

Adopted Resolutions January 3, 2024

BEEKMAN TOWN BOARD REORGANIZATION MEETING AGENDA JANUARY 3, 2024

6:00 PM

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

REORGANIZATION TOWN BOARD MEETING

- Supervisor Comments
- Public comment on Agenda Items and Resolutions

RESOLUTIONS

1. Accept December 19, 2023 Minutes
2. Renew Rules for Public Comment Periods at Town Board Meetings
3. Set Town Board Meeting Schedule for the Year 2024
4. Change Second Town Board Meeting in May
5. Establish Procedures for Agendas for 2024 Town Board Meetings
6. Acknowledge of Appointments for 2024
7. Board appointments for 2024
8. Designate Poughkeepsie Journal as Town of Beekman Official Newspaper
9. Town of Beekman Depositories for 2024
10. Signature Authorization on Depository Accounts for 2024
11. Authorize Town of Beekman Petty Cash Funds for 2024
12. Authorize Mileage Reimbursement at the IRS Rate for 2024
13. Adopt Fee Schedule for the Year 2024
14. Renew Town of Beekman Investment Policy for 2024
15. Agreement with the Town Financial Advisor for the Year 2024
16. Appoint Emergency Chain of Command for the Year 2024
17. Emergency Interim Successors for the Year 2024
18. Renew Payroll Services with PAYCHEX
19. Renewal Agreement with Fiscal Advisors and Marketing Inc. for Fiscal Advisory Services for the Year 2024
20. Approve Renewal of Logically Data Contract for 2024
21. Appointment of the Registrar & Deputy Registrar of Vital Statistics
22. Renew Liability Insurance Policy with New York Municipal Insurance Reciprocal (NYMIR) for 2024
23. Appoint Town Prosecutor for the Year 2024
24. Salary and Wage Schedule for 2024
25. Designate Holidays for 2024
26. Appointment of Town Counsel for the Year 2024
27. Retain Special Counsel to the Town for the Year 2024
28. Establish Standard Work week for the Year 2024
29. Renew Town of Beekman Procurement Policy for the Year 2024
30. Approve Training for Town Bookkeeper
31. Approve Fees for the Beekman Recreation and Parks for 2024
32. Acknowledge appoint Town Engineer for the year 2024
33. Approve Encumbrances for Fiscal Year End 2024
34. Policy regarding Overtime and Compensatory Time for 2024

- 35. Establish Salaries for Union Employees for 2024
- 36. Payment of Claims

Other Town Board Business

- General Board Comments
- **Next Regular Town Board Meeting: Tuesday, January 23rd, 2024 at 6:00 PM**

ADOURN

***AGENDA SUBJECT TO CHANGE**

RESOLUTIONS WERE NOT AVAILABLE AT TIME OF PUBLICATION

RESOLUTION NO. 01:3:24-1

RE: APPROVAL OF PAST TOWN BOARD MINUTES

WHEREAS, Town Clerk Laureen Abbatantuono has provided copies of the minutes of the December 19, 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 December 19, 2023 Town Board Meeting.

Introduced: COUNCILMAN CAPOLLARI

Seconded: COUNCILMAN BATTAGLINI

ROLL CALL VOTE:

Councilman Capollari **ABSTAINED**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-2

RE: RENEW RULES FOR PUBLIC COMMENT PERIODS AT TOWN OF BEEKMAN TOWN BOARD MEETINGS

BE IT RESOLVED, that the Town Board of the Town of Beekman hereby adopts the following rules of decorum for all periods of public comment at its Town Board meetings for the year 2024:

The presiding officer shall have, to the fullest extent provided by New York State law, the sole authority to regulate public comment at any meeting as she/he, in his/her sole discretion, shall see fit, including, but not limited to, the authority to set priority for topics of comment and to declare any person to be out of order for failure to follow his or her directives in this regard. In governing the meeting and regulating public comment the presiding officer shall consider, but shall not be strictly bound by the following guidelines:

1. The public shall be allowed to speak during the period of the meeting designated as "Public Comment" or as such other time as a majority of the Town Board shall suspend these rules, or at a duly called public hearing, or any other time required by state law or the Town Code of the Town of Beekman. Speakers must sign-in and provide their name, address (if they so choose) and organization they represent, if applicable. Speakers must be recognized by the presiding officer. During the segment of the meeting designated "Public Comment", speakers shall limit their remarks to three (3) minutes and will be advised by the presiding officer when three (3) minutes have expired. Speakers are requested to conclude their remarks at that time. "Public Comment" is intended to afford persons an opportunity to express opinions on items on the Town Board agenda or general public comment periods. No Speaker shall be declared out of order, prevented from speaking or barred from attendance at any meeting because of any disagreement with the Speaker's position or view on any matter, because of the Speaker's identity or because of any disagreement with the content of relevant testimony. Written comments submitted to the Town Clerk will not be read aloud but included in the minutes. Written comments will negate the opportunity to a (3) minute oral comment.

