

**TOWN OF BEEKMAN TOWN BOARD**  
**Minutes for Tuesday February 14, 2023**

The Town of Beekman Board met for their regularly scheduled meeting on Tuesday February 14th, 2023. The meeting was called to order by Supervisor Covucci at 7:00PM. The following members were present: Supervisor Mary Covucci, Councilman Stiegler, Councilman Battaglini, Councilman Lemak and Councilwoman Sharon Wohrman.

Also present were the Town Clerk – Laureen Abbatantuono

**Supervisor Covucci** led the Pledge of Allegiance. Supervisor Covucci pointed out the emergency exits and called for a moment of silence for all those who have served our Country.

**Supervisor Covucci made a motion to open the Public Hearing for Local Law #1 Property Tax Exemption Volunteer Firefighters at 7:02PM, seconded by Councilman Battaglini, there were no written comments. Supervisor Covucci made a motion to close the public hearing at 7:07PM, seconded by Councilman Stiegler.**

**Public Comments:** Leonard Jerram 112 Beyer Drive, questioned how one would qualify for points for volunteer exemptions, also mentioned the concern regarding volunteers and a potential of in time becoming a paid department due to lack of volunteers.

**Supervisor Covucci made a motion at 7:10PM to open the Public Hearing for Local Law #2- Maximum Income Eligibility Limits for Senior Citizen Tax Exemption, seconded by Councilman Stiegler. There were no written comments. Supervisor Covucci made a motion to close the public hearing at 7:12PM, seconded by Councilman Stiegler.**

**Supervisor Covucci made a motion at 7:22PM to open the Public Hearing for Local Law 7:22PM, seconded by Councilman Battaglini. There were not written comments. Supervisor Covucci made a motion to close the Public Hearing at 7:27PM, seconded by Councilman Battaglini.**

**Resolutions were read by the Town Board members**

**Supervisor Covucci** Next Regular Town Board Meeting: Tuesday, February 28th, 2023 at 7:00 PM

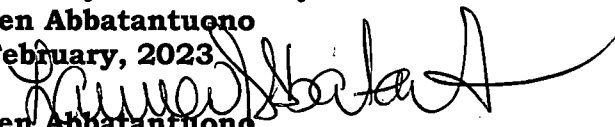
**Supervisor Covucci made a motion at 7:49PM to adjourn the meeting, seconded by Councilman Stiegler.**

**Respectfully Submitted by Town Clerk**

**Laureen Abbatantuono**

**28<sup>th</sup> February, 2023**

**Laureen Abbatantuono**



**BEEKMAN TOWN BOARD  
TOWN BOARD MEETING AGENDA  
FEBRUARY 14, 2023**

**7:00 PM**

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

**PUBLIC HEARING**

- 7:00 PM Local Law #1 Property Tax Exemption Volunteer Firefighters and Ambulance Workers
- 7:10 PM Local Law #2-Maximum Income Eligibility Limits for Senior Citizens Tax Exemption
- 7:20 PM Local Law #3-Maximum Income Eligibility Limits for Persons with Disabilities

**TOWN BOARD MEETING**

- Supervisor Comments
- Public comment on Agenda Items and Resolutions

**RESOLUTIONS**

1. Approval of January 24, 2023 Minutes
2. Approval of February 3, 2023 Minutes
3. Accept the Resignation of the Honorable John Garito
4. Accept the Donation of File Cabinets from Dutchess County
5. Approval for Senior Bus Trips and Events for 2023
6. Local Law #1 of 2023 re Property Tax Exemption for Volunteer Firefighters and Ambulance Workers
7. Local Law #2 of 2023 re Maximum Income Eligibility for Seniors
8. Local Law #3 of 2023 re Maximum Income Eligibility for Persons with Disabilities
9. Approve Town of Beekman Budget Revision 2022-#12
10. Authorize Intermunicipal Agreement for Joint Ethics Board
11. Update Sexual Harassment Officers
12. Approving Additions/Withdrawals to the Restricted Fund Balances
13. Update It Security Policy
14. Approval of Payment of Claims

- Other Town Board Business

- General Board Comments
- Next Regular Town Board Meeting: Tuesday, February 28, 2023 at 7:00 PM

**\*AGENDA SUBJECT TO CHANGE**

**RESOLUTION 02:14:23-1**

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

**WHEREAS,** Town Clerk Laureen Abbatantuono has provided copies of the minutes of the January 24, 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 January 24, 2023 Town Board Meeting.

**Introduced: COUNCILMAN STIEGLER**

**Seconded: COUNCILMAN BATTAGLINI**

**ROLL CALL VOTE:**

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

**Dated: February 14, 2023**

**RESOLUTION 02:14:23-2**  
**RE: APPROVAL OF PAST TOWN BOARD MINUTES**

**WHEREAS,** Town Clerk Laureen Abbatantuono has provided copies of the minutes of the February 3, 2023 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,** that the Town Board hereby accepts the minutes of the February 3, 2023 Special Town Board Meeting.

**Introduced: COUNCILMAN BATTAGLINI**

**Seconded: COUNCILWOMAN WOHRMAN**

**ROLL CALL VOTE:**

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

**Dated: February 14, 2023**

**Dated: February 14, 2023**

**RESOLUTION NO. 02:14:23-3**  
**RE: ACCEPTING THE RESIGNATION OF THE HONORABLE JOHN GARITO**

**WHEREAS**, the Honorable John Garito has submitted his resignation as Town Justice to the Town of Beekman effective February 2, 2023,

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board accepts the resignation of the Honorable John Garito and would like to thank him for his 48 years of dedicated service to the town.

**Introduced: SUPERVISOR COVUCCI**

**Seconded: COUNCILMAN STIEGLER**

**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: February 14, 2023**

**RESOLUTION 02:14:23-4**  
**RE: ACCEPT DONATION OF FILE CABINETS**

**WHEREAS**, the Assessor's Office has received 4 File Cabinets from the Dutchess County Storeroom; and

**WHEREAS**, Town Board resolutions are required to accept all donations,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board does hereby accept this donation and in doing so, does express it's gratitude to Dutchess County, and

**BE IT FURTHER RESOLVED**, that the record of this donation will be forwarded to the Town Clerk for her record of donations.

**Introduced:      COUNCILMAN LEMAK**

**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: February 14, 2023**

**RESOLUTION NO. 02:14:23-5**  
**RE: AUTHORIZE PROPOSED SENIOR BUS TRIPS/EVENTS FOR THE YEAR 2023**

**WHEREAS**, the 2023 Budget includes funding for the cost of a variety of bus trips/events for the Senior Citizens Program; and

**WHEREAS**, deposits are required for tours, shows and meals to guarantee the reservations, which deposits are reimbursed to the town through ticket sales;

**NOW, THEREFORE, BE IT RESOLVED**, that payment for the charter of a bus for the following trips and/or entertainment is hereby authorized:

<u>Date</u>	<u>Venue / Bus Cost</u>	<u>Resident Seniors</u>	<u>Non-Resident Non-Seniors</u>	<u>Non-Resident / Non- Seniors (Grandfathered)</u>
March 20	St. Joseph's and Patrick Day Harvest Duo <b>\$275</b>	\$ 15 R	\$ 20 NR	
April 13	Riverview Inn / Comedian Matamoras, PA <b>Bus Cost: \$1,450.00 Coach</b>	\$ 54 R	\$ 69 NR	\$64 GF
May TBD	Light House Tour/ Lunch Mystic, CT <b>Bus Cost: \$1,790.00 Coach</b>	\$ 39 R	\$ 54 NR	\$49 GF
June 8	Goodspeed Opera House "Gypsy" East Haddam, CT <b>Bus Cost: \$1,590.00 JTR</b>	\$ 98 R	\$ 113 NR	\$ 108 GF
July 20	Summer BBQ John Hannah <b>\$395</b>	\$ 10 R	\$ 12 NR	
Aug 17	Ace in Hole Denver/Campbell Patterson, NJ <b>Bus Cost: \$1,450.00 Coach</b>	\$ 72 R	\$ 87 NR	\$ 82 GF
Sept 14	Silver Birches/Italian Fest Hawley, PA <b>Bus Cost: \$1,490.00 Coach</b>	\$ 49 R	\$ 64 NR	\$ 59 GF
Sept 28	Annual Senior Picnic John Hannah <b>\$395</b>	FREE	\$ 10 NR	
Oct 2	Villa Roma/Oktoberfest Calicoon, NY <b>Bus Cost: \$1,350.00 Coach</b>	\$ 60 R	\$ 75 NR	\$ 70 GF

Nov 16	Friendsgiving	\$ 12 R	\$ 14 NR
	TBD		
Dec	Christmas	TBD	TBD
	TBD		

**Introduced: COUNCILWOMAN WOHRMAN**

**Seconded: COUNCILMAN BATTAGLINI**

**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: February 14, 2023**



**RESOLUTION 02:14:23-6**  
**RE: ADOPTION OF LOCAL LAW NO. 1 OF 2023 A LOCAL LAW TO AMEND**  
**CHAPTER 135 OF THE TOWN CODE CONCERNING PROPERTY TAX EXEMPTION**  
**FOR VOLUNTEER FIREFIGHTERS AND AMBULANCE WORKERS**

**WHEREAS**, a proposed local law, known as Local Law No. 1 of 2023 entitled "A LOCAL LAW TO AMEND TOWN OF BEEKMAN CODE SECTION 135 OF THE TOWN CODE CONCERNING PROPERTY TAX EXEMPTION FOR VOLUNTEER FIREFIGHTERS AND AMBULANCE WORKERS" was introduced before this Board on January 24, 2023; and

**WHEREAS**, the Town Board members had the opportunity to review the proposed local law and it has sat on the desks of the Town Board for the required period of time; and

**WHEREAS**, a public hearing was held on the 14th day of February, 2023 at 7:00 p.m. at Beekman Town Hall, 4 Main Street, Poughquag, in the Town of Beekman, New York, with proper notice having been given therefore; and

**WHEREAS**, at this public hearing the Town Board members considered any public comments received during the public hearing as well as any written comments received;

**NOW, THEREFORE, BE IT ENACTED**, the Town Board hereby adopts Local Law No.1 of 2023 entitled "A LOCAL LAW TO AMEND SECTION 135 OF THE CODE OF THE TOWN OF BEEKMAN ENACTING A PROPERTY TAX EXEMPTION FOR VOLUNTEER FIREFIGHTERS AND AMBULANCE WORKERS PURSUANT TO SECTION 466-A OF THE REAL PROPERTY TAX LAW; and

**BE IT FURTHER RESOLVED**, that the Town Clerk is hereby authorized and directed to file forthwith a copy of this Local Law No.1 with the New York State Secretary of State.

**Introduced:     COUNCILMAN STIEGLER**

**Seconded:       COUNCILMAN LEMAK**

**ROLL CALL VOTE:**

Councilman Stiegler	<b>AYE</b>
Councilman Battaglini	<b>ABSTAIN</b>

Councilman Lemak           **AYE**  
Councilwoman Wohrman **ABSTAIN**  
Supervisor Covucci       **AYE**

Dated: February 14, 2023

**RESOLUTION 02:14:23-7**

**RE: ADOPTION OF TOWN OF BEEKMAN LOCAL LAW NO. 2 of 2023 ENTITLED "A LOCAL LAW TO AMEND TOWN OF BEEKMAN CODE SECTION 135, ARTICLE III – SENIOR CITIZEN EXEMPTION"**

**WHEREAS**, a proposed local law, known as Local Law No. 2 of 2023 entitled "A LOCAL LAW TO AMEND TOWN OF BEEKMAN CODE SECTION 135, ARTICLE III – SENIOR CITIZEN EXEMPTION PURSUANT TO SECTION 467- OF THE REAL PROPERTY TAX LAW" was introduced before this Board on February 3, 2023; and

**WHEREAS**, the Town Board members had the opportunity to review the proposed local law and it has sat on the desks of the Town Board for the required period of time; and

**WHEREAS**, a public hearing was held on the 14th day of February, 2023 at 7:10 p.m. at Beekman Town Hall, 4 Main Street, Poughquag, in the Town of Beekman, New York, with proper notice having been given therefore; and

**WHEREAS**, at this public hearing the Town Board members considered any public comments received during the public hearing as well as any written comments received;

**NOW, THEREFORE, BE IT ENACTED**, the Town Board hereby adopts Local Law No.2 of 2023 entitled "A LOCAL LAW TO AMEND TOWN OF BEEKMAN CODE SECTION 135, ARTICLE III – SENIOR CITIZEN EXEMPTION PURSUANT TO SECTION 467- OF THE REAL PROPERTY TAX LAW"; and

**BE IT FURTHER RESOLVED**, that the Town Clerk is hereby authorized and directed to file forthwith a copy of this Local Law No.2 with the New York State Secretary of State.

