	2,000	
	A-7110-0400	Park Expense -Transfer for Various Park Expenses		7,000
2019-07-13	A-7112-0460	Town Center Rentals	60	
	A-7113-0460	Doherty Park Rentals	60	
	A-7115-0400	Fishkill Creek Park Transfer for Rentals		120

2019-07-14	A-7180-0401	Lake Supplies	2,000	
	A-7180-0404	Lake STAFF Training	300	
	A-7180-0411	Lake Chemicals	2,700	
	A-7140-0400	Playground Expenses		5,000
		-Transfer for Chemicals + Supplies		

<u>Revision #</u>	<u>Account #</u>	<u>Account Title</u>	<u>Increase</u>	<u>Decrease</u>
2019-07-15	A-7551-0452	Community Day Expense	157	
	A-7551-0453	Easter Egg Hunt Expense		157
		-Transfer for Event Expense		

Highway Fund

2019-07-16	DA-5110-0103	General Overtime	2,701	
	DA-5110-0104	General STAFF Stipend	800	
	DA-5110-0107	General Other Labor		3,501
		-Transfer for Labor Charges		

2019-07-17	A-5110-0409	General Line Painting Expense	900	
	A-5110-0411	General Cement Expense	100	
	A-5110-0403	General Stone Expense		1,000
		-Transfer for Expenses		

2019-07-18	DA-5130-0104	Machinery Repair Stipend	100	
	DA-5130-0103	Machinery labor O.T.		100
		-Transfer for Stipend		

Sewer Fund

2019-07-19	SS-2401	Interest Earnings	345	
	SS-2128	Delinquent Fees		345
		-Revise Budget Sources		

Water Fund

2019-07-20	SW-8340-0411	Chemicals + Supplies	300	
	SW-8340-0440	Engineering	2,700	
	SW-8340-0470	Special Repairs		3,000
		-Transfer Various Expenses		

Seconded:

ROLL CALL VOTE:

Councilman Battaglini

Councilman Stiegler

Councilman Swartz
Councilwoman Wohrman
Supervisor Covucci

Dated: September 18, 2019

RESOLUTION NO. 09:18:2019 – 4
RE: APPROVE ENTERTAINMENT for FALL FESTIVAL

offers the following and moves for its adoption:

WHEREAS, the 2019 Budget included funding for entertainment for the annual Fall Festival scheduled for October 19, 2019; now therefore be it

RESOLVED, that the following expenditures for the Fall Festival are hereby authorized:
Just4Fun Entertainment for the following inflatables and games:

Extreme Course 40' Obstacle	\$415.00
Farmland Fun Center	\$375.00
Pumpkin Chunkin	\$55.00

And the purchase of Pumpkins in the amount of \$400.00.

Seconded:

ROLL CALL VOTE:

Councilman Battaglini
Councilman Stiegler
Councilman Swartz
Councilwoman Wohrman
Supervisor Covucci

Dated: September 18, 2019

RESOLUTION NO. 09:18:2019 – 5
RE: SEEK BIDS FOR 2020 HIGHWAY MATERIALS

offers the following and moves for its adoption:

WHEREAS, The Highway Superintendent has requested that the Town Board authorize the Highway Department to seek bids for highway materials for the year 2020; now therefore be it

RESOLVED, that the Town Clerk is hereby authorized to seek bids for the highway materials; and be it further

RESOLVED, that prior to publication, bid documents are to be reviewed by the Town Engineer and the Town Attorney, and be it further

RESOLVED, that the request for bids shall be in accordance with the Town of Beekman Procurement Policy.

Seconded:

ROLL CALL VOTE:

Councilman Battaglini

Councilman Stiegler

Councilman Swartz

Councilwoman Woehrman

Supervisor Covucci

Dated: September 18, 2019

RESOLUTION NO. 09:18:2019 – 6
RE: REVOLVING PETTY CASH FUND and NAMING CUSTODIANS

offers the following and moves for its adoption:

WHEREAS, Town operations require several small purchases to be made within the local area; and

WHEREAS, paying of such bills within a petty cash account will result in savings to the Town; now therefore be it

RESOLVED, by the Town Board of the Town of Beekman that the revolving petty cash fund previously established in the amount of \$50 (fifty) be maintained and that when the fund gets down to \$20 (twenty) that it be replenished to the original \$50 (fifty); and be it further

RESOLVED, that the Bookkeeper and the Supervisor be designated and named the custodian of that account; and be it further

RESOLVED, that this petty cash fund will be in the General Fund.