2. *All remarks shall be addressed to the Town Board as a body and not to any member thereof. Speakers shall observe the rules of decorum set forth in Subsection 3 below. Interested parties or their representatives may address the Town Board by written communications. Written communications shall be delivered to the Town Clerk.*

Purposes of rules of decorum.

3.
 1. *To ensure that meetings of the Town Board are conducted in a way that allows the business of the Town to be effectively undertaken.*
 2. *To ensure that members of the public who attend meetings of the Town Board can be heard in a fair, impartial manner.*
 3. *To ensure that meetings of the Town Board are conducted in a way which is open to all viewpoints and which is protective of the content of each speaker's speech and expression, yet is free from abusive, distracting or intimidating behavior.*
 4. *To ensure that these rules of decorum are understood by persons attending Town Board meetings.*
 5. *To ban egregious, inappropriate, and obstructive behavior at meetings of the Town Board.*
4. *Rules for the Speaker.*
 1. *The speaker shall conduct himself or herself in a professional and respectful manner.*
 2. *All remarks shall be directed to the Town Board, and not at Town staff or the public in attendance.*
 3. *The speaker shall not defame, intimidate, make personal affronts, make threats of violence, or use profanity.*
5. *Rules for the public. Members of the public in the audience shall not engage in any of the following activities during a Town Board meeting:*
 1. *Shouting, Clapping, unruly behavior, distracting side conversations, or speaking out.*
 2. *Defamation, intimidation, personal affronts, threats of violence, or profanity.*
 3. *Behavior that disrupts the orderly conduct of the meeting.*
6. *Persons Authorized to approach the dais. No person except members of the Town Board and Town Staff shall be permitted to approach the dais without the consent of the presiding officer.*
7. *Enforcement of rules of decorum.*
 1. *Upon a violation of these rules of decorum, the presiding officer shall request the person or persons violating a rule or rules to cease the violation.*
 2. *If a violation continues, the presiding officer warns the person(s) that he/she may be required to leave the meeting room if a violation continues.*
 3. *If the person or persons does not cease the violation(s) the presiding officer shall declare the person out of order at which time the person or persons will be ordered to leave the meeting room by the presiding officer.*

Introduced: COUNCILMAN BATTAGLINI

Seconded: COUNCILMAN LEMAK

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-3

RE: SET BEEKMAN TOWN BOARD MEETING SCHEDULE FOR THE YEAR 2024

BE IT RESOLVED, that the Regular Meetings of the Beekman Town Board will be conducted throughout the year 2024 at 6:00 PM, twice a month, on the second and fourth Tuesday of each month. The meetings will take place in the Meeting Room of the Beekman Town Hall, 4 Main Street, Poughquag, New York, unless otherwise noticed, and

BE IT FURTHER RESOLVED, should the date of such meeting fall on a holiday or at a time that is not possible to conduct the meeting, such as in the case of inclement weather, the meeting shall be held the following Tuesday at the same time and location; and

BE IT FURTHER RESOLVED, that the Town Board reserves the right to cancel any meeting in any month or schedule a special meeting of the Board and any such cancellation and such scheduling shall be advertised by posting the announcement on the Town Clerk's Bulletin Board, with posting to the Town's official website and notification in the Town's official newspaper, if required.

2024 Scheduled Town Board Meetings are as follows:

January	3 rd & 23 rd	February	13 th & 27 th
March	12 th & 26 th	April	9 th & 23 rd
May	14 th & 28 th	June	11 th & 25 th
July	9 th & 23 rd	August	13 th & 27 th
September	10 th & 24 th	October	8 th & 22 nd
November	12 th & 26 th	December	10 th & 17 th

Introduced: SUPERVISOR COVUCCI

Seconded: COUNCILMAN LEMAK

ROLL CALL VOTE:

Councilman Capollari	AYE
Councilman Battaglini	AYE
Councilman Lemak	AYE
Councilwoman Woehrman	AYE
Supervisor Covucci	AYE

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-4

RE: CHANGE SECOND TOWN BOARD MEETING IN MAY DUE TO GRIEVANCE DAY

WHEREAS, Grievance Day is the fourth Tuesday in May; and

WHEREAS, the Town of Beekman Grievance Day will be held on Tuesday, 28, 2024, 4 Main Street, Poughquag, and

WHEREAS, this date conflicts with the May 28th Town Board Meeting,

NOW, THEREFORE, BE IT RESOLVED, that second Town Board Meeting in May will be held on Wednesday, May 29, 2024 at 6:00 PM, 4 Main Street, Poughquag, New York.

