

**April 11, 2023**

**BEEKMAN TOWN BOARD  
TOWN BOARD MEETING AGENDA  
APRIL 11, 2023  
7:00 PM**

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

**TOWN BOARD MEETING**

- Supervisor Comments
- Public comment on Agenda Items and Resolutions

**RESOLUTIONS**

1. Approval of March 28, 2023 Minutes
2. Set Public Hearing for Alaina Estates Drainage District
3. Approve Town of Beekman Budget Revision 2023-#3
4. Authorize Attendance at the 23<sup>RD</sup> Annual Finance Training
5. Update the Procurement Policy
6. Approval of Training for Town Justice
7. Approval of Town Clerks' attendance at NYSTCA Conference
8. Approve Band for Concert in the Park
9. Approve Entertainment for Senior Spring Brunch
10. Approval of Payment of Claims

*Other Town Board Business*

- General Board Comments
- **Next Regular Town Board Meeting: Tuesday, April 25, 2023 at 7:00 PM**

**\*AGENDA SUBJECT TO CHANGE**

**RESOLUTION NO.04:11:23-1**

**RE: APPROVAL OF PAST TOWN BOARD MINUTES**

**WHEREAS**, Town Clerk Laureen Abbatantuono has provided copies of the minutes of the March 28, 2023 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**, that the Town Board hereby accepts the minutes of the March 28, 2023 Town Board Meeting.

**Introduced: COUNCILMAN STIEGLER**

**Seconded: COUNCILMAN BATTAGLINI**

ROLL CALL VOTE:

Councilman Stiegler **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: April 11, 2023

**RESOLUTION NO.04:11:23-2**

**RE: SETTING PUBLIC HEARING FOR ALAINA ESTATES DRAINAGE DISTRICT**

**WHEREAS**, the Town Board of the Town of Beekman (the "Town Board" and the "Town", respectively), in the County of Dutchess, New York, has been presented with a petition by JSM Upstate Properties, Inc. ("JSM"), pursuant to Article 12 of the Town Law, to establish a drainage district within the territory described in the petition, which territory is located wholly within the Town (the "Proposed District"), and

**WHEREAS**, the boundaries of the Proposed District shall incorporate the entirety of the parcel of real property having the tax identification number of 132200-6758-00-642721-0000 and being more particularly described in a deed from Nicolosi Buildings Inc. to JSM Upstate Properties Inc. dated November 21, 2006 and recorded in the Dutchess County Clerk's Office on December 11, 2006 as Document No. 02 2006 9795, and

**WHEREAS**, a map, plan and report has been prepared by Day Stokosa Engineering P.C., duly licensed engineers of the State of New York (the "Engineers"), describing the general plan for the Proposed District (the "MPR"), with maximum creation costs of \$ to be determined and finalized in subsequent resolutions and

**WHEREAS**, all costs associated with the creation including construction work and other expenses for the Proposed District shall be paid by JSM so that no expense occasioned by the creation of the Proposed District shall be levied and collected from the land within the District, and

**WHEREAS**, it is projected that the annual maintenance for the Proposed District as a whole shall be Five Thousand Three Hundred Sixty and 00/100 Dollars (\$5,360.00) per year, to be adjusted annually by the Town Board,

**NOW, THEREFORE, it is ORDERED and RESOLVED**, that a meeting of the Town Board of the Town be held at the Town Hall, 4 Main Street, Poughquag, New York 12570, in the Town, on the 25<sup>th</sup> day of April, 2023 at 7PM to consider said establishment of facilities of the Proposed District and to hear all persons interested in the subject thereof concerning the same and for such other action on the part of the Town Board with relation thereto as may be required by law; and it is

**FURTHER ORDERED and RESOLVED**, that the Town Clerk publish at least once in the official newspaper of the Town of Beekman, and hereby designated as the official newspaper of the Town for such publication, and posted on the signboard of the Town, certified by said Town Clerk, the first publication thereof and said posting to be not less than ten (10) nor more than twenty (20) days before the date of such public hearing.