Seconded:

ROLL CALL VOTE:

Councilman Battaglini

Councilman Stiegler

Councilman Swartz

Councilwoman Woehrman

Supervisor Covucci

Dated: September 18, 2019

RESOLUTION NO. 09:18:2019 – 7
RE: APPROVE TRAINING FOR TOWN BOOKKEEPER

offers the following and moves for its adoption:

WHEREAS, the New York Government Finance Officers' Association (NYGFOA) is holding it's 2019 Professional Development Sessions at SUNY New Paltz, New Paltz , New York;
and

WHEREAS, the Accounting and Financial Reporting Training scheduled for November 20-21, 2019 would be beneficial will be beneficial for our Town Bookkeeper in the Finance Department; and

WHEREAS, the funds are available for this course; now therefore be it

RESOLVED, that Linda Bloomer is hereby authorized to attend said session with a cost not to exceed \$250.00, including mileage and tolls.

Seconded:

ROLL CALL VOTE:

Councilman Battaglini

Councilman Stiegler

Councilman Swartz

Councilwoman Woehrman

Supervisor Covucci

Dated: September 18, 2019

RESOLUTION NO. 09:18:2019 – 8
RE: APPROVE BUS TRIP TO AMERICAN MUSEUM OF NATURAL HISTORY

offers the following and moves for its adoption:

WHEREAS, The 2019 Budget includes funding for the cost of various Bus Trips; and

WHEREAS, a trip to the American Museum of Natural History has been scheduled for Saturday, November 16, 2019, and deposits are required to reserve a space on the bus; now therefore be it

RESOLVED, that the following per person CASH amounts are hereby authorized to be collected,

Resident \$20 per person

Non-resident \$40 per person

With \$20.00 being refunded to each participant upon arrival for the trip.

Seconded:

ROLL CALL VOTE:

Councilman Battaglini

Councilman Stiegler

Councilman Swartz

Councilwoman Wohrman

Supervisor Covucci

Dated: September 18, 2019

RESOLUTION NO. 09:18:2019 – 9
RE: APPROVE MAP, PLAN AND REPORT FOR WATER IMPROVEMENTS.

BE IT RESOLVED that the Town Board of the Town of Beekman, Dutchess County, hereby authorizes the Map, Plan and Report for Water System Improvements for the Dover Ridge Estates Water System as prepared by Hudson Land Design Professional Engineering, P.C., dated September 17, 2019.

Seconded:

ROLL CALL VOTE:

Councilman Battaglini

Councilman Stiegler

Councilman Swartz

Councilwoman Woehrman
Supervisor Covucci

Dated: September 18, 2019

RESOLUTION NO. 09:18:2019 – 10
RE: A RESOLUTION OF THE TOWN OF BEEKMAN, DUTCHESS COUNTY, NEW
YORK AS TO SEQRA DETERMINATION.

BE IT RESOLVED by the Town Board of the Town of Beekman, Dutchess County, as follows:

Section 1. It is hereby determined that the Board adopting this resolution has declared itself to be the lead agency under the State Environmental Quality Review Act (“SEQRA”) and the regulations promulgated thereunder for purposes of determining the environmental impact of the project described in Section 3 hereof.

Section 2. It is hereby determined that the project described in Section 3 hereof is an Unlisted Action which it has been determined, will not result in any significant adverse impact upon the environment in accordance with the attached SEQRA compliance documentation.

Section 3. The project which is the subject of this resolution is described as follows:

Replacement of the deteriorated underground water storage tank with a steel underground tank, replacement of deteriorated hydro pneumatic tank and booster pumps with variable frequency drive pumps, work includes necessary piping, fittings, electronic controls, and incidental items/expenses in connection therewith, at a maximum estimated cost of \$400,000.

Section 4. This resolution shall take effect immediately.

Seconded:

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

Dated: September 18, 2019

RESOLUTION NO. 09:18:2019 – 11
RE: SET PUBLIC HEARING FOR THE IMPROVEMENTS PLANS TO THE DOVER
RIDGE WATER SYSTEM

WHEREAS, the Town Board of the Town of Beekman, Dutchess County, New York, has caused to be prepared a map, plan and report, including an estimate of cost, pursuant to Section 202-b of the Town Law, relating to the increase and improvement of the facilities of Dover Ridge Water District, in the Town of Beekman, Dutchess County, New York (the “Water District”), consisting of the replacement of the deteriorated underground water storage tank with a steel underground tank, replacement of deteriorated hydro pneumatic tank and booster pumps with variable frequency drive pumps, work includes necessary piping, fittings, electronic controls, and incidental items/expenses in connection therewith, at a maximum estimated cost of \$400,000; And