Introduced: COUNCILMAN LEMAK

Seconded: COUNCILMAN BATTAGLINI

ROLL CALL VOTE:

Councilman Capollari	AYE
Councilman Battaglini	AYE
Councilman Lemak	AYE
Councilwoman Woehrman	AYE
Supervisor Covucci	AYE

Dated: January 3, 2024

RESOLUTION NO. 01:03:24-5

RE: RESOLUTION ESTABLISHING PROCEDURES FOR TOWN BOARD MEETING AGENDAS FOR THE YEAR 2024

WHEREAS, the Office of the Supervisor strives to make the regular Town Board Meeting Agendas available to the public at the earliest possible time.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Beekman Town Board does hereby establish the following time lines:

1. Department Heads and Town Board members shall deliver agenda requests and submissions in their entirety, including request descriptions, justifications, and any backup data to the Supervisor's office no later than eight (8) days prior to the regular Town Board Meeting in order to be considered for inclusion on the next meeting's agenda. Those resolutions/agenda items that are incomplete will be returned to the person or Department Head submitting them. These requests may be re-submitted to the Supervisor for consideration for the next regular meeting.

2. Department Heads shall deliver all vouchers to be paid in their entirety, including all invoices and any additional data to the Finance Department no later than the Tuesday preceding the Town Board Meeting to be considered on.

3. Agenda items may be added at the dais only by the unanimous consent of Town Board Members present. Those proposed agenda items not approved for consideration by unanimous consent at the time will be presented for consideration as outlined in Paragraph "1" above.

Introduced: COUNCILWOMAN WOHRMAN

Seconded: COUNCILMAN LEMAK

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-6

RE: ACKNOWLEDGEMENT OF APPOINTMENTS FOR THE YEAR 2024

BE IT RESOLVED, that the Town Board of the Town of Beekman does hereby acknowledge the following appointments for the year 2024:

- | | |
|-----------------------------|-------------------------------|
| Councilwoman Sharon Wohrman | Deputy Supervisor |
| • Amy Goetz | Deputy Town Clerk |
| • Amy Goetz | Deputy Receiver of Taxes |
| • Linda Bloomer | Budget Officer |
| • Kevin Cooper | Deputy Highway Superintendent |

Supervisor Covucci acknowledged that the newly Elected Officials have taken their Oaths and filed them with the Town Clerk.

Introduced: COUNCILMAN CAPOLLARI

Seconded: COUNCILMAN BATTAGLINI

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-7

RE: BOARD APPOINTMENTS FOR 2024

WHEREAS, the Town Board will make appointments to the various boards;

NOW, THEREFORE, BE IT RESOLVED, that the Town of Beekman Town Board does hereby make the following appointments:

- | | |
|------------------|---|
| Clifford Schwark | CAC term to expire December 31, 2025 |
| John Frustace | CAC term to expire December 31, 2025 |
| Patrick Crisci | CAC term to expire December 31, 2025 |
| Karen Anewalt | CAC term to expire December 31, 2025 |
| Phil Capalbo | CAC term to expire December 31, 2025 |
| Rich Brown | CAC term to expire December 31, 2025 |
| Faye Garito | Planning Board term to expire December 31, 2029 |
| Claude Rancourt | Planning Board alternate term to expire December 31, 2025 |
| John Frustace | Planning Board Chairman for the year 2024 |

Cristian Hanganu Zoning Board of Appeals term to expire December 31, 2024
Sheryl Puletz Ethics Board term to expire December 31, 2025
Patricia Goewey Town Historian for the calendar year 2024; and

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

BE IT FURTHER RESOLVED, that all appointees shall file their Oath of Office with the Town Clerk of the Town of Beekman prior to serving their term.

Introduced: COUNCILMAN BATTAGLINI

Seconded: COUNCILMAN LEMAK

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION 01:3:24-8

RE: DESIGNATE THE POUGHKEEPSIE JOURNAL AS THE TOWN OF BEEKMAN OFFICIAL NEWSPAPER FOR THE YEAR 2024

BE IT RESOLVED, that the Town Board of the Town of Beekman does hereby designate the POUGHKEEPSIE JOURNAL as the official newspaper for the Town of Beekman for the year 2024.

Introduced: SUPERVISOR COVUCCI

Seconded: COUNCILWOMAN WOHRMAN

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION 01:3:24-9

RE: DESIGNATION OF DEPOSITORIES FOR THE YEAR 2024

WHEREAS, Section 64 of Town Law provides for the Town Board to designate by written resolution the banks in which certain officers shall deposit monies;

NOW, THEREFORE, BE IT RESOLVED, that any commercial bank conducting business in the State of New York shall be designated as depositories for the Town of Beekman in which monies may be deposited and invested for the year 2024.