**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: February 14, 2023

**RESOLUTION 02:14:23-8**

**RE: ADOPTION OF TOWN OF BEEKMAN LOCAL LAW NO. 3 of 2023 ENTITLED "A  
LOCAL LAW TO AMEND TOWN OF BEEKMAN CODE SECTION 135, ARTICLE III –  
DISABLED PERSONS EXEMPTION"**

**WHEREAS**, a proposed local law, known as Local Law No. 3 of 2023 entitled "A LOCAL LAW TO AMEND TOWN OF BEEKMAN CODE SECTION 135, ARTICLE III – DISABLED PERSONS EXEMPTION PURSUANT TO SECTION 467- OF THE REAL PROPERTY TAX LAW" was introduced before this Board on February 3, 2023; and

**WHEREAS**, the Town Board members had the opportunity to review the proposed local law and it has sat on the desks of the Town Board for the required period of time; and

**WHEREAS**, a public hearing was held on the 14th day of February, 2023 at 7:20 p.m. at Beekman Town Hall, 4 Main Street, Poughquag, in the Town of Beekman, New York, with proper notice having been given therefore; and

**WHEREAS**, at this public hearing the Town Board members considered any public comments received during the public hearing as well as any written comments received;

**NOW, THEREFORE, BE IT ENACTED**, the Town Board hereby adopts Local Law No.3 of 2023 entitled "A LOCAL LAW TO AMEND TOWN OF BEEKMAN CODE SECTION 135, ARTICLE III – DISABLED PERSONS EXEMPTION PURSUANT TO SECTION 467- OF THE REAL PROPERTY TAX LAW"; and

**BE IT FURTHER RESOLVED**, that the Town Clerk is hereby authorized and directed to file forthwith a copy of this Local Law No.3 with the New York State Secretary of State.

**Introduced: SUPERVISOR COVUCCI**

**Seconded: COUNCILMAN BATTAGLINI**

**ROLL CALL VOTE:**

Councilman Stiegler        AYE  
Councilman Battaglini      AYE

Councilman Lemak           **AYE**  
Councilwoman Wohrman **AYE**  
Supervisor Covucci       **AYE**

Dated: February 14, 2023

**RESOLUTION 2:14:23-9**  
**RE: APPROVE TOWN OF BEEKMAN BUDGET REVISIONS #2022-12**

**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 #2022-12

**Budget Revisions for December 2022 # 2022-12**

<u>Revision #</u>	<u>Account #</u>	<u>Account Title</u>	<u>Increase</u>	<u>Decrease</u>
<b><u>General Fund</u></b>				
2022-12-01	A-1110-0103	Justice Court Comp Time	261	
	A-1110-0112	Justice Court PT Staff	3,263	
	A-1110-0413	Justice Court Security	385	
	A-1110-0101	Justice Court Staff		3,909
		-Transfer for PT Staff + Security		
2022-12-02	A-1220-0414	Supervisor Cell phone	45	
	A-1220-0410	Supervisor Committee		45
		-Transfer for Cell Phone		
2022-12-03	A-1310-0440	Fiscal Advisor Special	3,569	
	A-1315-0107	Finance Other Labor	1,295	
	A-1315-0112	Finance Part Time Staff	1,818	
	A-1315-0470	Financial Consulting	4,000	
	A-1315-0490	Finance Payroll Services	1,020	
	A-1315-0101	Bookkeeper		6,702
	A-1010-0107	TB Reserve Labor		5,000
		-Transfer for Staff + Payroll Services		
2022-12-04	A-1420-0400	General Counsel #1	20,575	
	A-1420-0410	Legal Counsel Defense	9,699	
	A-1420-0420	Legal Counsel Court	2,776	
	A-1420-0430	Legal Counsel Hwy.	5,328	
	A-1420-0440	Legal Counsel Labor	8,907	
	A-1420-0470	Bond Counsel	5,000	
	A-1990-0400	Contingent Account		50,000

	A-1420-0401	General Counsel #2	2,285
		-Transfer for Legal Counsel Services	
2022-12-05	A-1440-0400	Engineering Expense	12,500
	A-1010-0107	TB Reserve Staff	12,500
		-Transfer for Engineering Services	
2022-12-06	A-1620-0250	Town Hall Improvements	23,533
	A-0000-9911	*Assigned Repair Reserve	23,533
		-Funding for Boiler Replacement	
2022-12-07	A-1620-0250	Town Hall Improvements	7,312
	A-7180-0400	Lake Expense	4,700
	A-7110-0200	Rec Center Improvements	12,012
		-Transfer for Highway Services	
2022-12-08	A-1620-0400	Town Hall Expense	1,957
	A-1620-0416	Building Electric	645
	A-1680-0400	EDP Expense	2,602
		-Transfer for Town Hall Expenses	
2022-12-09	A-1670-0490	Central Publishing	200
	A-1670-0400	Central Printing	200
		-Transfer for Expense	
2022-12-10	A-3620-0101	Safety Staff	2,547
	A-3620-0402	Safety Travel	53
	A-3620-0460	Safety Software	4,400
	A-3620-0112	Safety PT Staff	7,000
		-Transfer for Staff + software	
2022-12-11	A-5010-0112	Hwy Office Staff	14
	A-5010-0401	Hwy Supplies	90
	A-5010-0414	Supt Cell Phone	36
	A-5010-0200	Hwy Office Equipment	140
		-Transfer for Hwy Office Expenses	
2022-12-12	A-5132-0409	Garage Heat	2,480
	A-5132-0416	Garage Electric	2,182
	A-5132-0430	Garage Refuse	428
	A-1010-0107	TB Reserve labor	5,090
		-Transfer for Garage Expenses	
2022-12-13	A-5182-0400	Street Light Expense	1,000
	A-5132-0460	Garage Contracts	1,000

-Transfer for Street Lighting

2022-12-14	A-6772-0112	Aging PT Staff	2,332	
	A-6772-0401	Aging Supplies	199	
	A-6772-0411	Aging Program Expense	469	
	A-6772-0414	Aging Trips		3,000
		-Transfer for Program Expenses		
2022-12-15	A-7020-0107	Rec Office Other Labor	164	
	A-7020-0112	Rec Office P.T. Staff	1,137	
	A-7110-0101	Parks Worker	336	
	A-7110-0118	Parks GHI Buyout	69	
	A-7110-0450	Parks Equipment Maint.	944	
	A-7020-0101	Rec Office Staff		2,650
		-Transfer for Staff Expenses		
2022-12-16	A-7111-0400	Rec Center Expenses	1,916	
	A-7111-0420	Rec Center Utilities	3,005	
	A-7111-0430	Rec Center Refuse	293	
	A-7112-0400	Town Center Expense	406	
	A-7020-0101	Rec Office Staff		5,620
		-Transfer for Parks + Expenses		
2022-12-17	A-7180-0420	Lake Utilities	264	
	A-7551-0457	Snow Flake Expense	217	
	A-7551-0453	Easter Egg Hunt Expense		481
		--Transfer for Various Expenses		
2022-15-18	A-8020-0400	Planning Expense	125	
	A-8020-0401	Planning Supplies		125
		-Transfer for Expense		
2022-12-19	A-9060-0801	MVP Deductibles	2,223	
	A-9060-0800	Health Insurance		2,223
		-Transfer for Medical Deductibles		
2022-12-20	A-0000-9912	Assigned For Capital Use		350,000
	A-0000-4089 *	Federal Aid-ARPA	350,000	
		-Record ARPA Funds Use		

**Highway Fund**

2022-12-21	DA-5110-0107	General Other Labor	30,537	
	DA-5110-0402	Repairs Signs	189	
	DA-5110-0408	Calcium Chloride	100	

	DA-5110-0410	Repairs Blacktop	5,864	
	DA-5110-0415	Repairs Grates	2,950	
	DA-9901-0900	Transfer to Funds		39,640
		-Transfer for General Expenses		
2022-12-22	DA-5130-0401	Machinery Uniform	383	
	DA-5130-0405	Machinery Repairs	9,977	
	DA-9901-0900	Transfer to Funds		10,360
		-Transfer for Repairs + Uniforms		
2022-12-23	DA-5142-0103	Snow Overtime	1,740	
	DA-5142-0116	Snow Seasonal Labor	260	
	DA-5142-0100	Snow Labor		2,000
		-Transfer for Labor Expense		
<b><u>Sewer Fund</u></b>				
2022-12-24	SS-8189-0400	Sewer Repairs	4,546	
	SS-8189-0420	Sewer Utilities	639	
	SS-8189-0450	Contract Operations	1,385	
	SS-8189-0470	Sludge Removal	956	
	SS-8189-0460	Special Services		526
	SS-0000-9910	Fund Balance Approp.	7,000	
		-Funding for Year End Expenses		
<b><u>Water Fund</u></b>				
2022-12-25	SW-8340-0420	Water Utilities	1,963	
	SW-8340-0450	Contract OTM	367	
	SW-8340-0470	Special Repairs	4,210	
	SW-8340-0480	Other Expenses	5,310	
	SW-8340-0400	Water Repairs		1,850
	SW-0000-9910	Fund Balance	10,000	
		-Funding for Year End Expenses		
<b><u>Capital Fund</u></b>				
2022-12-26	H-1620-0400	Town Hall Project Expenses	5,000	
	H-1620-0470	Town Hall Project Consulting		5,000
		-Transfer for Project Expenses		
2022-12-27	H-1621-0200	Town Hall Security	10,000	
	H-0000-5030	Transfer In General Fund	10,000	
		-Increase Alarm Project Budget		
2022-12-28	H-5120-0440	Bridge Project Engineering	3,612	
	H-5120-0401	Bridge Project Expenses		3,612
		-Transfer for Project Engineering		
2022-12-29	H-7111-0440	Park Project Engineering	6,000	

H-7111-0400	Park Project Expense	6,000
	-Transfer for Project Engineering	

2022-12-30	H-9901-0900	Transfer Out	4,100
	H-0000-2770	Other Revenues	4,100
		-Revise Transfers Out	

**Introduced: COUNCILMAN LEMAK**

**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: February 14, 2023**



**RESOLUTION NO. 02:14:23-10**  
**RE: AUTHORIZE INTERMUNICIPAL AGREEMENT FOR ESTABLISHMENT OF A JOINT**  
**ETHICS BOARD**

**WHEREAS**, the Supervisor and Town Board expect the highest ethical standards for members of the various boards, the town employees and all elected officials; and

**WHEREAS**, the Supervisor and Deputy Supervisor have helped to spearhead the formation of a Joint Ethics Board with neighboring municipalities so that an objective hearing can be held on ethical questions for the residents in different communities in the Southern Dutchess region;

**NOW, THEREFORE, BE IT RESOLVED**, that the Supervisor is authorized to sign an Inter-municipal Agreement (IMA) with the Towns of Beekman, East Fishkill and the Village of Pawling.

**Introduced: COUNCILWOMAN WOHRMAN**

**Seconded: COUNCILMAN STIEGLER**

**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: February 14, 2023**

**RESOLUTION NO. 02:14:23-11**  
**RE: UPDATE SEXUAL HARASSMENT OFFICERS**

**WHEREAS**, pursuant to Section 296 of the New York State Executive Law the Town of Beekman adopted the Town of Beekman Policy Statement and Procedure against Sexual Harassment by Resolution No. 10:24:18 - 11 (243); and

**WHEREAS**, due to staff changes the Town Board is desirous to update the officers

**NOW, THEREFORE, BE IT RESOLVED**, that the Town's Sexual Harassment Officers are designated as:

Linda Bloomer  
Dani Plastini  
Theresa Manzo  
Colleen Hayes – alternate.

**Introduced: COUNCILMAN STIEGLER**

**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: February 14, 2023**

**RESOLUTION NO. 02:14:23 - 12**  
**RE: RESOLUTION APPROVING ADDITIONS AND WITHDRAWALS TO THE TOWN**  
**RESTRICTED FUND BALANCES FOR FISCAL YEAR ENDING DEC. 31, 2022**

**WHEREAS**, the Town of Beekman annually approves additions and withdrawals to the established Government Funds Restricted and Assigned Reserve Funds, and

**WHEREAS**, the Town desires to finalize the annual Additions and Withdrawals to these Funds for fiscal year ending December 31, 2022;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Beekman hereby approves the following Maximum Additions and Withdrawals to the Government Fund Restricted and Assigned Fund Balances for Fiscal Year Ending Dec. 31, 2022.