WHEREAS, said capital project has been determined to be an Unlisted Action pursuant to the regulations of the New York State Department of Environmental Conservation promulgated pursuant to the State Environmental Quality Review Act (“SEQRA”), the implementation of which as proposed, it has been determined will not result in any significant adverse environmental impact and the documentation relating to SEQRA compliance is available in the office of the Town Clerk for inspection during normal office hours; and

WHEREAS, it is now desired to call a public hearing on the question of the increase and improvement of the facilities of said Water District, in the matter described above, and to hear all persons interested in the subject thereof, concerning the same, in accordance with the provisions of Section 202-b of the Town Law; **NOW, THEREFORE, IT IS HEREBY**

ORDERED, by the Town Board of the Town of Beekman, Dutchess County, New York, as follows:

Section 1. A public hearing will be held in the Town Hall, 4 Main Street, in Poughquag, New York, in said Town, on October 9, 2019, at 7:00 o’clock P.M., Prevailing Time, on the question of the increase and improvement of the facilities of Dover Ridge Water District, in the Town of Beekman, Dutchess County, New York, in the manner described in the preambles hereof, and to hear all persons interested in the subject thereof, concerning the same, and to take such action thereon as is required or authorized by law.

Section 2. The Town Clerk is hereby authorized and directed to cause a copy of the Notice of Public Hearing hereinafter provided to be published once in the official

newspaper, and also to cause a copy thereof to be posted on the sign board of the Town, such publication and posting to be made not less than ten, nor more than twenty, days before the date designated for the hearing.

Section 3. The notice of public hearing shall be in substantially the form attached hereto as Exhibit A and hereby made a part hereof.

Section 4. This Order shall take effect immediately.

Seconded:

ROLL CALL VOTE:

Councilman Battaglini

Councilman Stiegler

Councilman Swartz

Councilwoman Woehrman

Supervisor Covucci

Dated: September 18, 2019

EXHIBIT A

NOTICE OF PUBLIC HEARING

**Dover Ridge Water District of the Town of Beekman
Dutchess County, New York**

NOTICE IS HEREBY GIVEN that the Town Board of the Town of Beekman, Dutchess County, New York, will meet in the Town Hall, 4 Main Street, in Poughquag, New York, in said Town, on October 9, 2019, at 7:00 o'clock P.M., Prevailing Time, for the purpose of conducting a public hearing upon a certain map, plan and report, including an estimate of cost, in relation to the proposed increase and improvement of the facilities of the Dover Ridge Water District, in said Town, consisting of the replacement of the deteriorated underground water storage tank with a steel underground tank, replacement of deteriorated hydro pneumatic tank and booster pumps with variable frequency drive pumps, work includes necessary piping, fittings, electronic controls, and incidental items/expenses in connection therewith, at a maximum estimated cost of \$400,000

Said capital project has been determined to be an Unlisted Action pursuant to the regulations of the New York State Department of Environmental Conservation promulgated pursuant to the State Environmental Quality Review Act ("SEQRA"), the implementation of which as proposed, it has been determined will not result in any significant adverse environmental impact and the documentation relating to SEQRA is available in the office of the Town Clerk for inspection during normal office hours

At said public hearing said Town Board will hear all persons interested in the subject matter thereof.

Dated: Poughquag, New York,

_____, 2019.

BY ORDER OF THE TOWN BOARD OF THE TOWN OF BEEKMAN,
DUTCHESS COUNTY, NEW YORK

Town Clerk

RESOLUTION NO. 09:18:2019 – 12
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	\$ 106,431.96
Claims to be paid from the DA-Highway Fund	\$ 47,510.32
Claims to be paid from the SS – Dover Ridge Sewer	\$ 3,624.56
Claims to be paid from the SW – Dover Ridge Water	\$ 6,269.42
Claims to be paid from the T-Trust & Agency Fund	<u>\$ 6,291.50</u>
	<u>\$ 170,127.76</u>
8/22/2019 Payroll #17	
General Fund	\$ 64,180.10
Highway Fund	<u>\$ 25,019.79</u>
	<u>\$ 89,199.89</u>
9/05/2019 Payroll #18	
General Fund	\$ 45,027.68
Highway Fund	<u>\$ 22,994.28</u>
	<u>\$ 68,021.96</u>

Seconded:

ROLL CALL VOTE:

Councilman Battaglini

Councilman Stiegler

Councilman Swartz

Councilwoman Wohrman

Supervisor Covucci

Dated: September 18, 2019