

**BEEKMAN TOWN BOARD
REORGANIZATION MEETING AGENDA
JANUARY 8, 2025**

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 (3-Minute Limit)

RESOLUTIONS

1. Accept December 30, 2024 Minutes (**PULLED**)
2. Renew Rules for Public Comment Periods at Town Board Meetings
3. Adopt Inclement Weather Policy
4. Set Beekman Town Board Meeting Schedule for the Year 2025
5. Change Second Town Board Meeting Date in May Due to Grievance Day
6. Establishing Procedures for Town Board Meeting Agendas
7. Adopt Personnel Time Clock Policy
8. Acknowledging Deputy Appointments for the Year 2025
9. Keys/Security Codes and Other Means of Accessing and Utilizing Town Hall Office and Computer Systems for Official Town Business
10. Board Appointments for the Year 2025
11. Appointing Chairperson of Zoning Board of Appeals for the Year 2025
12. Appointing Chairperson of Planning Board for the Year 2025
13. Designate the Official Town of Beekman Newspaper for the Year 2025
14. Designate of Depositories for the Year 2025
15. Signature Authorization on Depository Accounts for the Year 2025
16. Authorize Town of Beekman Petty Cash Funds for the Year 2025
17. Updating Cash Receipts Policy
18. Authorize Mileage Reimbursement at the IRS Rate for the Year 2025
19. Renewing The Town Investment Policy
20. Approving the Re-Appointment of the Financial Services Consultant for the Year 2025
21. Appoint Emergency Chain of Command for the Year 2025
22. Adopt Emergency Interim Successors for the Year 2025
23. Authorize the Town Supervisor to Execute a Renewal Agreement with Fiscal Advisors and Marketing Inc. for Fiscal Advisory Services for Fiscal Year 2025

24. Appointment of the Registrar & Deputy Registrar of Vital Statistics
25. Salary and Wage Schedule for the Year 2025
26. Designate Holidays for the Year 2025
27. Appointment of Legal Counsel to the Town for the Year 2025
28. The Town Board Establishing the Standard Work Week for the Year 2025
29. Renew the Procurement Policy for the Year 2025
30. Approve Beekman Rec Park Fee Schedule for the Year 2025
31. Appointment of Engineer to the Town of Beekman for the Year 2025
32. Authorizing the Town Board of the Town of Beekman to Set the Policy Regarding Overtime and Compensatory Time for the Year 2025
33. Authorizing the Town Board of the Town Beekman To Establish Salaries for Union Employees in Accordance with the Collective Bargaining Agreements for the Year 2025
34. Authorize Change Order Extension of Inter Municipal Fuel Farm Agreement Between County of Dutchess and the Town of Beekman
35. Approving Payment of Claims Without Routine Town Board Claims Auditing Process
36. Approve Bond Counsel Services for Agreement Calendar Year 2025
37. Approve 284 Agreement Expense of Highway Monies for 2025
38. Payment of Claims

- Other Town Board Business
- General Board Comments
- Public Comments (3-Minute Limit)
- **Next Special Town Board Meeting: Monday, January 13, 2025 at 10:00 AM** for the purpose of Approving the Highway Bid Packages for the Year 2025
- **Next Regular Town Board Meeting: Tuesday, January 21, 2025 at 6:00 PM**

ADOURN

***AGENDA SUBJECT TO CHANGE**

RESOLUTION NO. 01:8:25-1 (PULLED)
RE: ACCEPTANCE OF PAST TOWN BOARD MINUTES

WHEREAS, Town Clerk Laureen Abbatantuono has provided copies of the minutes of the December 30, 2024 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 December 30, 2024 Special Town Board Meeting.

Introduced:

Seconded:

ROLL CALL VOTE:

Councilman Capollari

Councilman Battaglini

Councilman Lemak

Councilwoman Woehrman

Supervisor Covucci

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-2
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 2025:

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 Speakers 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 for 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.
3. Rules of decorum

1. Purposes of rules of decorum.
 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.
2. 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.
3. 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.
4. 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.
5. 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 Cappollari

Seconded: Councilman Lemak

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:08:25-3
RE: INCLEMENT WEATHER POLICY

BE IT RESOLVED, that the Supervisor shall be the individual named to execute the inclement weather policy. In her absence, the Deputy Supervisor or Town Clerk are the designees to execute the policy, and that all closings, delayed openings, or early closings will be posted on the main page of the Town website www.townofbeekman.gov or by Town Facebook page.