<b>Restricted/Assigned Fund Balance</b>	<b>Beg. Balance</b>	<b>Addition</b>	<b>Withdrawal</b>	<b>Ending Balance</b>
A Reserve for Comp Absences	\$ 45,640	\$	\$ (7,640)	\$ 38,000
A Reserve for Retirement	646,920		(100,000)	546,920
A Reserve for Claims	100,000			100,000
A Reserve for Repairs	112,097		(23,533)	88,564
A Assigned for Capital Use	1,500,000	352,050	(352,050)	1,500,000
A Reserve for Debt Service		2,774		2,774
DA Reserve for Comp Absences	36,360		13,360	23,000
DA Reserve for Snow Repairs	100,000			100,000
DA Reserve for Equipment	98,870	5,000		103,870
DA Reserve for Debt Service		2,784		2,784
SW Reserve for Debt Service		14,784		14,784

**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: February 14, 2023

**RESOLUTION NO. 02:14:23-13**  
**RE: UPDATE IT USAGE AND SECURITY POLICY**

**BE IT RESOLVED**, that the Town Board of the Town of Beekman does hereby appoint Logically as the Town's Information Technology Manager for the 2023 fiscal year; and

**BE IT FURTHER RESOLVED**, that the Town adopts the attached Information System Usage & Security Policy in form and substance as attached hereto as the IT policy for the Town of Beekman; and

**BE IT FURTHER RESOLVED**, that the Supervisor shall cause a copy of this policy to be distributed to all Town employees.

**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: February 14, 2023

**RESOLUTION NO. 02:14:23-14**  
**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	\$ 176,538.79
Claims to be paid from the DA-Highway Fund	\$ 80,711.53
Claims to be paid from the SS – Dover Ridge Sewer	\$ 3,577.86
Claims to be paid from the SW – Dover Ridge Water	\$ 1,229.06
Claims to be paid from the T-Trust & Agency Fund	\$ 85,630.91
Claims to be paid from the H-Capital Fund	\$ 1,674.50
	<u>\$ 349,362.65</u>

**2/2/2023 Payroll #3**

General Fund	\$ 33,469.84
Highway Fund	\$ 23,719.57
	<u>\$ 57,189.41</u>

**Introduced: COUNCILMAN LEMAK**

**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: February 14, 2023**

LAWS OF NEW YORK, 2022

CHAPTER 670

AN ACT to amend the real property tax law, in relation to providing all local governments with the option to provide a property tax exemption to volunteer firefighters and volunteer ambulance workers; and to repeal various provisions of the real property tax law relating thereto

Became a law December 9, 2022, with the approval of the Governor.

Passed by a majority vote, three-fifths being present.

The People of the State of New York, represented in Senate and Assembly, do enact as follows:

Section 1. The real property tax law is amended by adding a new section 466-a to read as follows:

§ 466-a. Volunteer firefighters and volunteer ambulance workers. 1. Real property owned by an enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service or such enrolled member and spouse residing in any county shall be exempt from taxation to the extent of up to ten percent of the assessed value of such property for city, village, town, part town, special district, school district, fire district or county purposes, exclusive of special assessments, provided that the governing body of a city, village, town, school district, fire district or county, after a public hearing, adopts a local law, ordinance or resolution providing therefor.

2. Such exemption shall not be granted to an enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service residing in such county unless:

(a) the applicant resides in the city, town or village which is served by such incorporated volunteer fire company or fire department or incorporated voluntary ambulance service;

(b) the property is the primary residence of the applicant;

(c) the property is used exclusively for residential purposes; provided however, that in the event any portion of such property is not used exclusively for the applicant's residence but is used for other purposes, such portion shall be subject to taxation and the remaining portion only shall be entitled to the exemption provided by this section; and

(d) the applicant has been certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department, or voluntary ambulance service as an enrolled member of such incorporated volunteer fire company, fire department, or voluntary ambulance service, as determined by the governing body of a city, village, town, school district, fire district or county; provided, however, that such governing body shall establish a minimum service requirement for each applicant between two years of service and five years of service. It shall be the duty and responsibility of the governing body of each municipality, school district and/or fire district which adopts a local law, ordinance

EXPLANATION--Matter in italics is new; matter in brackets [-] is old law to be omitted.

or resolution pursuant to this section to determine the procedure for certification.

3. Any enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service who accrues more than twenty years of active service and is so certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service, shall be granted the ten percent exemption as authorized by this section for the remainder of his or her life as long as his or her primary residence is located within such county provided that the governing body of a city, village, town, school district, fire district or county, after a public hearing, adopts a local law, ordinance or resolution providing therefor.

4. Un-remarried spouses of volunteer firefighters or volunteer ambulance workers killed in the line of duty. Any local law or ordinance adopted pursuant to this section may be separately amended, or a local law, ordinance or resolution may be separately adopted to continue an exemption or reinstate a pre-existing exemption claimed under such statutes by an enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service, to such deceased enrolled member's un-remarried spouse if such member is killed in the line of duty; provided, however, that:

(a) such un-remarried spouse is certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service as an un-remarried spouse of an enrolled member of such incorporated volunteer fire company, fire department or incorporated voluntary ambulance service who was killed in the line of duty; and

(b) such deceased volunteer had been an enrolled member for at least five years; and

(c) such deceased volunteer had been receiving the exemption prior to his or her death.

5. Un-remarried spouses of deceased volunteer firefighters or volunteer ambulance workers. Any local law or ordinance adopted pursuant to this section may be separately amended, or a local law, ordinance or resolution may be separately adopted to continue an exemption or reinstate a pre-existing exemption to an un-remarried spouse of a deceased enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service; provided, however, that:

(a) such un-remarried spouse is certified by the authority having jurisdiction for the incorporated volunteer fire company, fire department or incorporated voluntary ambulance service as an un-remarried spouse of a deceased enrolled member of such incorporated volunteer fire company, fire department or incorporated voluntary ambulance service; and

(b) such deceased volunteer had been an enrolled member for at least twenty years; and

(c) such deceased volunteer and un-remarried spouse had been receiving the exemption for such property prior to the death of such volunteer.

6. Application for such exemption shall be filed with the assessor or other agency, department or office designated by the municipality, school district and/or fire district offering such exemption on or before the taxable status date on a form as prescribed by the commissioner.

7. No applicant who is a volunteer firefighter or volunteer ambulance worker who by reason of such status is receiving any benefit under the

provisions of this article on the effective date of this section shall suffer any diminution of such benefit because of the provisions of this section.

8. Any city, village, town, school district, fire district or county that currently, through local law, ordinance or resolution, provides an exemption from taxation for an enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service, such enrolled member and spouse, or an un-remarried spouse shall be authorized to continue to provide such exemption, provided however, such city, village, town, school district, fire district or county shall adopt a local law, ordinance or resolution to conform to the provisions of this section no later than three years after the effective date of this section.

9. Notice to affected municipalities. On or before December thirty-first, two thousand twenty-two, it shall be the duty of the commissioner or her or his designees to notify or cause to be notified, in a manner prescribed by the commissioner, the chief executive officer of each and any municipality in which former sections four hundred sixty-six-a, four hundred sixty-six-b, four hundred sixty-six-c, four hundred sixty-six-d, four hundred sixty-six-f, four hundred sixty-six-g, four hundred sixty-six-h, four hundred sixty-six-i, four hundred sixty-six-j, and four hundred sixty-six-k of the real property tax law apply, of the provisions of the chapter of the laws of two thousand twenty-two that added this section.

§ 2. Sections 466-a as added by chapter 617 of the laws of 1999, 466-b, 466-c, 466-d, 466-e, 466-f, 466-g, 466-h, 466-i, 466-j and 466-k of the real property tax law are REPEALED.

§ 3. This act shall take effect immediately; provided, however, that section two of this act shall take effect three years after the effective date of this act.

The Legislature of the STATE OF NEW YORK ss:

Pursuant to the authority vested in us by section 70-b of the Public Officers Law, we hereby jointly certify that this slip copy of this session law was printed under our direction and, in accordance with such section, is entitled to be read into evidence.

ANDREA STEWART-COUSINS  
Temporary President of the Senate

CARL E. HEASTIE  
Speaker of the Assembly





## Application for Volunteer Firefighters/Ambulance Workers Exemption

**RP-466-a-vol**  
(1/23)

File this form with your local assessor by the taxable status date. See instructions.

Do **not** file this form with the Office of Real Property Tax Services.

Name(s) of owner		
Mailing address of owner(s) (number and street or PO Box)		Location of property (street address)
City, village, or post office	State	ZIP code
City, town, or village	State	ZIP code
Daytime contact number	Evening contact number	School district
Email address	Tax map number of section/block/lot: Property identification (see tax bill or assessment roll)	

Mark an **X** in the appropriate box.

- 1 Is the property your primary residence? ..... Yes ☐ No ☐
- 2 Name of the incorporated volunteer fire company, fire department, or incorporated volunteer ambulance service that you serve: \_\_\_\_\_
- 2a Have you been an enrolled member of this organization for at least five years? ..... Yes ☐ No ☐  
If No, specify the number of years you have been enrolled as a member. \_\_\_\_\_
- 2b Do you reside in the city, town, or village served by this organization? ..... Yes ☐ No ☐
- 2c Are you an un-remarried spouse of a deceased enrolled member who served for at least five years and who was killed in the same line of duty? ..... Yes ☐ No ☐
- 2d Are you an un-remarried spouse of a member who is deceased and served for at least 20 years? ..... Yes ☐ No ☐
- 3 Have you been granted a lifetime exemption in any municipality within the county? ..... Yes ☐ No ☐  
If Yes, which municipality? \_\_\_\_\_
- 4 Is any portion of the property used for purposes other than residential, such as farming, commercial, vacant land, or a professional office? ..... Yes ☐ No ☐  
If No, skip to Certification.
- 4a What percentage of the property is **not** used for residential purposes? \_\_\_\_\_
- 4b Explain such use and describe the portion that is so used. \_\_\_\_\_

### Certification

I (we), \_\_\_\_\_, hereby certify that the information on this application and any accompanying pages constitutes a true statement of facts.

Signature (All owners must sign this application)	Phone number	Date

Return this form to the **local assessor** by the taxable status date. (See Deadline below.)

---

## For Assessor's Use Only

---

Date application filed: \_\_\_\_\_

Action on application:      Approved ☐      Denied ☐

Reason for denial (if applicable) : \_\_\_\_\_

Exemption applies to taxes levied by or for:

County \_\_\_\_\_ ☐    City \_\_\_\_\_ ☐    Town \_\_\_\_\_ ☐

Village \_\_\_\_\_ ☐    School \_\_\_\_\_ ☐    Fire \_\_\_\_\_ ☐

Assessor's name (print)	
Assessor's signature	Date

---

## Instructions

### Authorization for exemption

Real Property Tax Law § 466-a authorizes the governing body of a county, city, town, village, school district, fire district, or special district, to partially exempt up to 10% of the assessed value of the residence of a volunteer firefighter or ambulance worker. The exemption does not apply to special assessments.

An eligible city, village, town, school district, fire district, special district, or county may enact, after a public hearing, a local law, or a resolution in the case of a school district, to adopt the volunteer firefighters/ambulance workers exemption. Consult your assessor to ascertain whether the exemption is available locally.

### Eligibility

**Note:** If you receive this exemption, you **cannot claim** a New York State income tax credit for the same volunteer service. However, if the property has multiple owners, the owner(s) whose volunteer service was not the basis of the exemption are eligible to claim that credit.

The exemption is available only to members of incorporated volunteer fire companies, fire departments, or incorporated ambulance services who have been certified as being enrolled members for a minimum of two to five years, depending on the policy. The municipality determines the procedure for certification.

At local option of the city, town, village, school district, fire district, special district, or county, an enrolled member who has accrued more than 20 years of active service may be granted the exemption for the remainder of their life, as long as the member's primary residence is located within such county.

At local option, the exemption may be continued or reinstated for the un-remarried spouse of an enrolled member killed in the line of duty who had been a member

of the volunteer fire company, fire department, or volunteer ambulance service for at least five years and was receiving the exemption prior to their death.

At local option, the exemption may be continued or reinstated for the un-remarried spouse of an enrolled member who accrued at least 20 years of active service and was receiving the exemption prior to their death.

The exemption may be granted only to applicants who reside in the jurisdiction served by the fire company, fire department, or ambulance service. The exemption is only available for the applicant's primary residence and only to property (or the portion thereof) exclusively used for residential purposes.

### Deadline

If one or more of your localities have opted to offer this exemption, you must file the application in the assessor's office on or before the appropriate taxable status date, which, in most towns, is March 1. Consult with your assessor to confirm the deadline for your municipality.

Once the exemption is granted, the exemption may continue for the authorized period provided that the eligibility requirements continue to be satisfied. It is not necessary to reapply after the initial year for the exemption for it to continue.

For further information, ask your local assessor. To find your local assessor's contact information, visit our website or your locality's website.