Introduced: COUNCILMAN LEMAK

Seconded: COUNCILMAN WOHRMAN

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-10

RE: SIGNATURE AUTHORIZATION ON DEPOSITORY ACCOUNTS FOR THE YEAR 2024

BE IT RESOLVED, that authorization is given to the Town Supervisor and Deputy Town Supervisor to sign signature cards and checks for the Town of Beekman; and

BE IT FURTHER RESOLVED, that authorization is given to the Town Clerk and the Deputy Town Supervisor to sign signature cards and to countersign checks exceeding \$2,500.00; and

BE IT FURTHER RESOLVED, that two (2) signatures are required on all checks exceeding \$2,500.00, one of which needs to be either the Town Supervisor or the Deputy Town Supervisor.

Introduced: COUNCILWOMAN WOHRMAN

Seconded: COUNCILMAN BATTAGLINI

ROLL CALL VOTE:

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

Dated: January 3, 2024

RESOLUTION NO. 01:3:24- 11

RE: AUTHORIZE TOWN OF BEEKMAN PETTY CASH FUNDS FOR THE YEAR 2024

WHEREAS, various Town Departments maintain petty cash funds; and

WHEREAS, the Bookkeeper has recommended that the petty cash funds be approved pursuant to Town Law 64-1A for the purpose of low dollar miscellaneous purchases of supplies; reimbursement of out of pocket employee expenses; and making change, all subject to Audit; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Beekman authorizes department Petty Cash Funds as follows:

Town Clerk	\$ 200.00
Tax Receiver	\$ 200.00
Parks & Recreation	\$ 550.00
Supervisor	\$ 50.00
GENERAL FUND TOTAL	\$ 1,000.00

Introduced: COUNCILMAN CAPOLLARI

Seconded: COUNCILWOMAN WOHRMAN

ROLL CALL VOTE:

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

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-12

RE: AUTHORIZE MILEAGE REIMBURSEMENT AT THE IRS RATE FOR THE YEAR 2024

WHEREAS, Town Law requires that the Town Board designate mileage compensation for official business;

NOW, THEREFORE, BE IT RESOLVED, that compensation for mileage will be paid at the applicable IRS 2024 rate (67 cents per mile) on Town business, subject to prior authorization of the Town Board, excepting the Assessor and Building Inspector I, who will be compensated for in Town mileage while utilizing their privately owned and insured vehicles for the performance of the duties of their office, and upon submission of the appropriate voucher and upon review, and approval by the Town Supervisor and/or the Town Bookkeeper, as the case may be, and

BE IT FURTHER RESOLVED, that all requests for reimbursement shall be submitted monthly and must be supported by an itemized statement showing the Town business conducted in connection with each request; and

BE IT FURTHER RESOLVED, that all travel expense, transportation, and registration expense may be reimbursed following prior authorization by the Town Board on out of town attendance at meetings.

Introduced: COUNCILMAN BATTAGLINI

Seconded: COUNCILMAN LEMAK

ROLL CALL VOTE:

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

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-13

**RE: RESOLUTION OF THE TOWN BOARD OF THE TOWN OF BEEKMAN
ADOPTING THE FEE SCHEDULE FOR 2024**

WHEREAS, the Town Board of the Town of Beekman adopted Local Law No. 1 of 2022 on September 13, 2022 amending the process by which the Town Board sets administrative fees and penalties, by deleting certain provisions of the Code of the Town of Beekman concerning fees and penalties and replacing them with new sections that, include the authorization for the creation, by resolution of the Town Board, of a separate Fee Schedule;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby adopts the attached 2024 Fee Schedule.

Introduced: SUPERVISOR COVUCCI

Seconded: COUNCILWOMAN WOHRMAN

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-14

RE: RESOLUTION RENEWING THE TOWN OF BEEKMAN INVESTMENT POLICY

WHEREAS, by Resolution No. 08:11:20-4(121), the Town Board adopted the Town's Investment Policy; and

WHEREAS, by Resolution No. 04:27:21-12(78) the Town Board made an amendment to the Investment Policy; and

WHEREAS, the Town of Beekman reviews its Adopted Investment Policy annually.

NOW, THEREFORE, BE IT RESOLVED, that the Town's Investment Policy dated April 27, 2021 will be renewed for 2024.

Introduced: COUNCILMAN LEMAK

Seconded: COUNCILMAN BATTAGLINI

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-15

RE: APPROVING THE RE-APPOINTMENT OF THE FINANCIAL SERVICES CONSULTANT

WHEREAS, there currently is a vacancy in the position of Town Comptroller; and

WHEREAS, the Town Board of the Town of Beekman is desirous of appointing a Financial Consultant to the Town;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Beekman does hereby re-appoint Thomas M. Carey as the Financial Services Consultant; and

BE IT FURTHER RESOLVED, that the Supervisor is authorized to execute a Consulting Agreement with Mr. Carey for the year 2024 in substantially the same form and substance as attached hereto.