**Introduced: COUNCILMAN BATTAGLINI**

**Seconded: COUNCILMAN LEMAK**

ROLL CALL VOTE:

Councilman Stiegler **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: April 11, 2023

**RESOLUTION NO. 04:11:23-3**

**RE: APPROVE TOWN OF BEEKMAN BUDGET REVISIONS #2023-3**

**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 #2023-3

**Budget Revisions for March 2023 # 2023-3**

<b>Revision #</b>	<b>Account #</b>	<b>Account</b>	
<b>Title</b>	<b>Increase</b>	<b>Decrease</b>	

**General Fund**

2023-03-01	A-7110-0200	Park Equipment	2,650
	A-1990-0440	Contingent	

Account		2,650	
		-Transfer for County Expense	

2023-03-02	A-8010-0400	Zoning Expense	100
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STAFF	A-8010-0100	Zoning	100
			-Transfer for Expense
2023-03-03	A-9040-0800	Workers Comp Insurance	3,713
Account	A-1990-0400	Contingent	3,713
			-Transfer for New Contract Expense
2023-03-04	A-9190-0800	Retiree Health Insurance	3,637
Account	A-1990-0400	Contingent	3,637
			-Transfer for Retiree GHI

**Highway Fund**

2023-03-05	DA-5130-0402	Radio Contract	348
Expense	DA-5130-0400	Machinery	348
			-Increase New Contract Amount

**Sewer Fund**

2023-03-06	SS-8189-0450	Contract OFM	2,211
Removal	SS-8189-0470	Sludge	2,000
Expense	SS-8189-0480	Other	211
			-Revise for New Contract Amount

**Water Fund**

2023-03-07	SW-8340-0450	Contract O&M	393
Expense	SW-8340-0480	Other	393
			-Revise for New Contract Amount

**Capital Fund**

2023-03-08	H-1620-0500	Building Improvements	3,345
Expense	H-1620-0400	Building	3,345
			-Transfer for Final Payment

**Introduced: SUPERVISOR COVUCCI**  
**Seconded: COUNCILWOMAN WOHRMAN**

ROLL CALL VOTE:

Councilman Stiegler	<b>AYE</b>
Councilman Battaglini	<b>AYE</b>
Councilman Lemak	<b>AYE</b>
Councilwoman Wohrman	<b>AYE</b>
Supervisor Covucci	<b>AYE</b>

Dated: April 11, 2023

**RESOLUTION NO.04:11:23-4**

**RE: AUTHORIZING ATTENDANCE AT THE 23 rd. ANNUAL TOWN FINANCE SCHOOL**

**WHEREAS**, the Association of Towns of the State of New York (AOT) and the Office of the State Comptroller (OSC) , Division of Local Government and School Accountability is holding their 23rd Annual Town Finance School in Albany New York; and

**WHEREAS**, the Auditing and Financial Reporting Training scheduled for May 15 and 16, 2023 would be beneficial for our Finance Department and Town Board; and

**WHEREAS**, the funds are available for this course;

**NOW, THEREFORE, BE IT RESOLVED**, that up to two people, to be chosen at a later date, are hereby authorized to attend said session with actual and necessary expense reimbursed or paid directly as audited by the Town Board at a cost not to exceed \$250.00 per person, including mileage and tolls with appropriate receipts.

**Introduced: COUNCILMAN LEMAK**

**Seconded: COUNCILMAN BATTAGLINI**

ROLL CALL VOTE:

Councilman Stiegler **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: April 11, 2023

**RESOLUTION NO. 04:11:23-5**

**RE: ADOPT THE REVISED PROCUREMENT POLICY**

**WHEREAS**, the Town of Beekman adopted a Procurement Policy described under NYS GML Section 104-b in 2008 with the last revision in August of 2020; and

**WHEREAS**, it is the Town's objective to obtain materials, supplies, equipment and services that are of suitable quality in the accurate quantity from the right source at the most competitive price in compliance with the Town's Procurement Policy; and

**WHEREAS**, the Town's current Procurement Policy requires an annual review of the purchasing policies and procedures; and

**WHEREAS**, current economic and budgetary concerns make it necessary to establish better controls of expenditures before they occur,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Beekman does hereby adopt the revised Procurement Policy, dated April 11, 2023, to be effective immediately; and

**BE IT FURTHER RESOLVED**, that a copy of the revised Procurement Policy will be placed on the desk of each department head.

**Introduced: COUNCILWOMAN WOHRMAN**

**Seconded: COUNCILMAN STIEGLER**

ROLL CALL VOTE:

Councilman Stiegler **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: April 11, 2023

**RESOLUTION NO. 04:11:23-6**

**RE: APPROVE TRAINING FOR NEWLY APPOINTED TOWN JUSTICE**

**WHEREAS**, pursuant to § 17.2 of the Rules of the Chief Judge (22 NYCRR 17.2), each newly appointed Town or Village Justice is required to attend the first available Certification Course after his/her appointment or election; and

**WHEREAS**, the Office of Court Administration is offering an in-person Spring 2023 Taking the Bench Certification Course to be held April 17-21, 2023 in Albany, NY;

**NOW, THEREFORE, BE IT RESOLVED**, that authorization is hereby given for Town of Beekman Justice Linda Murray to attend the mandatory training, and that actual and necessary expenses will be reimbursed or paid directly as audited by the Town Board, to include mileage and tolls with appropriate receipts.