TOWN OF  
**BEEKMAN**  
*New York*

**JUSTICE COURT**  
4 Main Street  
Poughquag, NY 12570  
(845) 724-5300, Opt. 1  
Fax (845) 724-3284

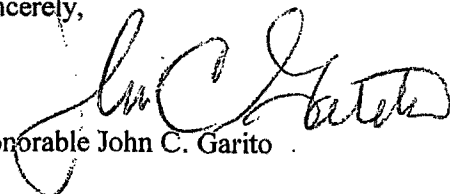
February 2, 2023

Supervisor Covucci and the Town of Beekman Town Board:

After serving the Town of Beekman Town for 47 years as a town magistrate I am submitting my resignation effective today.

It has been my honor to serve the Town of Beekman and I will be available during the transition period if necessary.

Sincerely,



Honorable John C. Garito

## INTERMUNICIPAL AGREEMENT

**THIS INTERMUNICIPAL AGREEMENT ("IMA")** made as of the \_\_\_\_ day of February, 2023 by, between, and among the **Town of East Fishkill**, a municipal corporation with an address of 330 Route 376, Hopewell Junction, New York 12533; the **Town of Beekman**, a municipal corporation with an address of 4 Main Street, Poughquag, New York 12570; and the **Village of Pawling**, a municipal corporation with an address of 9 Memorial Avenue, Pawling, New York 12564;. The Town of East Fishkill, the Town of Beekman, and the Village of Pawling, are collectively referred to hereinafter as the "**Parties**".

### **WITNESSETH**

**WHEREAS**, the Parties are all municipal corporations with a history of intermunicipal cooperation; and

**WHEREAS**, each of the Parties have enacted Local Laws governing ethics; and

**WHEREAS**, the General Municipal Law allows communities to act jointly on various issues; and

**WHEREAS**, the Parties have many civic-minded members of their communities who participate in various organizations; and

**WHEREAS**, to handle ethics issues more objectively, a Joint Ethics Board is desired so that unbiased members of various communities can issue advisory opinions as to ethical inquiries;

**NOW, THEREFORE**, in consideration of ten dollars (\$10) and other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the Parties hereby covenant and agree as follows:

1. **Composition of Joint Ethics Board.** A Joint Ethics Board shall be formed consisting of three members. One member shall be a resident of and appointed by the Town Board of the Town of East Fishkill. One member shall be a resident of and appointed by the Town Board of the Town of Beekman. One member shall be a resident of and appointed by the Board of Trustees of the Village of Pawling. An alternate shall also be appointed by the community which provides the Chair of the Joint Ethics Board.

2. **Term of Office.** Each member shall be appointed to a term of one year, and the Parties agree to appoint a member to the Joint Ethics Board during each municipal corporation's reorganizational meeting.

3. **Education.** Each member of the Joint Ethics Board shall be required to take a course each year in ethics offered by the Association of Towns, Association of Mayors, or another similar organization within one year of appointment.

4. **Removal.** A member can be removed for truancy or for other just cause for reasons presented by a participating municipality's attorney. To remove a member of the Ethics Board, at least three (3) of the Parties' legislative bodies must vote in favor of a resolution removing the member. A Party's member can also be removed by a majority vote of the legislative body that appointed that member.

5. **Chair of the Joint Ethics Board.** The member appointed by the Town of East Fishkill shall be the first Chair of the Joint Ethics Board. The second year, the Chair shall be the member appointed by the Town of Beekman. The third year, the Chair shall be the member appointed by the Village of Pawling. The selection of the Chair shall continue in this order. The Vice Chair shall be the member who is to be the Chairperson during the following year.

6. **Meetings.** The Board shall meet annually and upon request of one of the Parties.

7. **Location of Meetings.** All meetings shall take place in the community that has requested the meeting.

8. **Quorum.** No meeting can take place without a quorum of the Joint Ethics Board (i.e. at least three members present).

9. **Advisory Opinions.** After receiving an inquiry from a member of one of the participating communities, the Joint Ethics Board shall conduct a hearing and review all submitted documentation. Each Party shall adopt its own ethics code and the standard for each hearing shall be based on the Code of the municipality that received the complaint. All complaints reviewed by the Board shall be received in writing. Anonymous complaints will not be reviewed. An advisory opinion shall be issued in writing by the attorney from the community from which the complaint originated within one month of the hearing.

10. **Costs.** 100% of the costs shall be borne by the municipality that the complaint originated from.

11. **Withdrawal from the IMA.** A Party may withdraw from this IMA by a majority vote of its legislative body upon three (3) months' notice to the other Parties. Withdrawal shall take place 30 days after the vote, unless the Ethics Board is conducting a review for the municipality that wishes to withdraw. In this case, the Ethics Board shall conclude the open matter before the municipality may withdraw. Any Party may also withdraw at the end of the term of this Agreement.

12. **Governing Law.** This Agreement and the rights and duties of the Parties hereunder shall be governed by and shall be construed, enforced and performed in accordance with the laws of the State of New York. Venue for any legal proceeding shall be the Supreme Court in Dutchess County. All meetings shall be held in conformance with Robert's Rules of Order. For procedures on advisory opinions and complaints, see the addendum annexed hereto as Exhibit "A".

13. **Severability.** If any term or provision of this Agreement or the application thereof to any persons or circumstances shall, to any extent be invalid or unenforceable, the remainder of this Agreement or the application of such term or provision to persons or circumstances other than those to which it is held invalid or unenforceable shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

14. **No Modification.** This Agreement may not be effectively amended, changed, modified, altered or terminated unless such an amendment, change, modification, alteration or termination is in writing, intended for such purpose, and executed by all Parties hereto.

15. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which shall constitute one and the same instrument. The Parties agree that a scanned or electronically reproduced copy or image of this Agreement bearing the signatures of the Parties hereto shall be deemed an original and may be introduced or submitted in any action or proceeding as competent evidence of the execution, terms and existence of this Agreement notwithstanding the failure or inability to produce or tender an original, executed counterpart of this Agreement and without the requirement that the unavailability of such original, executed counterpart of this Agreement first be proven.

16. **Joint Workproduct.** This Agreement shall be considered the workproduct of all Parties hereto, and, therefore, no rule of strict construction shall be applied against any Party.

17. **Authorization to Sign.** All signatories are legally authorized to sign on behalf of the respective legal entity that he or she signs for.

18. **Term.** This Agreement shall be effective for three (3) years, and shall renew automatically unless terminated by a majority of the Parties to this agreement.

19. **Entire Agreement.** This Agreement constitutes the entire agreement of the Parties regarding the subject matter of this Agreement and all prior or contemporaneous agreements, understandings, representations and statements, oral or written, are hereby merged herein.

IN WITNESS WHEREOF, the Parties have caused this instrument to be duly executed the day and year as first above written.

**TOWN OF EAST FISHKILL**

By: \_\_\_\_\_  
Nicholas D'Alessandro  
Town Supervisor

**TOWN OF BEEKMAN**

By: \_\_\_\_\_  
Name:  
Title:

**VILLAGE OF PAWLING**

By: \_\_\_\_\_  
Name:  
Title:

**Exhibit "A"**

## **EXHIBIT A**

### **PROCEDURES FOR THE PARTIES' BOARDS OF ETHICS**

#### **ADVISORY OPINIONS**

1. Pursuant to the Parties' Codes, the Joint Ethics Board shall render advisory opinions to Town/Village officers, employees, professionals, consultants and agencies with regard to the Code of Ethics and Article 18 of the General Municipal Law.
2. All requests for advisory opinions shall be submitted to the Chairman of the Board of Ethics and the Board's Attorney.
3. All requests for advisory opinions must be in writing and signed by the Town/Village officer, employee, professional, consultant and agency requesting the advisory opinion.
4. Such advisory opinion will be rendered if practicable, within thirty (30) days after the written request. The thirty (30) day time period may be extended an additional thirty (30) days at the Board's discretion. Thereafter, if deemed necessary by the Board, the time period may be extended by an additional thirty (30) days upon notification to the Town/Village Board that a particular matter is under investigation and an additional extension of time to render an advisory opinion is required. In any event the Board shall render its opinion, in writing, no later than one hundred (100) days from the date of receipt of the written request.
5. Unless specifically requested by the individual or party requesting an advisory opinion, such opinions shall not be made public or disclosed, unless required by the Freedom of Information Law, pursuant to a Judicial Subpoena, or required in a disciplinary proceeding involving an officer or employee.

#### **COMPLAINTS**

1. Pursuant to the Town/Village Code, the Board of Ethics shall have the power and duty to conduct investigations upon receipt of a sworn complaint by any citizen alleging a violation of the Code of Ethics or of Article 18 of the Municipal Law, or upon its own determination that such a violation may exist to the Parties' Clerk.
2. All complaints alleging a violation of the Code of Ethics or Article 18 of the General Municipal Law, must be made in writing and include the signed name and address of the complainant. All complaints must be sworn or affirmed as true under the penalty of perjury.
3. (a) Upon receipt of a complaint, the Board of Ethics in conjunction with the Attorney shall make an initial determination to determine whether upon



its face, the complaint alleges a violation of the Town Code of Ethics or Article 18 of the General Municipal Law.

- (b) If a determination is made that a violation of the Code of Ethics is not alleged by the complainant, the Attorney shall notify the complainant of its determination in writing.
  - (c) If a determination is made that a violation of the Code of Ethics is alleged by complainant, the Board shall notify in writing, the person against whom the complaint is made, the nature of the complaint and the provision of the Code allegedly violated.
  - (d) The officer or employee charged with the violation shall have fifteen (15) days from the receipt of notice of the alleged violation to respond in writing to the Board of Ethics' notice of alleged violation. The fifteen (15) calendar days' time period may be extended an additional fifteen (15) calendar days at the Board of Ethics' discretion. The response shall either admit the violation or state facts supporting a denial of the charges.
  - (e) If a charge is denied, the Board of Ethics shall either dismiss the charge, if the facts presented so warrant, or conduct a hearing or investigation.
  - (f) A fact hearing shall consist of sworn testimony, affidavits and documentary evidence that the Board of Ethics may allow. The person charged shall be allowed to be represented by legal counsel and allowed to present evidence and to confront evidence presented against the person. The strict rules of evidence under the laws of the State of New York shall not apply to the hearing. The Board may direct a hearing be recorded and transcribed.
  - (g) Such hearing shall be confidential to the extent that the confidentiality of such hearing does not violate the New York Public Officers Law and Open Meetings Law.
4. Upon completion of any investigation and/or hearing, the Board of Ethics shall render to the Town/Village Board a written confidential report of its findings, opinions or recommendations, which report shall be provided to the subject of the investigations. Such a decision shall be rendered, if practicable, within thirty (30) days of the completion of the investigation and/or hearing. No determination may be made based solely upon hearsay evidence. The complainant will be advised when a determination has been forwarded to the Town/Village Board, but the results shall remain confidential to the extent allowed by law.
5. Consistent with the Town/Village Code, with respect to all complaints and investigations and other related deliberations and findings, the Board of Ethics

shall hold such matters in confidence and meet in closed executive sessions to the fullest extent allowable by applicable law.

# **TOWN OF BEEKMAN, NEW YORK**



## **Information Systems Usage & Security Policy**

**Adopted 08/25/2020  
Revised 02/14/2023**

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## **Introduction and Policy Contact**

This document sets forth the policies, regulations and procedures associated with use of the Information Technology Systems owned and operated by the Town of Beekman.

This policy applies to all elected officials, administrators, board members, employees, consultants and vendors of the Town who in any way access or use the Town's Information Systems.

The term Information Systems is used in this document to define all of the technical resources that provide the computing, communication, transmission, distribution and storage of information required and used by the Town of Beekman.

The term IT Manager is used in this document refers to the group of Information Technology Professionals currently charged with operating, supporting and maintaining the Town's Information Technology Systems.

The term User or Users is used in this document to refer to an individual or group of individuals that have been granted access to the Town's Information Technology Systems. Users can be elected officials, administration members, board members, employees, consultants or vendors.

This document has been authorized and approved by the Administration and Town Board and is to be adhered to by all employees, vendors, consultants, service providers and temporary workers (collectively referred to as Users) while accessing the Town's Information Systems from either Town premises or remote locations and systems.

This document and the Town's Information Systems policy is managed by Theresa Manzo, whose contact information is provided below. Please contact Theresa for all questions regarding this policy or any of its content.

This document will be revised from time to time as technology and / or the laws and labor agreements of the Town of Beekman change. It will be the responsibility of Theresa Manzo, working with the Town's Attorney's and IT Manager to revise the document and ensure all Users have the most current revision.

### **Information Systems Policy Contact**

The Town of Beekman  
Theresa Manzo  
4 Main Street  
Poughquag, NY 12570  
Telephone - 845-724-5300  
e-mail - [accountclerk@townofbeekmanny.us](mailto:accountclerk@townofbeekmanny.us)

## **Operation, Maintenance and Management**

Operation, maintenance and management of the Town's Information Technology Systems are outsourced to an IT Services vendor (hereinafter referred to as IT Manager) specializing in the operation and management of Municipal Information Systems. This vendor may change from time to time and if and when that occurs, the contact information provided on this page will be updated and a copy provided to all users.