Introduced: COUNCILWOMAN WOHRMAN

Seconded: COUNCILMAN BATTAGLINI

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-16

RE: APPOINT EMERGENCY CHAIN OF COMMAND FOR THE YEAR 2024

BE IT RESOLVED, the Town Board of the Town of Beekman does hereby appoint the following individuals as the Emergency Chain of Command for the year 2024:

1. Supervisor Mary Covucci
2. Councilwoman Sharon Wohrman
3. Town Clerk Laureen Abbatantuono

Introduced: COUNCILMAN CAPOLLARI

Seconded: COUNCILMAN LEMAK

ROLL CALL VOTE:

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

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-17

RE: EMERGENCY INTERIM SUCCESSORS FOR THE YEAR 2024

BE IT RESOLVED, that the Town Board of the Town of Beekman does hereby appoint the following individuals as Emergency Interim Successors for the year 2024, as requested by Dutchess County Department of Emergency Response, and does hereby specify their rank in order of succession as listed, the following individuals:

1. Councilwoman Sharon Wohrman
2. Town Clerk Laureen Abbatantuono
3. Councilman Frank Lemak

Introduced: COUNCILMAN BATTAGLINI

Seconded: COUNCILMAN LEMAK

ROLL CALL VOTE:

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

Dated: January 3, 2024

RESOLUTION NO. 01:3:24 -18

RE: PAYROLL SERVICES WITH PAYCHEX

WHEREAS, the Town Board of the Town of Beekman has determined that it is wise, expedient and in the best interests of the Town to continue to contract with PAYCHECK to perform the Town's Timekeeping and to transparently process all the Town employees time for all payroll services; **NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Beekman hereby authorizes the Town Supervisor to take all steps necessary to enter into an agreement with PAYCHECKS as per attached.

*****FRIENDLY CORRECTION MADE BY COUNCILWOMAN WOHRMAN TO MAKE THE CORRECTION FROM PAYCHECK TO PAYCHECKS*****

Introduced: SUPERVISOR COVUCCI

Seconded: COUNCILMAN BATTAGLINI

ROLL CALL VOTE:

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

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-19

RE: RESOLUTION AUTHORIZING THE TOWN SUPERVISOR TO EXECUTE A RENEWAL AGREEMENT WITH FISCAL ADVISORS AND MARKETING, INC FOR FISCAL ADVISORY SERVICES FOR FISCAL YEAR 2024

WHEREAS, the Town of Beekman Bookkeeper has reviewed and recommended a renewal contract with Fiscal Advisors and Marketing, Inc. for 2024 to provide Fiscal Advisory Services for the Town of Beekman,

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Beekman hereby authorizes the Town Supervisor to execute the necessary agreement with Fiscal Advisors and Marketing, Inc. for Fiscal Advisory Services for Fiscal Year 2024.

Introduced: COUNCILMAN LEMAK

Seconded: COUNCILMAN BATTAGLINI

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-20

RE: APPROVE RENEWAL OF LOGICALLY DATA CONTRACT FOR THE YEAR 2024

WHEREAS, Logically Data currently provides Network support and service to the Town of Beekman; and

WHEREAS, the current contract is set to expire December 31, 2023; and

WHEREAS, the Town Board of the Town of Beekman is desirous in renewing the contract with Logically Data for the purpose of network support and service for 2024;

NOW, THEREFORE, BE IT RESOLVED, that the Supervisor is hereby authorized to sign the attached contract with Logically Data for the support service for the year 2024 in an amount no to exceed \$28,929.

Introduced: COUNCILWOMAN WOHRMAN

Seconded: COUNCILMAN LEMAK

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-21

RE: APPOINTMENT OF THE REGISTRAR & DEPUTY REGISTRAR OF VITAL STATISTICS

WHEREAS, the Town Board is authorized under the Town Law to make appointments and set salaries;

NOW, THEREFORE, BE IT RESOLVED, that the following appointments for the year 2024 are hereby authorized and approved:

Registrar of Vital Statistics:

Town Clerk \$1,508.00 Annual Salary

Deputy Registrar of Vital Statistics:

Deputy Clerk \$520.00 Annual Salary

AND BE IT FURTHER RESOLVED, that the foregoing salary be paid from the General Fund.

Introduced: COUNCILMAN CAPOLLARI

Seconded: COUNCILMAN BATTAGLINI

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-22

RE: ACCEPT INSURANCE PROPOSAL AND EXECUTE AN AGREEMENT FOR LIABILITY INSURANCE COVERAGE FOR THE TOWN OF BEEKMAN THROUGH NEW YORK MUNICIPAL INSURANCE RECIPROCAL (NYMIR) FOR THE POLICY PERIOD JANUARY 1, 2024 TO DECEMBER 31, 2024

WHEREAS, the insurance proposal was reviewed by the Town Supervisor and the Bookkeeper and it was determined that the policy offered through NYMIR provided the insurance coverage and premium costs that were acceptable to the Town of Beekman and that there is sufficient money budgeted in the Town's 2024 budget to provide for said insurance coverage; and

WHEREAS, said agreement needed to be signed before year end,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Beekman does hereby authorize the Town Supervisor to execute all documents required to provide insurance coverage to the Town of Beekman through New York Municipal Insurance Reciprocal (NYMIR) for the policy term January 1, 2024 through December 31, 2024.

