

TOWN OF BEEKMAN
TOWN BOARD MEETING - Agenda
June 1, 2016

7:00PM

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

RECOGNITION

Teen Leadership Council for Voluntary Service Award from Hudson Valley Leisure Services Association

PRESENTATION

- PVE Sheffler, LLC – Remediating Hazardous Waste Site at the Highway Garage

REGULAR TOWN BOARD MEETING

- Public Comment on Agenda Items and Resolutions

RESOLUTIONS

1. Approval of May 18, 2016 Town Board Minutes
 2. Set Public Hearing for Zoning Change (PH to C2)
 3. Approve Healthcare Benefits
 4. Authorize RFP for Dover Ridge Generator Bids
 5. Establish CPRC Comprehensive Plan Review Committee
 6. Approve 2016 Intermunicipal Electronic Content Management Systems (“ECMS”) Policies and Procedures Manual as Part of the 2015-2016 New York State Archives Local Governmental Records Management Improvement Fund Shared ECMS Grant, and Authorizing Town Supervisor to Execute Acknowledgement of Acceptance
 7. Town Board Support for Shared Services (financial software grant)
 8. Accept Donation of Picnic Table for Town Hall
 9. Amend Dates of August 2016 Town Board Meetings
 10. Authorizing Entering into Agreement with County Regarding Certain Referrals Pursuant to the General Municipal Law
 11. Authorize Recreation Director to Attend National Recreation Conference
 12. Payment of Claims
- Other Town Board Business-Approval of May 26, 2016 Special Meeting Minutes
-Accept Donation of Wooden Bench for Town Hall
 - General Public Comment
 - General Board Comment
 - Executive Session
 - Next Town Board Meeting: Wednesday June 15, 2016 at 7:00PM

RESOLUTION NO. 06:01:16 – 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 May 18, 2016 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 May 18, 2016 Town Board Meeting.

Seconded _____

ROLL CALL VOTE:

Councilman Stiegler

Councilman Del Vecchio

Councilman Battaglini

Supervisor Zulauf

Dated: June 1, 2016

RESOLUTION NO. 06:01:16 – 2
RE: Set Public Hearing for Zoning Change

_____ offers the following and moves for its adoption:

WHEREAS, Article 16 of the New York State Town Law provides for the adoption and amendment of Zoning and Land Use regulations to promote the health, safety, morals and general welfare of the community; and

WHEREAS, the Town Board desires to change the zoning for Tax Parcel #6758-00-941778 from Poughquag Hamlet (PH) district to Highway Commercial (C-2) District; and

WHEREAS, this proposed change of zoning has been referred to the Planning Board pursuant to Town Code §155-71B for review; and

WHEREAS, its response is attached hereto and made a part hereof. Now therefore be it

RESOLVED, that a public hearing be held on the 15th Day of June, 2016 @ 7:00 O'clock pm at the Town Hall, 4 Main Street, Poughquag (in the Town of Beekman), New York, for the proposed change of zoning for Parcel #6758-00-941778 from Poughquag Hamlet (PH) district to Highway Commercial (C-2) District; and be it further

RESOLVED, that the time and place of such hearing and setting for the proposed amendment, or describing in general terms the proposed change, be published once in the Poughkeepsie Journal, a newspaper with a general circulation in the Town of Beekman, on or before the 6th day of June, 2016.

Seconded _____

ROLL CALL VOTE:
Councilman Stiegler
Councilman Del Vecchio
Councilman Battaglini
Supervisor Zulauf

Dated: June 1, 2016

RESOLUTION NO. 06:01:16 – 3
RE: Approve Healthcare Benefits

_____ offers the following and moves for its adoption:

WHEREAS, the Town of Beekman offers health insurance to eligible employees; and

WHEREAS, the Town of Beekman currently offers MVP, which is set to expire July 1, 2016;
and

WHEREAS, a proposal was received to renew this policy with the same coverage; and

WHEREAS, the renewal was reviewed by the CSEA & Teamsters Representatives; now
therefore be it