The Town's IT Manager is currently Logically, based in Yorktown. Contact information for Logically is provided below. The Town's contract with Logically provides for all necessary services to support, manage, maintain and upgrade the Town's Information Systems. These services include the provision of help desk services to all users of the system.

Requests for support and assistance should be made by individual users directly to the IT Manager's support department using the contact information provided below. Support is available to all departments Monday- Friday 8:30AM - 5:00PM except national holidays.

Requests for upgrades and or expansions of the Town's IT system or any component of same should be made only by Department Heads to the Upgrade/ Expansion contact listed below. Users and department heads should not enter into discussions with vendors regarding IT upgrades and/ or additions without involving the Town's IT Manager. Users and department heads should also note that all IT expenditures will require the approval of the Town Supervisor and are subject to the Town's procurement policy.

Turnaround time for upgrade/ expansion work will vary based on the size and complexity of the work requested and the workload of the IT Manager's Project Team when the request is initially made. It is important when considering upgrades and / or additions, that you involve the IT Project Team when you first realize that you will need to upgrade existing or install new systems, and if possible, before you engage with any vendors.

Other Documents referenced in this policy, such as New User Forms or Remote Access Authorization Forms, are available by contacting the Town's IT Manager's Help Desk via the information provided below.

### **Support / Help Desk Contact Information**

Logically  
Support Team  
1520B Front St.  
Yorktown Heights, NY 10598  
Telephone 914-962-8837  
E-mail [support@logically.com](mailto:support@logically.com)

### **Upgrade / Expansion Contact Information**

Logically  
Project Team  
1520B Front St.  
Yorktown Heights, NY 10598  
Telephone 914-962-1573  
E-mail [projectteam@logically.com](mailto:projectteam@logically.com)

## **General System Usage**

All users with a demonstrated need to access the Town's Information Systems in the regular performance of their job function will be granted access to the areas of the system required for their particular duties. All users provided with computer access are provided with a Town based e-mail account and access to the Internet.

Depending upon the department users are assigned to, Users may be provided with access to department specific software applications, MS Office applications and generic applications. Users are permitted to use these application as well as e-mail and Internet access as specifically relates to and associated with the performance of their job function at the Town. Please see the specific requirements related to e-mail and Internet usage in those named sections in this document.

### **System Access and Security**

The Town's IT Manager is charged with maintaining security of the Town's Information Technology Systems. This includes user accounts, access to system resources and software applications, system backups, anti-virus updates and firewall control. The IT Manager is authorized to take whatever steps deemed necessary to protect the Town's systems and data from infiltration, exposure, damage and / or potential loss.

System security is the single most important factor relating to the use of the Town's IT systems. Each section of this document is, in some way, related to the security of the system. It is the responsibility of each system User to abide by and follow all rules and regulations related to IT system usage and if, at any point, is unsure of an action or actions that should be taken, they user should immediately contact the Town's IT Manager for advice and / or assistance.

In order to gain access to the Town's Information Systems, a user must first be authorized by either a department head or the Supervisor's Office. This process involves the authorizing person to complete and submit a **New User Form** to the Town's IT Manager. In completing this form, the Department Head provides the IT manager with the specific applications and areas of system access the new user is to be granted access to.

The Town's IT Manager will create the user account; assigning the user a login name, user rights and an e-mail address. E-mail addresses are standardized as the first letter of the user's first name along with the users last name @townofbeekmanny.us. Users will select their own password, which must be a minimum of 9 characters in length and contain upper and lower case letters, numbers and 1 special character.

Once assigned a login and password, users are responsible for protecting this information and may not reveal their login and password information to anyone, including other Town employees, associates or family members. Users may not allow any other person to access the Town's systems and/ or data using- their login and password and should not leave their computers on and unlocked when not at their desk. Users are responsible for any activity attributable to the use of their account whether by the user or any other person.

Users must never attempt to gain access to systems, data or information they are not authorized for. Users must never engage in activities that may cause interference with or disruption of the Town's IT systems. Attempts to do either are a violation of Town policy and may also violate applicable laws, potentially subjecting the user to civil and or criminal prosecution.

### **System Access and Security (cont.)**

Department heads are responsible for notifying the Town's IT Manager in advance of employees leaving or changing positions and of impending terminations. Notification of termination should take place as soon as possible, but in no case not less than 24 hours in advance of employee notification.

Users are to understand that they should have no expectation of privacy in conjunction with the use of the Town's Information Systems, or with use, transmission, or storage of any information via these systems, especially with regard to Internet and E-mail activities.

The Town may, at its discretion, monitor, access, record or review any use of the Town's IT Systems; including but not limited to activity on the Internet and e-mail. In addition to stated monitoring, users should be aware that their activity on the Internet and e-mail may also become the subject of FOIL requests or legal subpoenas and as such, any and all of a User's activities while using the Town's Information Systems may be made public and if appropriate, subject to civil and or criminal prosecution.

### **Remote Access and Security**

Remote access allows Users to access the Town's Information Systems from external locations. By default, each user is provided with remote access to their Town based e-mail account, which includes e-mail, address book and calendar information.

Users with a demonstrated need to remotely access other information ~~contained~~ in the Town's IT may request remote access to this information and / or applications. The request must be made through the Users Department Head or Supervisor or be specific in nature, stating the application or data access required and the reason the User requires remote access to the information. This request is made using the **Remote Access Authorization Form**.

Remote access to applications or data requires either a Town owned and managed portable computing device, such as a notebook or tablet, or a remote computer with a high speed Internet connection meeting certain specific criteria. Once remote access has been approved and if the User will not be using a Town owned device, the Users will need to fill out and submit the **Remote Device Information Form**.

Users who are granted Remote Access privileges who will be using Town owned and managed equipment are advised that they are solely responsible for the safeguarding of the equipment provided to them. This responsibility includes, but is not limited to protection from improper use, physical damage and theft.

Users are to never leave Town equipment unattended or in an unsecure location or unlocked vehicle. As previously stated, Users are responsible for safeguarding their login and password information and must never allow any other individual access to this Information or to remotely access the Town's IT Systems. If a Town owned device is lost or stolen, the assigned User **must immediately** notify the Town's IT Manager so that the system access for that device can be disabled.

Users who are granted Remote Access privileges, and will be using personally owned devices and equipment are additionally advised that they are solely responsible for the operation and maintenance of their devices, equipment and Internet connections. The Town's IT Manager will assist in the initial setup of the connection and with connectivity issues between user devices and the Town's -IT systems, but will not be responsible for troubleshooting or repairing user devices or other related computer or communications equipment.



## **Vendor Access**

Vendors, consultants and other such organizations doing business with the Town and having a demonstrated need to access the Town's Information Systems will be granted limited access coinciding with the vendor or consultant's need based on their particular relationship with the Town and as approved by the Town's IT Manager and/ or Administration. Under no circumstances will vendors be granted open or unrestricted access to Town's Information Systems.

Vendors of department specific software will be granted remote access to at least 1 workstation within each department their software application is installed for purposes of supporting their applications. Vendors requiring server console access to troubleshoot and resolve problems should be instructed to contact the Town's IT Manager for access to servers and assistance in resolving problems.

Department specific software vendors -should be made aware that upgrades to their software must be planned and scheduled in advance with the Town's IT Manager. Those upgrades which are expected to require extended access to a server console and / or extensive loading of software to any of the servers will require the work be performed during slow usage periods or in off hours to minimize interruptions to Town operations.

***Any User who knowingly violates remote access policies and / or system security will have their remote access privileges immediately and permanently revoked.***

## **Safeguarding Sensitive and Personal Information**

As previously stated, each User of the Town's Information Systems is granted access to applications and data based on their specific department membership and job function. Some of this information is "public", and as such has few restrictions on sharing and or distribution, while other information "sensitive" or "personal" including, but not limited to the personal information of employees and constituents and sensitive information relating to negotiations, human resources, investigations and/ or prosecutions. Sensitive and Personal information must be protected from exposure to unauthorized recipients at all times and may never be shared with or transmitted to anyone not having specific authorization and a need to access same,

It is the responsibility of each Department Head to insure all Users within their department are aware of the types of information they will be accessing. It is each User's responsibility to be personally aware of the types of information they are accessing and the requirements for same. If a User is unsure if the type of information they are handling is of a sensitive or personal nature, they should request clarification from their Department Head or a member of the Town Administration.

Some departments, such as Administrator, Finance, H/R, Police, Court and Clerk tend to handle more sensitive information than others; however users working in departments other than these should not assume they will not encounter sensitive or personal information in the performance of their duties.

Great care must be taken when copying, exporting, transmitting or transporting sensitive or personal information. Sensitive or Personal information should never be copied, exported or transmitted out of the Town's IT Systems without first encrypting the information to 256bit AES or higher encryption. If the User is unsure of the process of encrypting or decrypting of data, they should contact the Town's IT manager for assistance. Users should never transfer or transmit Sensitive or Personal information to any other party without first ensuring that the party is authorized to receive and possess the specific information being transferred or transmitted. If the User is unsure, they should seek guidance from their Department Head or the Town Administration.

## **Networks and Computers**

The Town's Information Systems are comprised of approximately 31 computers and other networked devices attached to Local Area Networks (LANs) in each physical building. These LANs connect the computers to the Town's servers, network printers and the Internet. The Town's servers are the repositories for all of the Town's information and data storage. Each server has been equipped with redundant power supplies, redundant drives and data backup systems to minimize the possibility of downtime and/or data loss.

Each User is responsible for ensuring the data and documents they create and manage on behalf of the Town are properly saved to one of the Town's servers, where it will be redundantly stored and backed up. Saving documents and data on a computer's local (C:) drive is not safe and will potentially subject the data to loss without the possibility of recovery. If any User is unsure of where particular documents or data should be saved, they should contact the Town's IT Manager for assistance before attempting to do so.

Users are not permitted to install any software applications or hardware devices on any Town owned computer or computing device unless specifically directed to do so by the Town's IT Manager or one of the Town's department specific software vendors. Requests for hardware or software upgrades, modifications or additions should be directed to the Town's IT Manager by a department head using the contact information provided on page 3 of this document. Depending on the nature and size of the request, typical turnaround time for installation and / or upgrade work is approximately 30 days based on the IT Manager's workload at the time the request is made. Requests for installation/ upgrade work allowing for less time should not be made.

Users may not use the Town's IT Systems for any personal use. This includes but is not limited to storing, printing or distributing documents, graphic files or e-mails.

Users may not export, copy, or otherwise remove from the Town's computer systems and / or facilities any data or software applications owned or licensed by the Town for any purpose, without specific written authorization by the Town's IT Manager.

Users may not copy, export, transmit or store Town data and / or information on storage devices and / or locations that are not owned or licensed by the Town. This restriction specifically applies to users personally owned devices such as smart phones and USB drives and personal storage accounts such as iCloud, OneDrive or Drop Box. If users have a specific need to store data on these type devices or accounts to conduct the Town's business, they should contact the Town's IT Manager to provide same.

Users may not allow any unauthorized person to access their Town owned computer system, this specifically includes notebook and portable computers which are frequently taken and used off Town premises. Users should immediately notify the Town's IT Manager if they suspect another party is attempting to or has gained access to any Town owned computer, or if they suspect their computer may be infected with a virus or spyware.

Users provided with Town owned portable computers are responsible for safeguarding these systems from physical damage and / or theft. These units should be transported in a protective case and never left unattended in areas where others have access. If a portable computer is lost or stolen, the User assigned to the unit must immediately notify the Town's IT Manager so that the remote access to Town's IT Systems from this unit can be disabled.

Users should avoid exposing their Town owned computer system to environments that are hazardous to the operation of the system. These environments include, but are not limited to, all liquids, all food items, extreme heat or cold and high humidity.

## **Internet and Email**

### **Internet Access and Usage**

Internet access for this municipality is a business tool provided to Users at significant cost. The expectation is that Users will use the Internet for work related purposes only, i.e., to communicate with employees, constituents, vendors, consultants and other government agencies, to research relevant topics and obtain useful work related information except as outlined below. Users are required to conduct themselves honestly and approximately on the Internet, and respect the copyrights, software licensing rules, property rights, privacy and prerogatives of others, just as you would in all other work related dealings on behalf of the Town.

All existing Town policies apply to your conduct on the Internet and with the use of Town e-mail systems, especially (but not exclusively) those that deal with intellectual property protection, privacy, misuse of Town resources, sexual harassment, information and data security, and confidentiality.

Users may not import, download, copy or store copyrighted material without permission from the owner of the material or the Town's IT Manager. Doing so may violate application licensing agreements and or copyright laws. No software or other applications may be downloaded and/ or installed on any of the Town's IT Systems without specific authorization from the Town's IT Manager.