Introduced: COUNCILMAN BATTAGLINI

Seconded: COUNCILWOMAN WOHRMAN

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-23

RE: APPOINT TOWN PROSECUTOR FOR THE YEAR 2024

WHEREAS, the Beekman Town Board appoints a Town Prosecutor to prosecute zoning violations as well as certain traffic and vehicular violations in our local court; and

WHEREAS, a proposal for terms of employment as Town Prosecutor has been received for the year 2024;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby accepts the proposal dated January 1, 2024 from Paul Ackermann, esq., 35 LaGrange Avenue, Poughkeepsie, New York, 10603 to serve as the Town of Beekman Prosecutor at a fee of \$8,400.00 annually for monthly court sessions in which the various summonses will be prosecuted in addition to the terms and conditions outlined in the attached contract; and

BE IT FURTHER RESOLVED, that the Supervisor is hereby authorized to execute a contract of employment between the Town of Beekman and the Paul Ackermann, esq. as attached, and

BE IT FURTHER RESOLVED, that all requests for reimbursement pursuant to this agreement shall be set forth in a signed and itemized voucher audited and approved by the Town of Beekman Board as required by law.

Introduced: SUPERVISOR COVUCCI

Seconded: COUNCILWOMAN WOHRMAN

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-24

RE: SALARY AND WAGE SCHEDULE FOR THE YEAR 2024

WHEREAS, the Town Board is authorized to set salaries and wages for personnel not covered by a bargaining unit;

NOW, THEREFORE, BE IT RESOLVED, that the salaries for employees of the Town for the year 2024 are as follows:

Deputy Supervisor	\$2,600
Deputy Town Clerk	\$26.00 per hour
Bookkeeper	\$36.00 per hour
Budget Officer	\$5,200
Account Clerk	\$26.00 per hour
Record Clerk	\$24.00 per hour
Deputy Zoning Administrator	\$27.00 per hour
Recreation Director	\$62,322
Recreation Assistant/Assistant to the Recreation Director	\$17.75 per hour
Recreation Assistant/Activity Coordinator - Senior Program	\$24.00 per hour
Recreation Assistant/Activity Supervisor - Senior Program	\$18.00 per hour
Secretary to the Superintendent of Highway	\$18.40 per hour
Deputy Highway Superintendent	\$ 0.00 per Diem
Snow Seasonal Heavy Motor Equipment Operator	\$26.00 per hour
Snow Seasonal Motor Equipment Operator	\$24.00 per hour

Introduced: COUNCILMAN LEMAK
Seconded: COUNCILWOMAN WOHRMAN

ROLL CALL VOTE:

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

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-25

RE: DESIGNATE HOLIDAYS FOR THE YEAR 2024

WHEREAS, the Holiday Schedule is noted in 3.1.1 of the Town of Beekman Employment Practices Compliance Manual; and

WHEREAS, the Town Board is desirous in setting the holiday observance schedule for 2024 to be observed by Town of Beekman Personnel not covered by the existing bargaining agreements of the CSEA and the Highway Department;

NOW, THEREFORE, BE IT RESOLVED, that the following holidays shall be observed in 2024 for all Non-union personnel of the Town of Beekman:

New Year's Day	January 1, 2024
Martin Luther King Day	January 15, 2024
Presidents' Day	February 19, 2024
Memorial Day	May 27, 2024
Juneteenth	June 19, 2024
Independence Day	July 4, 2024
Labor Day	September 2, 2024
Columbus Day	October 14, 2024
Election Day	November 5, 2024
Veterans Day	November 11, 2024
Thanksgiving Day	November 28, 2024
Day after Thanksgiving	November 29, 2024
Christmas Day	December 25, 2024

Introduced: COUNCILWOMAN WOHRMAN

Seconded: COUNCILMAN LEMAK

ROLL CALL VOTE:

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

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-26

RE: APPOINTMENT OF LEGAL COUNSEL TO THE TOWN FOR THE YEAR 2024

WHEREAS, Town Law provides that the Town Board may employ an attorney to provide such professional services and advice as the Town Board may require; and

WHEREAS, Wallace & Wallace, 85 Civic Center Plaza, Suite LL3, Poughkeepsie, NY, 12601 is currently retained as the Legal Counsel to the Town of Beekman for professional services consistent with the scope of professional services in accordance with Chapter 3 of the Town Code for the Town of Beekman as outlined in their contract; and

BE IT RESOLVED, that Wallace & Wallace, 85 Civic Center Plaza, Suite LL3, Poughkeepsie, NY, 12601 be retained as the Legal Counsel to the Town of Beekman for professional services consistent with the scope of professional services in accordance with Chapter 3 of the Town Code for the Town of Beekman as outlined in their contract; and

BE IT FURTHER RESOLVED, that the Town Board hereby continues to retain Wallace & Wallace for the first quarter of the year 2024 at an hourly rate of \$185.00.