Introduced: Supervisor covucci

Seconded: Councilman Capollari

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-4

RE: SET BEEKMAN TOWN BOARD MEETING SCHEDULE FOR THE YEAR 2025

BE IT RESOLVED, that the Regular Meetings of the Town Board of the Town of Beekman shall be held at 6:00 PM, in the Meeting Room at Town Hall, 4 Main Street, in the Town of Beekman, Dutchess County, New York, in the evening of the second (2nd) and fourth (4th) Tuesday of each Month, or at such other time as the Town Board shall designate; and

BE IT FURTHER RESOLVED, should the date of such regularly scheduled 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 meetings of the Town Board, including any adjourned or rescheduled meetings of the Board shall be posted in Town Hall on the Town Clerk’s Bulletin Board and on the Town Website. The Town Clerk is directed to take whatever steps are necessary to have such Town Board meetings accurately reflected on the Town Clerk’s Bulletin Board and on the Town’s official website and notification in the Town’s official newspaper, if required, and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Beekman does hereby reserve the right to cancel any meeting in any month or to schedule a Special Meeting of the Town Board as needed.

2025 Scheduled Town Board Meetings are as follows:

January	8 th & 21 st	February	11 th & 25 th
March	11 th & 25 th	April	8 th & 22 nd
May	13 th & 27 th	June	10 th & 24 th
July	8 th & 22 nd	August	12 th & 26 th
September	9 th & 23 rd	October	14 th & 28 th
November	11 th & 25 th	December	9 th & 23 rd

Introduced: Councilman Lemak

Seconded: Councilwomen Wohrman

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-5

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, May 27, 2025, 4 Main Street, Poughquag, and

WHEREAS, this date conflicts with the May 27th Town Board Meeting,

NOW, THEREFORE, BE IT RESOLVED, that second Town Board Meeting in May will be held on Wednesday, May 28, 2025 at 6:00 PM, 4 Main Street, Poughquag, New York.

Introduced: Councilwomen Wohrman

Seconded: Councilman Lemak

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:03:24-6
RE: RESOLUTION ESTABLISHING PROCEDURES FOR TOWN BOARD MEETING
AGENDAS FOR THE YEAR 2025

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: Councilman Capollari

Seconded: Councilman Lemak

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-7
RE: PERSONNEL TIME CLOCK

BE IT RESOLVED, that all Town of Beekman employees with the exception of the elected officials, will be required to utilize the Official Town Paychex Time Clock to validate their work day and services to the residents of the town.

Introduced: supervisor Covucci

Seconded: Councilwomen Wohrman

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-8
RE: ACKNOWLEDGEMENT OF APPOINTMENTS FOR THE YEAR 2025

BE IT RESOLVED, that the Town Board of the Town of Beekman does hereby acknowledge the following appointments for the year 2025:

- | | |
|-------------------------------|--------------------------|
| ▪ Councilwoman Sharon Wohrman | Deputy Supervisor |
| ▪ Samantha Lopez-Mejorado | Deputy Town Clerk |
| ▪ Samantha Lopez-Mejorado | Deputy Receiver of Taxes |
| ▪ Margaret Wooley | Deputy Receiver of Taxes |
| ▪ Linda Bloomer | Budget Officer |

Supervisor Covucci acknowledged that the newly Appointed Officials have to sign their Oaths and file them with the Town Clerk.