Users may never subscribe or post to non-work related Internet sites using the Town's systems or sign up for said sites using Town information and/ or e-mail addresses. Users may not create personal accounts of any nature using Town e-mail or contact information. This includes, but is not limited to sites, related to social networking, shopping, travel, sports, dating, file sharing or any other non-work-related subjects. Users may not order any non-work-related items or materials using Town e-mail or shipping address information.

Users may not harass, intimidate, or threaten others or engage in or visit sites promoting any illegal activity, which specifically include, but are not limited to; pornography, kidnapping, terrorism, espionage, theft or drugs using the Town's IT Systems. Any User who is subject to or observes such actions, is required to immediately report said actions to their Department Head or a member of the Town Administration. In addition to violating this policy, such behavior may also violate other Town policies, and/ or civil or criminal laws.

The Town's IT Systems may not be used for soliciting other employees for any reason, including but not limited to; any political or partisan activities, selling of products or merchandise or soliciting for fundraising. Users may never sign up to and/ or post on non-work-related sites on the Internet using the Town's systems and e-mail address. The Town reserves the right to access, review or otherwise monitor all Internet use.

Users may only use Video or Audio streaming technologies for specific work related activities such as training or research. These technologies can consume substantial amounts of bandwidth and impede the normal operation of the Town's Information Systems.

Users are advised that there is material on the Internet that is offensive and objectionable to most people. While the Town filters the vast majority of this material through its web filtering system, from time to time there may be some material that was not removed. Users must use good judgment and common sense to stay away from these sites. The Town disclaims any liability by any person who uses the Town's system and is offended upon discovering such sites.

### **E-mail Access and Usage**

Each User of the Town's IT System is provided with a Town based e-mail account. Users are provided with storage capacity commensurate with their job function and expected use of the system. When accounts are within 10% of the storage capacity, users will receive a warning message to "clean up". If an e-mail account reaches the storage limit, the sending of new e-mail messages is disabled. Users with a demonstrated need for higher capacity storage limits should contact the Town's IT Manager. Requests showing a work related need will be granted.

The Town based e-mail account is to be used only for purposes directly related to the conduct of official business with the Town and shall not be used for nonpublic purposes including, but not limited to, the pursuit of personal activities, the mass distribution of unsolicited messages, the promotion of commercial ventures, or any political or religious causes.

Users may not create or forward nuisance e-mail, including jokes and chain letters. If Users receive a nuisance e-mail they should send a professionally worded response to the sender, requesting they be removed from the mailing list. If this action is not effective, the User should notify the Town's IT Manager so that additional steps can be taken.

Users of the Town's E-mail system should be keenly aware that they are, at all times, acting on behalf of the Town. All actions and communications should be conducted in the most professional manner possible. Users should be mindful that e-mail statements made to others may become binding commitments upon the Town.

Users should be aware that one of the most common ways of attacking and gaining access to IT systems is by use of "phishing attacks". Phishing is where Users receive an official looking e-mail requesting them to take an action such as clicking on a link or opening an attachment in the message. By clicking on the link or opening the attachment, a malware application is installed on the Users computer that is then used to bypass system security, and in many cases compromise system integrity or do damage to the data contained within.

As previously discussed, the Town's IT Systems contain a great deal of Sensitive and Personal information which could be compromised by a successful phishing attack. For this reason Users should be extremely careful when working with attachments or links within e-mails. Users should not click on any links nor open any attachments in messages from questionable or unknown senders. If the User is unsure if an e-mail is legitimate or not, they should immediately contact the Town's IT Manager before taking any actions.

Phishing attacks are now being used to infect systems with Crypto locker type viruses. This is where the virus or malware encrypts every file that the infected User has access to. These viruses are especially damaging in network environments where they not only lock all files on the infected user's computer, but also lock every file that the infected user has access to on the organizations network. An infection of a User with high level access can affect thousands or 10's of thousands of files across multiple departments including important applications. An infection like this could expose the Town to embarrassment and/ or liabilities.

To limit exposure from phishing attacks, Users may not access their personal e-mail accounts using Town owned computer systems. Users who need to access their personal/ home e-mail during work hours may do so using their smart phones. Checking may take place during employee's breaks or lunch periods and should not interfere with the Town's business operations or with the user's ability to perform his or her job function.

## **Use of Social Media**

The purpose of this section of the IT policy is to provide the framework for employee usage of Social Media both inside and outside of the workplace. Social Media in general refers to Internet based applications that allow for the creation and exchange of user generated content.

Examples of Social Media include, but are not limited to: Facebook, Twitter, Instagram, Tumblr, Myspace, LinkedIn, Flickr, Imgur, YouTube, web blogs and web based wikis whereby users can add, modify or delete its content via a web browser.

Unless the use of Social Media is pertinent to Town business and authorized by a Department Head, employees are prohibited from using Social Media during working hours. This applies regardless of whether or not such usage occurs on Town-owned devices or a device personally owned by the employee.

The following uses of Social Media are prohibited by all Users at all times, regardless of the location from which the post is made or the device being used.

This list is meant to be illustrative, and not exhaustive.

- Disclosing confidential or proprietary information pertaining to matters of the Town that is not otherwise deemed accessible to the general public under the Freedom of Information Law (Public Officers Law Article 6, §§84-90).
- Matters which will imperil the public safety if disclosed.
- Promoting or endorsing any illegal activities.
- Threatening, promoting, or endorsing violence.
- Directing comments, or sharing images that are discriminatory or insensitive to any individual or group based on race, religion, gender, disability, sexual orientation, national origin, or any other characteristic protected by law.
- Knowingly making false or misleading statements about the Town, or its employees, services, or elected officials.
- Posting, uploading, or sharing images that have been taken while performing duties as an agent of the Town, or while wearing Town uniforms - the only exception to this rule is when it is directly pertinent to Town business and such posting, uploading, or sharing of images is authorized in advance by the appropriate Department Head.
- Representing that an opinion or statement is the policy or view of the Town or of any individual acting in their capacity as a Town employee or official or otherwise on behalf of the Town, when that is not the case.
- Posting anything in the name of the Town or in a manner that could reasonably be attributed to the Town without prior written authorization from the applicable Department Head.
- Using the name of the Town or a Town e-mail address in conjunction with a personal blog or Social Media account.

**Social Media (cont.)**

An employee's Social Media usage must comply with Town policies pertaining to but not limited to Non-Discrimination and Harassment, Confidentiality, Violence in the Workplace, and Substance Abuse. Any harassment, bullying, discrimination, or retaliation that would not be permissible in the workplace is not permissible between co-workers online, even if it is done after hours, from home and on personal devices.

Notwithstanding the above, nothing in this policy is meant to imply any restriction or diminishment of an employee's right to appropriately engage in protected concerted activity under law.

Anyone with information as to a violation of this policy is to report said information to the appropriate Department Head. Once the Department Head is informed of the violation, a formal process, consistent with this Information Systems Usage Policy, Employee Handbook and/or applicable law, will begin.

Any employee who violates this policy will be subject to disciplinary action up to and including termination of employment.

# **ACKNOWLEDGMENT OF RECEIPT**

I, (print name) \_\_\_\_\_

hereby acknowledge that on this date I have received a copy of the Town's Information Systems usage policy adopted by the Beekman Town Board. I hereby acknowledge that I have read and understood the policy and procedures contained therein. I understand that if now or any time in the future I do not understand this policy or procedure, or I have a question about it, or I believe there has been a violation of the policy, that I must contact my immediate Supervisor or Department Head to resolve the situation. I agree to abide by this policy and specifically understand that violation of this policy may lead to discipline, up to and including termination.

Signature \_\_\_\_\_

Date \_\_\_\_\_

STATE OF NEW YORK  
**DEPARTMENT OF STATE**  
ONE COMMERCE PLAZA  
99 WASHINGTON AVENUE  
ALBANY, NY 12231-0001  
[HTTPS://DOS.NY.GOV](https://dos.ny.gov)

KATHY HOCHUL  
GOVERNOR

ROBERT J. RODRIGUEZ  
SECRETARY OF STATE

March 1, 2023

Laureen Abbatantuono  
Beekman Town Clerk  
4 Main Street  
Poughquag NY 12570

**RE: Town of Beekman, Local Law 1, 2, 3 2023, filed on February 17 2023**

Dear Sir/Madam:

The above referenced material was filed by this office as indicated. Additional local law filing forms can be obtained from our website, [www.dos.ny.gov](http://www.dos.ny.gov).

Sincerely,  
State Records and Law Bureau  
(518) 473-2492



**Department  
of State**





TOWN OF  
**BEEKMAN**  
*New York*

4 Main Street  
Poughquag, NY 12570  
[www.townofbeekman.com](http://www.townofbeekman.com)  
(845) 724-5300

February 15, 2023

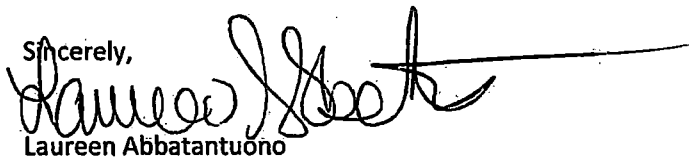
NYS Department of State Division of Corporations,  
State Records and Uniform Commercial Code  
One Commerce Plaza  
99 Washington Avenue  
Albany, New York 12231

RE: **Town of Beekman, Local Laws 1, 2 and 3 for 2023**

Please see the attached, there are 3 Local Laws for the Town of Beekman that were passed on February 14<sup>th</sup>, 2023.

If you have any questions, please feel free to contact me at (845) 724-5300 ext. 221 or  
[townclerk@townofbeekmanny.us](mailto:townclerk@townofbeekmanny.us)

Sincerely,



Laureen Abbatantuono

Town Clerk

## Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

☐ County ☐ City ☒ Town ☐ Village

(Select one:)

of Beekman

Local Law No. 1 of the year 2023

A local law entitled "Local Law No.1 of the Year 2023, Amending Chapter 135 of the Code of the

(Insert Title)

Town of Beekman Enacting a Property Tax Exemption for Volunteer Firefighters and

Ambulance Workers Pursuant to Section 466-a of the Real Property Tax Law"

Be it enacted by the TOWN BOARD of the  
(Name of Legislative Body)

☐ County ☐ City ☒ Town ☐ Village

(Select one:)

of Beekman

as follows:

SEE ATTACHED

(If additional space is needed, attach pages the same size as this sheet, and number each.)

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

**1. (Final adoption by local legislative body only.)**

I hereby certify that the local law annexed hereto, designated as local law No. 1 of 2023 of the (County)(City)(~~TOWN~~)(Village) of Beekman was duly passed by the TOWN BOARD on February 14th 2023, in accordance with the applicable provisions of law.  
(Name of Legislative Body)

**2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer\*)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (Name of Legislative Body)  
(repassed after disapproval) by the \_\_\_\_\_ and was deemed duly adopted (Elective Chief Executive Officer\*)  
on \_\_\_\_\_ 20    , in accordance with the applicable provisions of law.

**3. (Final adoption by referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (Name of Legislative Body)  
(repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_. (Elective Chief Executive Officer\*)

Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

**4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (Name of Legislative Body)  
(repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

\* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

**5. (City local law concerning Charter revision proposed by petition.)**

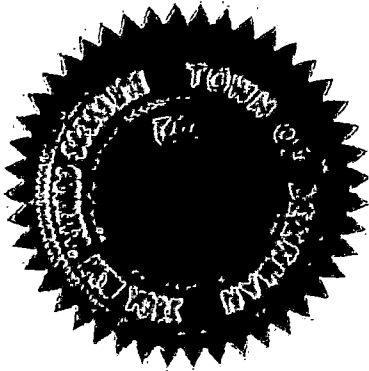
I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the City of \_\_\_\_\_ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on \_\_\_\_\_ 20\_\_\_\_, became operative.

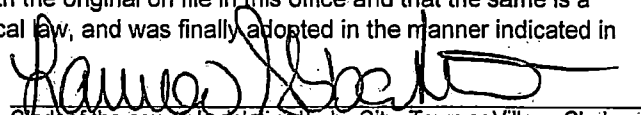
**6. (County local law concerning adoption of Charter.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the County of \_\_\_\_\_ State of New York, having been submitted to the electors at the General Election of November \_\_\_\_\_ 20\_\_\_\_, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

**(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)**

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph \_\_\_\_\_ above.