Introduced: COUNCILMAN CAPOLLARI

Seconded: COUNCILMAN BATTAGLINI

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-27

RE: RESOLUTION TO RETAIN SPECIAL COUNSEL ATTORNEYS TO THE TOWN

WHEREAS, Wallace & Wallace, LLP, the Legal Counsel to the Town of Beekman cannot represent the Town in certain instances; and

WHEREAS, the Town has received an engagement letter from Catania, Mahon & Rider, PLLC to represent the Town of Beekman when requested,

NOW, THEREFORE, BE IT RESOLVED, that Catania, Mahon & Rider, PLLC with offices at 641 Broadway, Newburgh, New York 12550 be, and hereby is employed and retained to represent the Town of Beekman when requested; and

BE IT FURTHER RESOLVED, that the Town Board hereby authorizes the Supervisor to execute the engagement letter dated January 1, 2024, submitted to the Supervisor, a copy of which is annexed hereto; and

BE IT FURTHER RESOLVED, Catania, Mahon & Rider, PLLC shall be paid in accordance with the engagement letter submitted to the Supervisor dated January 1, 2024.

Introduced: COUNCILMAN BATTAGLINI

Seconded: COUNCILWOMAN WOHRMAN

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-28

RE: THE TOWN BOARD ESTABLISHING THE STANDARD WORK WEEK FOR THE YEAR 2024

BE IT RESOLVED, that the Town Board of the Town of Beekman hereby designates the following as the standard work week for the Town of Beekman for the year 2024:

Town Hall

Recreation Department

Maintenance Department

Town Court

Highway

Monday – Thursday: 8:00 a.m. to 4:45 p.m.

Monday – Friday: 9:00 a.m. to 4:00 p.m.

Monday – Friday: 8:00 a.m. to 4:00 p.m.

Monday – Thursday: 8:00 a.m. to 4:45 p.m.

In accordance with Collective Bargaining Agreement

Summer Schedule -

Monday – Thursday: 6:00 a.m. to 4:30 p.m.

Winter Schedule -

Monday – Friday: 8 consecutive hours

BE IT FURTHER RESOLVED, that the Supervisor shall notify the effected employees and the bargaining unit as required by their respective collective bargaining agreements.

Introduced: SUPERVISOR COVUCCI

Seconded: COUNCILMAN LEMAK

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-29

RE: RENEW THE PROCUREMENT POLICY FOR THE YEAR 2024

WHEREAS, Section 104-b of the General Municipal Law requires every Town to annually review their internal policies and procedures governing all procurement of goods and services not subject to the bidding requirements of General Municipal Law Section 103 or any other law; and

WHEREAS, the renewal of the procurement policy is exempt from environmental review under the State Environmental Quality Review Act as a Type II action.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Beekman does hereby renew the Town of Beekman's Procurement Policy for 2024.

Introduced: COUNCILMAN LEMAK

Seconded: COUNCILMAN BATTAGLINI

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-30

RE: APPROVE TRAINING FOR TOWN BOOKKEEPER

WHEREAS, the New York Government Finance Officers' Association (NYGFOA) is holding it's 2024 Professional Development Sessions in Albany New York; and

WHEREAS, the Accounting and Financial Reporting Training scheduled for March 20-April 17, 2024 would be beneficial for our Town Bookkeeper in the Finance Department; and

WHEREAS, the funds are available for this course;

NOW, THEREFORE, BE IT RESOLVED, that Linda Bloomer is hereby authorized to attend said training sessions and will be reimbursed actual and necessary expenses as approved by the Town Board.

Introduced: COUNCILWOMAN WOHRMAN

Seconded: COUNCILMAN LEMAK

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION 01:3:24-31

RE: APPROVE BEEKMAN REC PARK FEE SCHEDULE FOR 2024

WHEREAS, the Recreation Director has proposed the attached fee schedule for the Beekman Recreation and Parks 2024 season; and recommends its adoption by the Town Board; and

WHEREAS, the Town Board has itself reviewed the fee schedule, and finds it to be in order;

NOW, THEREFORE, BE IT RESOLVED, that the Beekman Town Board hereby adopts the Beekman Recreation and Parks 2024 fees proposed by the Recreation Director as attached hereto.