Introduced: Councilman Lemak

Seconded: Councilman Capollari

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-9

RE: KEYS, SECURITY CODES and OTHER MEANS OF ACCESSING and UTILIZING TOWN HALL OFFICE AND COMPUTER SYSTEMS FOR OFFICIAL TOWN BUSINESS

WHEREAS, Members of the Beekman Town Board can interact more productively, and improve the effectiveness of their services to their constituents by acquiring access to the Town Hall offices, computer system and related security passwords/codes for official Town business;

NOW, THEREFORE BE IT RESOLVED, that keys, security codes, and other means of accessing and utilizing the foregoing Town assets, will be provided to all Council Members and the Town Clerk until such time as they no longer hold elective office, at which time such keys and or equipment shall be returned and applicable security passwords and codes be changed; and,

BE IT FURTHER RESOLVED, that any former employee must turn over all town property to the Town Clerk. This equipment will be logged in within 24 hours of termination of employment. Town equipment shall include all keys, cell phones, and any other assigned equipment. IT services will be immediately removed with all passwords and accounts disabled. Any digital access to town servers' digital files communications devices or computers will be disabled.

Introduced: Councilwomen Wohrman

Seconded: Councilman Lemak

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-10
RE: BOARD APPOINTMENTS FOR THE YEAR 2025

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:

Katie Whittaker CAC term to expire December 31, 2026

Claude Rancourt CAC term to expire December 31, 2026

Shannon Fatum CAC term to expire December 31, 2026

Cristian Hanganu Zoning Board of Appeals term to expire December 31, 2029

Frank Lemak Ethics Board term to expire December 31, 2029; 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 Capollari

Seconded: Councilwomen Wohrman

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-11
RE: APPOINTING CHAIRPERSON OF THE ZONING BOARD OF APPEALS FOR THE
YEAR 2025

BE IT RESOLVED, that Cristian Hanganu is hereby appointed as Chairperson of the Town of Beekman Zoning Board of Appeals for the calendar year 2025.

Introduced: Supervisor Covucci

Seconded: Councilman Lemak

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-12

RE: APPOINTING CHAIRPERSON OF THE PLANNING BOARD FOR THE YEAR 2025

BE IT RESOLVED, that John Frustace is hereby appointed as Chairperson of the Town of Beekman Planning Board for calendar year 2025.

Introduced: Councilman Lekmak

Seconded: Councilwoman Wohrman

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION 01:8:25-13
RE: DESIGNATE THE POUGHKEEPSIE JOURNAL AS THE TOWN OF BEEKMAN
OFFICIAL NEWSPAPER FOR THE YEAR 2025

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 2025.

Introduced: Councilwomen Wohrman

Seconded: Councilman Capollari

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION 01:8:25-14
RE: DESIGNATION OF DEPOSITORIES FOR THE YEAR 2025

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 2025.

Introduced: Councilman Capollari

Seconded: Councilwoman Wohrman

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-15
RE: SIGNATURE AUTHORIZATION ON DEPOSITORY ACCOUNTS FOR THE YEAR
2025

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: Supervisor Covucci

Seconded: Councilman Lemak

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-16

RE: AUTHORIZE TOWN OF BEEKMAN PETTY CASH FUNDS FOR THE YEAR 2025

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;

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
Town Bookkeeper	<u>\$ 50.00</u>
GENERAL FUND TOTAL	\$1,000.00

Introduced: Councilman Lemak

Seconded: Councilman

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Woehrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-17
RE: RESOLUTION UPDATING CASH RECEIPTS POLICY

WHEREAS, the Cash Receipts Policy was adopted on September 2, 2015; and last modified in 2023; and

WHEREAS, after review of this policy by the Financial Consultant, amendments need to be considered;

NOW, THEREFORE BE IT RESOLVED, that the following section be amended to the Cash Receipts Policy:

- Addition of Tax Receiver Petty Cash Fund to the **Petty Cash Funds by Office**, and

BE IT FURTHER RESOLVED, that this amendment take effect immediately; and

BE IT FURTHER RESOLVED, that the Bookkeeper, Record Clerk, Payroll Clerk, Supervisor, Deputy Supervisor, Secretary to the Supervisor, Receiver of Taxes, Deputy Receiver of Taxes, Town Clerk, Deputy Town Clerk, Recreation Director, Assistant to the Recreation Director, Court Clerks, Highway Superintendent, Senior Coordinator and Part-time Activity Worker will sign a new employee acknowledgement immediately.