  
Clerk of the county legislative body, City, Town or Village Clerk or  
officer designated by local legislative body

Date: February 15, 2023

**TOWN OF BEEKMAN  
LOCAL LAW NO. 1 OF 2023**

**A Local Law entitled “Local Law No. 1 of the Year 2023, Amending Chapter 135 of the Code of the Town of Beekman Enacting a Property Tax Exemption for Volunteer Firefighters and Ambulance Workers Pursuant to Section 466-a of the Real Property Tax Law”**

Be it enacted by the Town Board of the Town of Beekman as follows:

**SECTION 1.            TITLE.**

This Local Law shall be known and cited as “Local Law No. 1 of the Year 2023, Amending Chapter 135 of the Code of the Town of Beekman Enacting a Property Tax Exemption for Volunteer Firefighters and Ambulance Workers Pursuant to Section 466-a of the Real Property Tax Law.”

**SECTION 2.            PURPOSE.**

The purpose of this Local Law is to amend Chapter 135 by adding a new Article VI enacting a Property Tax Exemption for Volunteer Firefighters and Ambulance Workers.

**SECTION 3.            AMENDMENT TO CHAPTER 135.**

A new Article VI of Chapter 135 of the Code of the Town of Beekman, entitled “Volunteer Firefighters and Ambulance Workers Exemption,” is hereby added and enacted pursuant to Real Property Tax Law Section 466-a, to read as follows:

**“Article VI  
Volunteer Firefighters and Ambulance Workers Exemption**

**§ 135-8.            Grant of exemption.**

An exemption of 10% of assessed value of property owned by an active enrolled member who has satisfied their required LOSAP points for the year as set forth below, or such enrolled member and their spouse, is hereby granted from taxation with respect to the real property taxes of the Town of Beekman as long as eligibility requirements are met.

**§ 135-9.            Eligibility requirements.**

Such exemption shall be granted to an active enrolled member who has satisfied their required LOSAP points for the year of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service provided that:

- A. The property is owned by the volunteer firefighter or volunteer ambulance worker;
- B. The property is the primary residence of the volunteer firefighter or volunteer ambulance worker;
- C. The property is used exclusively for residential purposes;
- D. The volunteer firefighter or volunteer ambulance worker resides in the Town of Beekman and the Town of Beekman is served by such incorporated volunteer fire company or fire department or

incorporated voluntary ambulance service;

E. The volunteer firefighter or volunteer ambulance worker is certified by the authority having jurisdiction as an enrolled member of such an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service; and

F. The volunteer firefighter or volunteer ambulance worker meets the minimum service requirement established by the Town of Beekman, which is hereby established as three years.

**§ 135-10. Application.**

A volunteer firefighter or volunteer ambulance worker must annually, on or before the applicable taxable status date, file an application for such property tax exemption with the assessor responsible for preparing the assessment roll for the Town of Beekman, on a form as prescribed by the New York State Commissioner of Taxation and Finance. The Town of Beekman must maintain written guidelines, available upon request, as to the requirements of an active enrolled member who has satisfied their required LOSAP points volunteer member relating to this exemption.

**§ 135-11. Certification.**

"The Board of Fire Commissioners" must annually file with the assessor, prior to February 15<sup>th</sup>, a list of the active volunteer members who are certified to meet the minimum service requirement and have satisfied their required LOSAP points for the year. Such list must provide, as of the applicable taxable status date, the number of years of service served by each such enrolled member and such enrolled member's address of residence.

**§ 135-12. No diminution of benefits.**

An applicant who is receiving any benefit pursuant to Article 4 of the Real Property Tax Law as of the effective date of this article shall not have any of those benefits diminished because of this article.

**§ 135-13. Grant of lifetime exemption.**

Any eligible enrolled member who accrues more than 20 years of active volunteer service as certified by the Board of Fire Commissioners shall be granted the 10% exemption as authorized by this article for the remainder of his or her life as long as his or her primary residence is located within the Town of Beekman.

**§ 135-14. Un-remarried spouse of enrolled member killed in the line of duty.**

The un-remarried surviving spouse of a deceased enrolled member killed in the line of duty, as certified by the Board of Fire Commissioners, is qualified to receive an exemption, as long as the deceased volunteer had been an active member for at least three years.

**§ 135-15. Un-remarried spouse of deceased enrolled member.**

The un-remarried surviving spouse of a deceased enrolled member, as certified by the Board of Fire Commissioners, is qualified to continue to receive an exemption, as long as the deceased volunteer had been an enrolled active member for at least 20 years and the deceased volunteer and un-remarried

spouse had been receiving the exemption at the time of his or her death.

**SECTION 4.**            **NUMBERING FOR CODIFICATION.**

It is the intention of the Town of Beekman and it is hereby enacted that the provisions of this Local Law shall be included in the Code of the Town of Beekman; that the sections and sub-sections of this Local Law may be re-numbered or re-lettered by the Codifier to accomplish such intention; that the Codifier shall make no substantive changes to this Local Law; that the word "Local Law" shall be changed to "Chapter," "Section" or other appropriate word as required for codification; and that any such rearranging of the numbering and editing shall not affect the validity of this Local Law or the provisions of the Code affected thereby.

**SECTION 5.**            **SEVERABILITY.**

If any clause, sentence, paragraph, section or part of this Local Law is declared by a Court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder thereof, but shall be confined in its operation to said clause, sentence, paragraph, section or part of this Local Law.

**SECTION 6.**            **EFFECTIVE DATE.**

This Local Law shall take effect immediately upon filing in the office of the Secretary of State in accordance with Municipal Home Rule Law Section 27.

**RESOLUTION 02:14:23-6**

**RE: ADOPTION OF LOCAL LAW NO. 1 OF 2023 A LOCAL LAW TO AMEND CHAPTER 135 OF THE TOWN CODE CONCERNING PROPERTY TAX EXEMPTION FOR VOLUNTEER FIREFIGHTERS AND AMBULANCE WORKERS**

**WHEREAS**, a proposed local law, known as Local Law No. 1 of 2023 entitled "A LOCAL LAW TO AMEND TOWN OF BEEKMAN CODE SECTION 135 OF THE TOWN CODE CONCERNING PROPERTY TAX EXEMPTION FOR VOLUNTEER FIREFIGHTERS AND AMBULANCE WORKERS" was introduced before this Board on January 24, 2023; and

**WHEREAS**, the Town Board members had the opportunity to review the proposed local law and it has sat on the desks of the Town Board for the required period of time; and

**WHEREAS**, a public hearing was held on the 14th day of February, 2023 at 7:00 p.m. at Beekman Town Hall, 4 Main Street, Poughquag, in the Town of Beekman, New York, with proper notice having been given therefore; and

**WHEREAS**, at this public hearing the Town Board members considered any public comments received during the public hearing as well as any written comments received;

**NOW, THEREFORE, BE IT ENACTED**, the Town Board hereby adopts Local Law No. 1 of 2023 entitled "A LOCAL LAW TO AMEND SECTION 135 OF THE CODE OF THE TOWN OF BEEKMAN ENACTING A PROPERTY TAX EXEMPTION FOR VOLUNTEER FIREFIGHTERS AND AMBULANCE WORKERS PURSUANT TO SECTION 466-A OF THE REAL PROPERTY TAX LAW; and

**BE IT FURTHER RESOLVED**, that the Town Clerk is hereby authorized and directed to file forthwith a copy of this Local Law No. 1 with the New York State Secretary of State.

**Introduced: COUNCILMAN STIEGLER**

**Seconded: COUNCILMAN LEMAK**

**ROLL CALL VOTE:**

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

**BY ORDER OF THE TOWN BOARD  
LAUREN ABBATANTUONO, TOWN CLERK**

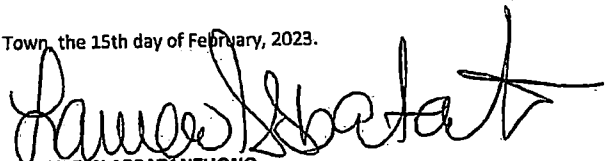
**DATED: February 15th, 2023  
BEEKMAN, NY**

**CERTIFICATION**

I, LAUREN ABBATANTUONO, the duly qualified and acting Clerk for the Town of Beekman Town Board, Dutchess County, State of New York, do hereby certify that attached hereto is a true and correct copy of an extract from the minutes of a regular/adjourned meeting of the Town Board of the Town of Beekman, held on the 14th day of February, 2023 and that the Resolution set forth herein is a true and correct copy of the of the Town Board of said Town adopted at said meeting.

I FURTHER CERTIFY that, pursuant to Section 103 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the said Town, the 15th day of February, 2023.

  
LAUREN ABBATANTUONO  
TOWN CLERK





## Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

☐ County ☐ City ☒ Town ☐ Village  
(Select one:)

of Beekman

Local Law No. 2 of the year 2023

A local law entitled "Local Law No.2 of the Year 2023, A Local Law to Amend Town of Beekman  
(Insert Title)  
Code Section 135, Article III-Senior Citizen Exemption Pursuant to Section 467-of the Real  
Property Tax Law

Be it enacted by the TOWN BOARD of the  
(Name of Legislative Body)

☐ County ☐ City ☒ Town ☐ Village  
(Select one:)

of Beekman as follows:

SEE ATTACHED

(If additional space is needed, attach pages the same size as this sheet, and number each.)

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

**1. (Final adoption by local legislative body only.)**

I hereby certify that the local law annexed hereto, designated as local law No. 2 of 2023 of the (County)(City)(~~TOWN~~)(Village) of Beekman was duly passed by the TOWN BOARD on February 14th 2023, in accordance with the applicable provisions of law.  
(Name of Legislative Body)

**2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer\*.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (Name of Legislative Body)  
(repassed after disapproval) by the \_\_\_\_\_ and was deemed duly adopted (Elective Chief Executive Officer\*)  
on \_\_\_\_\_ 20    , in accordance with the applicable provisions of law.

**3. (Final adoption by referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (Name of Legislative Body)  
(repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_. (Elective Chief Executive Officer\*)

Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

**4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (Name of Legislative Body)  
(repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

\* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

**5. (City local law concerning Charter revision proposed by petition.)**

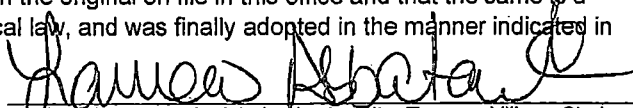
I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the City of \_\_\_\_\_ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on \_\_\_\_\_ 20\_\_\_\_, became operative.

**6. (County local law concerning adoption of Charter.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the County of \_\_\_\_\_ State of New York, having been submitted to the electors at the General Election of November \_\_\_\_\_ 20\_\_\_\_, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

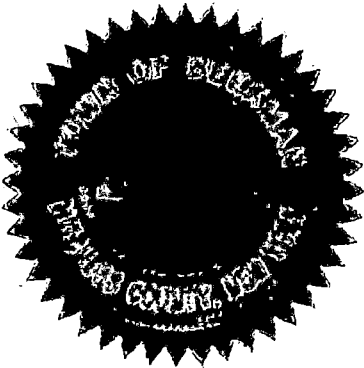
**(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)**

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph \_\_\_\_\_ above.

  
Clerk of the county legislative body, City, Town or Village Clerk or  
officer designated by local legislative body

Date:

February 15, 2023



**LOCAL NO. 2 of 2023**  
**A LOCAL LAW TO AMEND TOWN OF BEEKMAN CODE SECTION 135, ARTICLE III –**  
**SENIOR CITIZEN EXEMPTION PURSUANT TO SECTION 467- OF THE REAL**  
**PROPERTY TAX LAW**

**BE IT RESOLVED**, that the Town Board of the Town of Beekman hereby establishes the maximum income eligibility limits for the partial real property tax exemption applicable to otherwise qualified taxpayers over the age of 65, regarding assessment rolls prepared on the basis of the taxable status date occurring on or after January 1, 2023, and until the state modifies such limits, as follows:

<b>Annual Income Range</b>	<b>Exemption Percentage</b>
\$50,000 or less	50% exemption
\$50,001 to \$51,000	45% exemption
\$51,001 to \$52,000	40% exemption
\$52,001 to \$53,000	35% exemption
\$53,001 to \$53,900	30% exemption
\$53,901 to \$54,800	25% exemption
\$54,801 to \$55,700	20% exemption
\$55,701 to \$56,600	15% exemption
\$56,601 to \$57,500	10% exemption
\$57,501 to \$58,400	5% exemption
\$58,401 or more	Not Eligible

**AND BE IT FURTHER RESOLVED**, that the Board hereby provides that any individual, otherwise qualified pursuant to the provisions of Section 467 of the Real Property Tax Law, shall be entitled to such real property tax exemption if they become 65 years of age after the appropriate taxable status date and before December 31st of the same year.