Introduced: COUNCILMAN CAPOLLARI

Seconded: COUNCILWOMAN WOHRMAN

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION 01:3:24-32

RE: APPOINTMENT OF ENGINEER TO THE TOWN OF BEEKMAN FOR THE YEAR 2024

WHEREAS, the Town of Beekman is presented with important issues respecting future development and long-range planning requiring comprehensive analysis and coordination, now therefore be it

RESOLVED, that the firm of Hudson Land Design, Civil & Environmental Engineering Consultants, 174 Main Street, Beacon, NY, represented by Daniel Koehler, P.E., be retained on a contractual basis to provide Engineering, Planning, and Zoning services to the Town of Beekman for all matters; and

BE IT FURTHER RESOLVED, that Hudson Land Design will also provide administrative services for the Town's Building, Planning, and Zoning Department; and

BE IT FURTHER RESOLVED, that the Town Board hereby continues to retain Hudson Land Design, represented by Daniel Koehler, P.E., as attached hereto through December 31, 2025.

Introduced: COUNCILMAN BATTAGLINI

Seconded: COUNCILWOMAN WOHRMAN

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION NO. 01:3:23-33

RE: APPROVE ENCUMBRANCES FOR FISCAL YEAR END 2024

WHEREAS, the Town of Beekman has approved commitments which are unperformed for goods or services at year end December 31, 2023; and

WHEREAS, these are Official Encumbrances according to GAAP not expenditures liabilities, but they represent the estimated amounts of expenditures ultimately to result if these unperformed contracts are completed in 2024 and

WHEREAS, the Town has identified such encumbrances labeled below for the fiscal year end December 31, 2023,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Beekman hereby approves the following Encumbrances for Year End December 31, 2023:

Expense Account # + Title	Estimate \$	Description	----
A-1460-0450Records Contract	\$11,020	New Records Management Software	
A-1620-0210Town Vehicle	\$50,000	Town Vehicle Acquisition	
A-7118-0200Remembrance Park	\$17,123	Park Monuments Grant #2	
A-7118-0200 Remembrance Park	\$27,719	Park Improvements -Grant#1	

Introduced: SUPERVISOR BATTAGLINI

Seconded: COUNCILMAN LEMAK

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-34

RE: AUTHORIZING THE TOWN BOARD OF THE TOWN OF BEEKMAN TO SET THE POLICY REGARDING OVERTIME AND COMPENSATORY TIME FOR THE YEAR 2024

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Beekman does hereby direct Department Heads for 2024 to obtain approval from the Town Supervisor for all overtime and compensatory time for the CSEA Employees and all Non-Union Employees.

BE IT FURTHER RESOLVED, that all employees must clock in and out on the Town Official Paychex time clocks.

Introduced: COUNCILMAN LEMAK

Seconded: COUNCILWOMAN WOHRMAN

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-35

RE: AUTHORIZING THE TOWN BOARD OF THE TOWN OF BEEKMAN TO ESTABLISH SALARIES FOR UNION EMPLOYEES IN ACCORDANCE WITH THE COLLECTIVE BARGAINING AGREEMENTS FOR THE YEAR 2024

NOW, THEREFORE, BE IT RESOLVED, that all Union Employees in Town positions, including those of the CSEA Unit and IBT Unit 456 Highway, shall be compensated in 2024 per their respective Collective Bargaining Agreements currently in place.

BE IT FURTHER RESOLVED, that all employees must clock in and out on the Town Official Paychex time clocks.

BE IT FURTHER RESOLVED, that said salaries are payable from the General Fund or Highway Fund in bi-weekly installments unless otherwise stated.

Introduced: COUNCILWOMAN WOHRMAN

Seconded: COUNCILMAN BATTAGLINI

ROLL CALL VOTE:

Councilman Capollari **AYE**

Councilman Battaglini **AYE**

Councilman Lemak **AYE**

Councilwoman Wohrman **AYE**

Supervisor Covucci **AYE**

Dated: January 3, 2024

RESOLUTION NO. 01:3:24-36

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	\$	129,326.04
Claims to be paid from the DA-Highway Fund	\$	20,845.23
Claims to be paid from the SS – Dover Ridge Sewer	\$	3,858.78
Claims to be paid from the SW – Dover Ridge Water	\$	985.66
Claims to be paid from the T-Trust & Agency Fund	\$	2,442.00
Claims to be paid from the H-Capital Fund	\$	216.00
	\$	157,673.71

12/21/2023 Payroll #26

General Fund	\$	34,934.74
Highway Fund	\$	25,510.19
	\$	60,444.93

Introduced: COUNCILMAN CAPOLLARI

Seconded: COUNCILMAN LEMAK

ROLL CALL VOTE:

Councilman Capollari	AYE
Councilman Battaglini	AYE
Councilman Lemak	AYE
Councilwoman Woehrman	AYE
Supervisor Covucci	AYE

Dated: January 3, 2024