Introduced: Councilwoman Wohrman

Seconded: Councilman Lemak

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-18
RE: AUTHORIZE MILEAGE REIMBURSEMENT AT THE IRS RATE FOR THE YEAR
2025

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 2025 rate (70 cents per mile) on Town business, subject to prior authorization of the Town Board, excepting the Assessor, 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; and

BE IT FURTHER RESOLVED, any Town Employee required to make Bank Deposits of Town Monies must do so within their normal work hours and they must return to Town hall to clock out at the end of their regular work hours.

Introduced: Councilman Capollari

Seconded: Councilwomen Wohrman

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-19

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 2025.

Introduced: Supervisor Covucci

Seconded: Councilman Capollari

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-20
RE: APPROVING THE RE-APPOINTMENT OF THE FINANCIAL SERVICES
CONSULTANT FOR THE YEAR 2025

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 at a rate of \$112.00 per hour; and

BE IT FURTHER RESOLVED, that the Supervisor is authorized to execute a Consulting Agreement with Mr. Carey for the year 2025 in substantially the same form and substance as attached hereto.

Introduced: Councilman Lemak

Seconded: Councilwoman Wohrman

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-21
RE: APPOINT EMERGENCY CHAIN OF COMMAND FOR THE YEAR 2025

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 2025:

- | | |
|-----------------|------------------|
| 1. Supervisor | Mary Covucci |
| 2. Councilwoman | Sharon Wohrman |
| 3. Councilman | Mersin Capollari |

Introduced: Councilwoman Wohrman

Seconded: Councilman Lemak

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-22
RE: EMERGENCY INTERIM SUCCESSORS FOR THE YEAR 2025

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 2025, 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. Councilman | Mersin Capollari |
| 3. Councilman | Frank Lemak |

Introduced: Councilwoman Capollari

Seconded: Councilman Lemak

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-23
RE: RESOLUTION AUTHORIZING THE TOWN SUPERVISOR TO EXECUTE A
RENEWAL AGREEMENT WITH FISCAL ADVISORS AND MARKETING, INC FOR
FISCAL ADVISORY SERVICES FOR FISCAL YEAR 2025

WHEREAS, the Town of Beekman Bookkeeper has reviewed and recommended a renewal contract with Fiscal Advisors and Marketing, Inc. for 2025 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 2025.

Introduced: Supervisor Covucci

Seconded: Councilwoman Wohrman

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-25
RE: SALARY AND WAGE SCHEDULE FOR THE YEAR 2025

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 and wages for the Exempt Employees of the Town for the year 2025 are as follows:

Deputy Supervisor	\$2,600	Annual
Deputy Town Clerk	\$21.70	per hour
Bookkeeper	\$37.25	per hour
Budget Officer	\$5,200	Annual
Account Clerk	\$27.00	per hour
Senior Clerk	\$27.00	per hour
Record Clerk	\$25.00	per hour
Building Inspector	\$72,007	Annual
Deputy Zoning Administrator	\$28.00	per hour
Recreation Director	\$64,558	Annual
Recreation Assistant to the Recreation Director	\$18.30	per hour
Recreation Assistant Coordinator - Senior Program	\$24.80	per hour
Recreation Assistant Supervisor - Senior Program	\$18.60	per hour
Secretary to the Superintendent of Highway	\$19.00	per hour
Snow Seasonal Heavy Motor Equipment Operator	\$26.00	per hour
Snow Seasonal Motor Equipment Operator	\$24.00	per hour

Introduced: Councilwoman Wohrman

Seconded: Councilman Lemak

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-26
RE: DESIGNATE HOLIDAYS FOR THE YEAR 2025

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 2025 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 2025 for all Non-union personnel of the Town of Beekman:

New Year's Day	January 1, 2025
Martin Luther King Day	January 20, 2025
Presidents' Day	February 17, 2025
Memorial Day	May 26, 2025
Juneteenth	June 19, 2025
Independence Day	July 4, 2025
Labor Day	September 1, 2025
Columbus Day	October 13, 2025
Election Day	November 4, 2025
Veterans Day	November 11, 2025
Thanksgiving Day	November 27, 2025
Day after Thanksgiving	November 28, 2025
Christmas Day	December 25, 2025

Introduced: Councilman Capollari

Seconded: Councilman Lemak

ROLL CALL VOTE:

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

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-27

RE: APPOINTMENT OF LEGAL COUNSEL TO THE TOWN FOR THE YEAR 2025

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 2025 at an hourly rate of \$225.00.