RESOLVED, that the Supervisor is hereby authorized to renew the MVP policy with the
following monthly rates:

Single \$677.27

Family \$1930.22

Double \$1,354.54

Seconded _____

ROLL CALL VOTE:

Councilman Stiegler

Councilman Del Vecchio

Councilman Battaglini

Supervisor Zulauf

Dated: June 1, 2016

RESOLUTION NO. 06:01:16 –4
RE: Authorize RFP for Dover Ridge Generator Bids

_____ offers the following and moves for its adoption:

WHEREAS, the Dover Ridge Water District and the Dover Ridge Sewer District were duly created and operate within the Town of Beekman pursuant to the provisions of Article 12-A of the Town Law of the State of New York; and

WHEREAS, the Dutchess County Department of Health performs yearly inspections of these facilities; and

WHEREAS, the Dutchess County Department of Health has advised the Town of Beekman to provide the residents of Dover Ridge, in accordance with the Dover Ridge Water Account Operating and Maintenance, an emergency generator; and

WHEREAS, the Town Board is desirous in receiving proposals for the emergency generator; now therefore be it

RESOLVED, that the Town Clerk is hereby authorized to post the RFP, as attached here within, in the Poughkeepsie Journal, on the Bulletin Board in the Town Clerk's Office, and on the homepage of the Town of Beekman website.

Seconded _____

ROLL CALL VOTE:
Councilman Stiegler
Councilman Del Vecchio
Councilman Battaglini
Supervisor Zulauf

Dated: June 1, 2016

RESOLUTION NO. 06:01:16 –5
RE: Establish CPRC (Comprehensive Plan Review Committee)

_____ offers the following and moves for its adoption:

WHEREAS, the current master plan was approved on March 2, 2011; and

WHEREAS, this master plan calls for a review and revision every five years; and

WHEREAS, Councilman Werner Stiegler has agreed to chair the CPRC (Comprehensive Plan Revision Committee); and

WHEREAS, the attached guidelines will be acknowledged by the CPRC; and

WHEREAS, Councilman Stiegler has had the opportunity to speak with interested residents to be on the CPRC; now therefore to be it

RESOLVED, that Mary Covucci, Douglas Florance, Faye Garito, Gerry Hutchings, Rod Gonzalez, Bruce Oswald, and Werner Stiegler be appointed to the CPRC; and be it further

RESOLVED, that CPRC submit monthly progress reports for review of the Town Board; and be it further

RESOLVED, that all appointments are contingent upon completion and submission of the new Disclosure of Interest Statement pursuant to Chapter 19 Section 19-9 of the Town Code, unless already on file and information has not changed; and be it further

RESOLVED, that appointees 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 Del Vecchio

Councilman Battaglini

Supervisor Zulauf

Dated: June 1, 2016

RESOLUTION NO. 06:01:16 – 6
RE: Approve 2016 Intermunicipal Electronic Content Management Systems (“ECMS”) Policies and Procedures Manual as Part of the 2015-2016 New York State Archives Local Governmental Records Management Improvement Fund Shared ECMS Grant, and Authorizing Town Supervisor to Execute Acknowledgement of Acceptance

_____ offers the following and moves for its adoption:

WHEREAS, the Town of Beekman through its Town Board and the Town of Beekman Town Clerk, as the Town’s Records Management Officer, has engaged in discussions with the Towns of Dover, Amenia and North East with respect to the creation and implementation of an inter-municipal shared-services program for a shared electronic content/records management services program (“ECMS shared services program”); and

WHEREAS, the Towns of Amenia, Dover, Beekman and North East have received a \$130,452 New York State Archives Local Government Records Management Improvement Fund Grant (“the Grant”) to create and implement a permanent ECMS shared services program; and

WHEREAS, said Grant awarded purchases for specified equipment and out-source scanning services for the creation and implementation of the ECMS shared services program; and