**Introduced: COUNCILMAN STIEGLER**

**Seconded: COUNCILMAN BATTAGLINI**

ROLL CALL VOTE:

Councilman Stiegler **AYE**

Councilman Battaglini **AYE**  
Councilman Lemak **AYE**  
Councilwoman Wohrman **AYE**  
Supervisor Covucci **AYE**  
Dated: April 11, 2023

**RESOLUTION NO. 04:11:23-7**

**RE: APPROVE ATTENDANCE AT NYS TOWN CLERKS' 2023 CONFERENCE**

**WHEREAS**, New York State Town Clerks' Association 2023 Conference will be held in Syracuse, NY, from April 23-26, 2023; and

**WHEREAS**, the Town Clerk has registered to attend;

**NOW, THEREFORE, BE IT RESOLVED**, that authorization is hereby given for the Town Clerk to attend the Conference, and that actual and necessary expense be reimbursed or paid directly as audited by the Town Board to include mileage if using her own vehicle.

**Introduced: COUNCILMAN BATTAGLINI**

**Seconded: COUNCILMAN STIEGLER**

ROLL CALL VOTE:

Councilman Stiegler **AYE**  
Councilman Battaglini **AYE**  
Councilman Lemak **AYE**  
Councilwoman Wohrman **AYE**  
Supervisor Covucci **AYE**  
Dated: April 11, 2023

**RESOLUTION NO. 04:11:23-8**

**RE: APPROVE ENTERTAINMENT FOR BAND CONCERT AT TOWN CENTER PARK**

**WHEREAS**, the 2023 Recreation Budget included funding for entertainment for events for the summer months,

**NOW, THEREFORE, BE IT RESOLVED**, that the following expenditure be approved in the amount of \$500, for live music performed by "Noise in the Basement" to perform at Town Center Park Pavilion on June 9, 2023 at 6:00 PM.

**Introduced: COUNCILMAN LEMAK**

**Seconded: COUNCILWOMAN WOHRMAN**

ROLL CALL VOTE:

Councilman Stiegler **AYE**  
Councilman Battaglini **AYE**  
Councilman Lemak **AYE**  
Councilwoman Wohrman **AYE**  
Supervisor Covucci **AYE**  
Dated: April 11, 2023

**RESOLUTION NO. 04:11:23-9**

**RE: APPROVE ENTERTAINMENT FOR SENIOR MAY BRUNCH**

**WHEREAS**, the Senior Center has a May Brunch scheduled for Monday, May 18, 2023 from the hours of 11 am to 2 pm, at Recreation Park, and

**WHEREAS**, the costs of the meal will be covered by the \$6.00 per person fee for Town of Beekman Senior residents and a \$8.00 per person fee for non-residents/ non-seniors collected for the party,

**NOW, THEREFORE, BE IT RESOLVED**, that the following expenditures be authorized, Bob Martinson for an amount not to exceed \$150.00.

**Introduced: SUPERVISOR COVUCCI**

**Seconded: COUNCILWOMAN WOHRMAN**

ROLL CALL VOTE:

Councilman Stiegler **AYE**  
Councilman Battaglini **AYE**  
Councilman Lemak **AYE**  
Councilwoman Wohrman **AYE**  
Supervisor Covucci **AYE**  
Dated: April 11, 2023

**RESOLUTION NO. 04:11:23-10**

**RE: PAYMENT OF CLAIMS**

**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	\$	31,004.98
Claims to be paid from the DA-Highway Fund	\$	3,930.76
Claims to be paid from the SS – Dover Ridge Sewer	\$	26,236.16
Claims to be paid from the SW – Dover Ridge Water	\$	30.10
Claims to be paid from the H-Capital Fund	\$	54.00
	\$	61,256.00

**3/30/2023 Payroll #7**

General Fund	\$	34,018.55
Highway Fund	\$	28,727.88
	\$	62,746.43

**Introduced: COUNCILWOMAN WOHRMAN**

**Seconded: COUNCILMAN LEMAK**

ROLL CALL VOTE:

Councilman Stiegler **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: April 11, 2023