Introduced: Supervisor Covucci

Seconded: Councilman Capollari

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-28
RE: THE TOWN BOARD ESTABLISHING THE STANDARD WORK WEEK FOR THE
YEAR 2025

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 2025:

Town Hall	Monday – Thursday: 8:00 a.m. to 4:45 p.m.
Recreation Department:	
Summer Schedule	Monday – Friday: 9:00 a.m. to 4:00 p.m.
Winter Schedule	Monday – Thursday: 8:00 a.m. to 4:45 p.m.
Maintenance Department	Monday – Friday: 8:00 a.m. to 4:00 p.m.
Town Court	Monday – Thursday: 8:00 a.m. to 4:45 p.m.
Highway: 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: Councilman Lemak

Seconded: Councilwoman Wohrman

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-29
RE: RENEW THE PROCUREMENT POLICY FOR THE YEAR 2025

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 2025.

Introduced: Councilwoman Wohrman

Seconded: Councilman Capollari

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION 01:8:25-30
RE: APPROVE BEEKMAN REC PARK FEE SCHEDULE FOR 2025

WHEREAS, the Recreation Director has proposed the attached fee schedule for the Beekman Recreation and Parks 2025 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 2025 fees proposed by the Recreation Director as attached hereto.

Introduced: Councilman Capollari

Seconded: Councilman Lemak

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION 01:8:25-31
RE: APPOINTMENT OF ENGINEER TO THE TOWN OF BEEKMAN FOR THE YEAR
2025

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: Supervisor Covucci

Seconded: Councilwoman Wohrman

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:3:23-32

RE: AUTHORIZING THE TOWN BOARD OF THE TOWN OF BEEKMAN TO SET THE POLICY REGARDING OVERTIME AND COMPENSATORY TIME FOR THE YEAR 2025

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Beekman does hereby direct Department Heads for 2025 to obtain approval from the Town Supervisor for all overtime and compensatory time for the CSEA Employees and all Non-Union Employees; and

BE IT FURTHER RESOLVED that all CSEA, Local 456 I.B.T., and Town 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 ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-33
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 2025

NOW, THEREFORE, BE IT RESOLVED, that all Union Employees in Town positions, including those of the CSEA Unit and Local 456 I.B.T. Highway, shall be compensated in 2025 per their respective Collective Bargaining Agreements currently in place; and

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

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 Capollari

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:08:25-34

RE: AUTHORIZE CHANGE ORDER EXTENSION OF INTER MUNICIPAL FUEL FARM AGREEMENT BETWEEN COUNTY OF DUTCHESS AND THE TOWN OF BEEKMAN

WHEREAS, the Town of Beekman purchases gasoline through a bid issued by New York State Office of General Services (NYSOGS); and

WHEREAS, the Town and County have a joint agreement in place to provide storage space in its fuel farm system so that the Town of Beekman's gasoline can be stored and dispensed as needed; and

WHEREAS, the Town wishes to extend the contract through December 31, 2025,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Beekman authorizes the Town Supervisor to sign the Change Order dated January 1, 2025 extending the agreement through December 31, 2025.