WHEREAS, to insure the successful implantation of the ECMS shared services program, the Town of Dover Town Board and Records Management Officer (“RMO”) have agreed to adopt a Shared ECMS Policies and Procedures Manual (“Policies and Procedures Manual”) in compliance with New York State Archives’ standards and guidelines (“State standards”); and

WHEREAS, in support of the implementation of ECMS shared services program, the Town of Beekman Town Board is required to agree upon Policies and Procedures Manual so as to comply with the State standards; and

WHEREAS, the Town of Dover Town Board and RMO have submitted the proposed Policies and Procedures Manual, in the form annexed hereto, for approval by the Town of Beekman, now therefore be it

RESOLVED, that after review and due consideration, the Town Board hereby approves the 2016 Intermunicipal Electronic Content Management Systems Policies and Procedures Manual in substantial form as annexed to this Resolution; and authorizes the Town Supervisor, Barbara Zulauf to execute said 2016 Intermunicipal Electronic Content Management Systems Policies and Procedures Manual in substantial form as annexed to this Resolution on behalf of the Town Board.

Seconded _____

ROLL CALL VOTE:

Councilman Stiegler

Councilman Del Vecchio

Councilman Battaglini

Supervisor Zulauf

Dated: June 1, 2016

RESOLUTION NO. 06:01:16 – 7

RE: Authorize Supervisor to Authorize Shared Services (financial software grant)

_____ offers the following and moves for its adoption:

WHEREAS, grant opportunities are available for many projects in municipalities; and

WHEREAS, there is an opportunity for a Shared Services Grant involving Financial Software;
and

WHEREAS, The Town of Beekman will be the lead agency for this grant opportunity as we will share this opportunity with many surrounding municipalities; now therefore be it

RESOLVED, that the Supervisor, along with the Comptroller, be hereby authorized to complete the 2016 Dutchess County Municipal Consolidation and Shared Service Grant application.

Seconded _____

ROLL CALL VOTE:

Councilman Stiegler

Councilman Del Vecchio

Councilman Battaglini

Supervisor Zulauf

Dated: June 1, 2016

RESOLUTION NO. 06:01:16 – 8
RE: To Accept Donation of Picnic Table for Town Hall

_____ offers the following and moves for its adoption:

WHEREAS, Donald and Mary Homer have donated a picnic table for use at Town Hall; and

WHEREAS, Town Board Resolutions are required to accept all donations; now therefore be it

RESOLVED, that the Town of Beekman does hereby accept this donation and in so doing, does express its gratitude to Donald and Mary Homer, and be it further

RESOLVED, the record of this donation will be forwarded to the Town Clerk for her record of donations.

Seconded _____

ROLL CALL VOTE:
Councilman Stiegler
Councilman Del Vecchio
Councilman Battaglini
Supervisor Zulauf

Dated: June 1, 2016

RESOLUTION NO. 06:01:16 – 9
RE: Amend Dates of August 2016 Town Board Meetings

_____ offers the following and moves for its adoption:

WHEREAS, the 2016 Town Board meetings were set at the December 16, 2015 Town Board Meeting; and

WHEREAS, the August 3, 2016 and August 17, 2016 Town Board meetings are hereby canceled, now therefore be it

RESOLVED, that the August 2016 meeting dates will be as follows:

August 10, 2016 and August 24, 2016; and be it further

RESOLVED, that the August 10, 2016 and the August 24, 2016 meeting will be conducted at 7:00 pm at the Beekman Town Hall.

Seconded _____

ROLL CALL VOTE:
Councilman Stiegler
Councilman Del Vecchio
Councilman Battaglini
Supervisor Zulauf

Dated: June 1, 2016

RESOLUTION NO. 06:01:16 – 10
RE: Authorizing Entering into Agreement with County Regarding Certain Referrals Pursuant to the General Municipal Law

_____ offers the following and moves for its adoption:

WHEREAS, New York State General Municipal Law Section 239 requires local municipalities to refer applications for certain planning and zoning actions to the Dutchess County Department of Planning & Development for review; and

WHEREAS, New York State General Municipal Law authorizes the County to enter into agreements with local municipalities in order to determine which, if any, of the local municipal actions subject to referral may be deemed strictly matters of local determination, and therefore, not subject to the referral process, and

WHEREAS, the County hereby proposes to eliminate the necessity of the County's review and comment on the following local actions:

- a. administrative amendments (zoning amendments regarding fees, procedures, penalties, etc.)
- b. special use permits, use variances and area variances for residential uses; and
- c. renewals/extensions of site plans or special permits that have no changes from previous approvals.