**RESOLUTION 02:14:23-7**

**RE: ADOPTION OF TOWN OF BEEKMAN LOCAL LAW NO. 2 of 2023 ENTITLED "A LOCAL LAW TO AMEND TOWN OF BEEKMAN CODE SECTION 135, ARTICLE III - SENIOR CITIZEN EXEMPTION"**

WHEREAS, a proposed local law, known as Local Law No. 2 of 2023 entitled "A LOCAL LAW TO AMEND TOWN OF BEEKMAN CODE SECTION 135, ARTICLE III - SENIOR CITIZEN EXEMPTION PURSUANT TO SECTION 467- OF THE REAL PROPERTY TAX LAW" was introduced before this Board on February 3, 2023; and

WHEREAS, the Town Board members had the opportunity to review the proposed local law and it has sat on the desks of the Town Board for the required period of time; and

WHEREAS, a public hearing was held on the 14th day of February, 2023 at 7:10 p.m. at Beekman Town Hall, 4 Main Street, Poughquag, in the Town of Beekman, New York, with proper notice having been given therefore; and

WHEREAS, at this public hearing the Town Board members considered any public comments received during the public hearing as well as any written comments received;

NOW, THEREFORE, BE IT ENACTED, the Town Board hereby adopts Local Law No.2 of 2023 entitled "A LOCAL LAW TO AMEND TOWN OF BEEKMAN CODE SECTION 135, ARTICLE III - SENIOR CITIZEN EXEMPTION PURSUANT TO SECTION 467- OF THE REAL PROPERTY TAX LAW"; and

BE IT FURTHER RESOLVED, that the Town Clerk is hereby authorized and directed to file forthwith a copy of this Local Law No.2 with the New York State Secretary of State.

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: February 14, 2023

BY ORDER OF THE TOWN BOARD  
LAUREEN ABBATANTUONO, TOWN CLERK

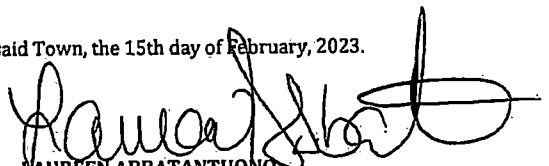
DATED: February 15th, 2023  
BEEKMAN, NY

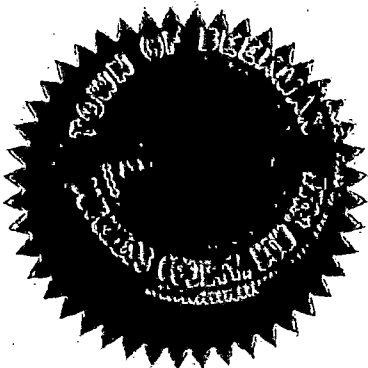
CERTIFICATION

I, LAUREEN ABBATANTUONO, the duly qualified and acting Clerk for the Town of Beekman Town Board, Dutchess County, State of New York, do hereby certify that attached hereto is a true and correct copy of an extract from the minutes of a regular/adjourned meeting of the Town Board of the Town of Beekman, held on the 14th day of February, 2023 and that the Resolution set forth herein is a true and correct copy of the of the Town Board of said Town adopted at said meeting.

I FURTHER CERTIFY that, pursuant to Section 103 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the said Town, the 15th day of February, 2023.

  
LAUREEN ABBATANTUONO  
TOWN CLERK



## Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

☐ County ☐ City ☒ Town ☐ Village  
(Select one:)

of Beekman

Local Law No. 3 of the year 20<sup>23</sup>

A local law entitled "Local Law No.3 of the Year 2023, A Local Law to Amend Town Of Beekman

(Insert Title)

Code Section 135, Article III-Disabled Person Exemption Pursuant to Town of Beekman

Code Section 459-C Of The Real Property Tax Law

Be it enacted by the TOWN BOARD of the  
(Name of Legislative Body)

☐ County ☐ City ☒ Town ☐ Village  
(Select one:)

of Beekman as follows:

SEE ATTACHED

(If additional space is needed, attach pages the same size as this sheet, and number each.)

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

**1. (Final adoption by local legislative body only.)**

I hereby certify that the local law annexed hereto, designated as local law No. 3 of 2023 of the (County)(City)(~~TOWN~~)(Village) of Beekman was duly passed by the TOWN BOARD on February 14th 2023, in accordance with the applicable provisions of law.  
(Name of Legislative Body)

**2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer\*.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (Name of Legislative Body)  
(repassed after disapproval) by the \_\_\_\_\_ and was deemed duly adopted (Elective Chief Executive Officer\*)  
on \_\_\_\_\_ 20    , in accordance with the applicable provisions of law.

**3. (Final adoption by referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (Name of Legislative Body)  
(repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_. (Elective Chief Executive Officer\*)

Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

**4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (Name of Legislative Body)  
(repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

\* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

**5. (City local law concerning Charter revision proposed by petition.)**

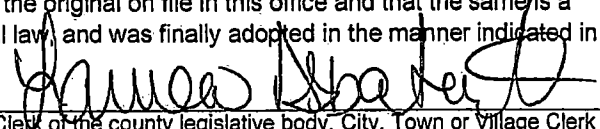
I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the City of \_\_\_\_\_, having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on \_\_\_\_\_ 20\_\_\_\_, became operative.

**6. (County local law concerning adoption of Charter.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the County of \_\_\_\_\_ State of New York, having been submitted to the electors at the General Election of November \_\_\_\_\_ 20\_\_\_\_, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

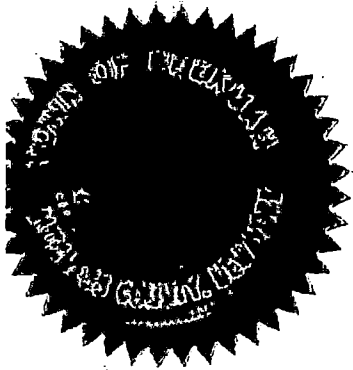
**(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)**

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph \_\_\_\_\_ above.

  
Clerk of the county legislative body, City, Town or Village Clerk or  
officer designated by local legislative body

Date:

February 15, 2023





**LOCAL NO. 3 of 2023**  
**A LOCAL LAW TO AMEND TOWN OF BEEKMAN CODE SECTION 135, ARTICLE III –**  
**DISABLED PERSON EXEMPTION PURSUANT TO TOWN OF BEEKMAN CODE**  
**SECTION 459-C- OF THE REAL PROPERTY TAX LAW**

**BE IT RESOLVED**, that the Town Board of the Town of Beekman hereby establishes the maximum income eligibility limits for the partial real property tax exemption applicable to otherwise qualified taxpayers with disability, regarding assessment rolls prepared on the basis of the taxable status date occurring on or after January 1, 2023, and until the state modifies such limits, as follows:

<b>Annual Income Range</b>	<b>Exemption Percentage</b>
\$50,000 or less	50% exemption
\$50,001 to \$51,000	45% exemption
\$51,001 to \$52,000	40% exemption
\$52,001 to \$53,000	35% exemption
\$53,001 to \$53,900	30% exemption
\$53,901 to \$54,800	25% exemption
\$54,801 to \$55,700	20% exemption
\$55,701 to \$56,600	15% exemption
\$56,601 to \$57,500	10% exemption
\$57,501 to \$58,400	5% exemption
\$58,401 or more	Not Eligible

**AND BE IT FURTHER RESOLVED**, that the Board hereby provides that any individual, otherwise qualified property owners with disabilities pursuant to the provisions of Section 459-C of the Real Property Tax Law, shall be entitled to such real property tax exemption .

**RESOLUTION 02:14:23-8**

**RE: ADOPTION OF TOWN OF BEEKMAN LOCAL LAW NO. 3 OF 2023 ENTITLED "A LOCAL LAW TO AMEND TOWN OF BEEKMAN CODE SECTION 135, ARTICLE III – DISABLED PERSONS EXEMPTION"**

WHEREAS, a proposed local law, known as Local Law No. 3 of 2023 entitled "A LOCAL LAW TO AMEND TOWN OF BEEKMAN CODE SECTION 135, ARTICLE III – DISABLED PERSONS EXEMPTION PURSUANT TO SECTION 467- OF THE REAL PROPERTY TAX LAW" was introduced before this Board on February 3, 2023; and

WHEREAS, the Town Board members had the opportunity to review the proposed local law and it has sat on the desks of the Town Board for the required period of time; and

WHEREAS, a public hearing was held on the 14th day of February, 2023 at 7:20 p.m. at Beekman Town Hall, 4 Main Street, Poughquag, in the Town of Beekman, New York, with proper notice having been given therefore; and

WHEREAS, at this public hearing the Town Board members considered any public comments received during the public hearing as well as any written comments received;

NOW, THEREFORE, BE IT ENACTED, the Town Board hereby adopts Local Law No.3 of 2023 entitled "A LOCAL LAW TO AMEND TOWN OF BEEKMAN CODE SECTION 135, ARTICLE III – DISABLED PERSONS EXEMPTION PURSUANT TO SECTION 467- OF THE REAL PROPERTY TAX LAW"; and

BE IT FURTHER RESOLVED, that the Town Clerk is hereby authorized and directed to file forthwith a copy of this Local Law No.3 with the New York State Secretary of State.

Introduced: SUPERVISOR COVUCCI

Seconded: COUNCILMAN BATTAGLINI

**ROLL CALL VOTE:**

Councilman Stiegler	AYE
Councilman Battaglini	AYE
Councilman Lemak	AYE
Councilwoman Wohrman	AYE
Supervisor Covucci	AYE

Dated: February 14, 2023

BY ORDER OF THE TOWN BOARD  
LAUREEN ABBATANTUONO, TOWN CLERK

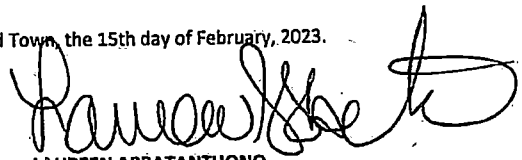
DATED: February 15th, 2023  
BEEKMAN, NY

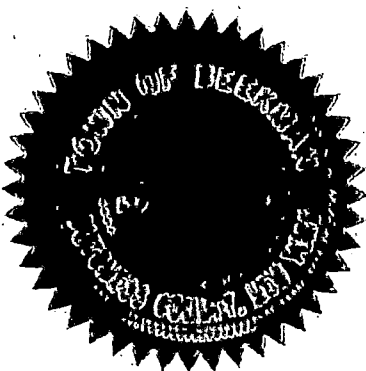
**CERTIFICATION**

I, LAUREEN ABBATANTUONO, the duly qualified and acting Clerk for the Town of Beekman Town Board, Dutchess County, State of New York, do hereby certify that attached hereto is a true and correct copy of an extract from the minutes of a regular/adjourned meeting of the Town Board of the Town of Beekman, held on the 14th day of February, 2023 and that the Resolution set forth herein is a true and correct copy of the of the Town Board of said Town adopted at said meeting.

I FURTHER CERTIFY that, pursuant to Section 103 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the said Town, the 15th day of February, 2023.

  
LAUREEN ABBATANTUONO  
TOWN CLERK



7018 3090 0000 9577 7223

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

Final Postage and Fees  
New York State Dept of State  
Division of Corporations, State Records and Uniform Commercial Code  
One Commerce Plaza  
99 Washington Avenue  
Albany, New York 12231-0001

- Extra Services & Fees (check box, add fee as appropriate)**
- ☐ Return Receipt (hardcopy) \$
  - ☐ Return Receipt (electronic) \$
  - ☐ Certified Mail Restricted Delivery \$
  - ☐ Adult Signature Required \$
  - ☐ Adult Signature Restricted Delivery \$

Postmark  
Here

Certified Mail Fee

**OFFICIAL USE**

For delivery information, visit our website at [www.usps.com](http://www.usps.com)

**U.S. Postal Service™**  
**CERTIFIED MAIL® RECEIPT**  
Domestic Mail Only

FIRST-CLASS



US POSTAGE

ZIP 12570

02 7H

0006018060

\$ 009.41

FEB 15 2016

SENDER: COMPLETE THIS SIDE

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

New York State Dept of State  
Division of Corporations, State Records and Uniform Commercial Code  
One Commerce Plaza  
99 Washington Avenue  
Albany, New York 12231-0001



9590 9402 4765 8344 6789 81

Article Number (Transfer from service label)

7018 3090 0000 9577 7223

PS Form 3811, July 2015 PSN 7530-02-000-9053

3. Service Type

- ☐ Adult Signature
- ☐ Adult Signature Restricted Delivery
- ☐ Certified Mail®
- ☐ Certified Mail Restricted Delivery
- ☐ Collect on Delivery
- ☐ Collect on Delivery Restricted Delivery
- ☐ Mail Restricted Delivery (over \$500)
- ☐ Priority Mail Express®
- ☐ Registered Mail™
- ☐ Registered Mail Restricted Delivery
- ☐ Return Receipt for Merchandise
- ☐ Signature Confirmation™
- ☐ Signature Confirmation Restricted Delivery

A. Signature

X

☐ Agent

☐ Addressee

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes  
If YES, enter delivery address below: ☐ No

Domestic Return Receipt