Introduced: Councilman Capollari

Seconded: Councilman Lemak

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:08:25-35
RE: RESOLUTION APPROVING PAYMENT OF CLAIMS WITHOUT ROUTINE TOWN BOARD CLAIMS AUDITING PROCESS

WHEREAS, Town law allows certain payments to be made without going through the routine claims auditing process including the following:

- Monthly recurring utilities Bills
- Fixed salaries of officers or employees engaged at agreed upon wages
- Principal or interest payments on outstanding debt
- Court ordered payments
- Payments for approved lawful contracts exceeding one year
- Retirement system contributions; and

WHEREAS, the governing board of a local government may approve, by resolution, other payments to be made, in advance of claims audit process, for public utility services, employee benefits, postage, freight and express charges and

WHEREAS, the Town Financial Advisor recommends that the Town approve this process to improve the efficiency of the vendor payment process;

NOW, THEREFORE, BE IT RESOLVED, the Town Board approves that public utility expenses, employee health insurance and other benefit payments, postage and freight charges and petty cash expenses can be paid in advance of routine claims audit.

Introduced: Supervisor Covucci

Seconded: Councilman Lemak

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-36
RE: EMPLOYING BOND COUNSEL SERVICES FOR CALENDAR YEAR 2025

BE IT RESOLVED, that Douglas E. Goodfriend of Orrick, Herrington & Sutcliffe, LLP, with offices at 51 West 52nd Street, New York, NY 10019 be, and hereby is employed and retained as Bond Counsel for the purpose of furnishing to the Town Board, the Town's departments and agencies such legal services as may be required during calendar year 2025; and

BE IT FURTHER RESOLVED that Douglas E. Goodfriend shall be paid in accordance with the established fee schedule of his firm effective calendar year 2025.

Introduced: Councilman Lemak

Seconded Councilwoman Wohrman

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-37
RE: AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONEYS FOR 2024

AGREEMENT between the Superintendent of Town Highways of the Town of Beekman, Dutchess County, New York, and the undersigned members of the Town Board.

Pursuant to the provisions of Section 284 of the Highway Law, we agree that moneys levied and collected in the Town for the repair and improvement of highways, and received from the State for State Aid for the repair and improvement of highways, shall be expended as follows:

1. **GENERAL REPAIRS.** The sum of **\$450,000.00** shall be set aside to be expended for primary work and general repairs upon 135.92 lane miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or renewals thereof.

2. **PERMANENT IMPROVEMENTS.** The following sums totaling **\$300,000.00** shall be set aside to be expended for the permanent improvement of Town highways as listed below:
 - (a) On the road commencing at Gardner Hollow Rd starting west of **Sterling Dr.** and leading up **Gardner Hollow Rd.** a distance of **0.82** miles, there shall be expended not over the sum of **\$136,350.00** for Blacktop and Drainage Width of traveled surface 24 Feet
 - (b) **To be Determined**
 - (c) **To be Determined**

Executed in duplicate this _____ day of _____ 2025

Supervisor

Councilman

Councilman

Councilman

Councilman

County Superintendent of Highways

Town Superintendent of Highways

Note: This agreement should be signed in duplicate by a majority of the members of the Town Board and by the Town Superintendent. Both copies must be approved by the County Superintendent. One copy must be filed in the Town Clerk's office and one in the County Superintendent's office. *COPIES DO NOT HAVE TO BE FILED IN ALBANY.*

Introduced: Councilwoman Wohrman

Seconded: Councilman Lemak

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025

RESOLUTION NO. 01:8:25-38
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	\$ 78,878.74
Claims to be paid from the DA-Highway Fund	\$ 27,245.28
Claims to be paid from the SS-Dover Ridge Sewer	\$ 4,352.32
Claims to be paid from the SW-Dover Ridge Water	\$ 2,598.54
Claims to be paid from the T-Trust & Agency Fund	\$ 6,038.75
Claims to be paid from the H-Capital Fund	<u>\$ 1,207.00</u>
	<u>\$ 120,320.63</u>

01/02/2025 Payroll #1

General Fund	\$ 34,971.04
Highway Fund	<u>\$ 33,549.34</u>
	<u>\$ 68,520.38</u>

Introduced: Councilman Capollari

Seconded: Councilman Lemak

ROLL CALL VOTE:

Councilman Capollari AYE

Councilman Battaglini ABS

Councilman Lemak AYE

Councilwoman Wohrman AYE

Supervisor Covucci AYE

Dated: January 8, 2025