Now therefore be it

RESOLVED, that the Administrator is authorized to enter into the attached Inter Municipal Agreement with Dutchess County to eliminate the requirement to refer certain actions to the Dutchess County Planning Department for review.

Seconded _____

ROLL CALL VOTE:
Councilman Stiegler
Councilman Del Vecchio
Councilman Battaglini
Supervisor Zulauf

Dated: June 1, 2016

RESOLUTION NO. 06:01:16 – 11

RE: Authorize Recreation Director to Attend National Recreation Conference

_____ offers the following and moves for its adoption:

WHEREAS, the NRPA Annual Conference will be held in St. Louis, Missouri, October 5-7, 2016; and

WHEREAS, Recreation Director, Jeanne Scigliano would like to attend this conference; and

WHEREAS, the Conference fee of \$509.00 is included in the 2016 Budget; and

WHEREAS, the Town does offer reimbursement for mileage to and from training Conferences, in this case \$449.00 toward mileage to and from the Conference; now therefore be it

RESOLVED, that the Recreation Director Jeanne Scigliano is hereby authorized to attend the NRPA Conference with a fee not to exceed \$958.00; and be it further

RESOLVED, that the budgeted training line is now unavailable.

Seconded _____

ROLL CALL VOTE:

Councilman Stiegler

Councilman Del Vecchio

Councilman Battaglini

Supervisor Zulauf

Dated: June 1, 2016

RESOLUTION NO. 06:01:16 –12
RE: Payment of Claims

_____ offers the following and moves for its adoption:

WHEREAS, the Comptroller 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	\$50,423.66
Claims to be paid from the DA-Highway Fund	\$13,782.96
Claims to be paid from the SS – Dover Ridge Sewer	\$ 0
Claims to be paid from the SW – Dover Ridge Water	\$ 495.00
Claims to be paid from the T - Trust & Agency	<u>\$ 1150.00</u>
	\$65,851.62

Payroll	11 6/2/16	Paid	\$57,944.83
General Fund	\$37,592.14		
Highway Fund	\$20,352.69		

Seconded _____

ROLL CALL VOTE:

Councilman Stiegler
Councilman Del Vecchio
Councilman Battaglini
Supervisor Zulauf

Dated: June 1, 2016

Other Town Board Business
Re: Approval of May 26, 2016 Special Meeting Minutes

_____ offers the following and moves for its adoption:

WHEREAS, Town Clerk Rachael Rancourt has provided copies of the minutes of the May 26, 2016 Special 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 May 26, 2016 Special Town Board Meeting.

Seconded _____

ROLL CALL VOTE:

Councilman Stiegler

Councilman Del Vecchio

Councilman Battaglini

Supervisor Zulauf

Dated: June 1, 2016

Other Town Board Business
RE: Accept Donation of Wooden Bench for Town Hall

_____ offers the following and moves for its adoption:

WHEREAS, Hot Ass Wood has donated a picnic table for use at Town Hall; and

WHEREAS, Town Board Resolutions are required to accept all donations; now therefore be it

RESOLVED, that the Town of Beekman does hereby accept this donation and in so doing, does express its gratitude to Hot Ass Wood, and be it further

RESOLVED, the record of this donation will be forwarded to the Town Clerk for her record of donations.

Seconded _____

ROLL CALL VOTE:

Councilman Stiegler

Councilman Del Vecchio

Councilman Battaglini

Supervisor Zulauf

Dated: June 1, 2016