

TOWN OF AMENIA  
Town Board Meeting  
Thursday, March 28, 2013  
Amenia Town Hall

Councilwoman Riemer moved, seconded by C/Doyle to call to the meeting to order.

Salute to the flag was conducted and a moment of silence.

Emergency exits were pointed out.

**Roll Call**

Councilwoman Darlene Riemer     Aye  
Councilwoman Victoria Perotti     Aye  
Councilwoman Vicki Doyle         Aye  
Supervisor William Flood         Aye

also present:

Dawn Marie Klingner, Town Clerk  
Stanley Whitehead, Highway Superintendent  
Ian MacDonald Esq., Town Attorney

Councilwoman Doyle moved, seconded by C/Perotti

***Motion to open the Public Hearing for Ridge Crest Farm mining application***

The motion was duly put to a vote which resulted as follows:

Supervisor Flood                 voting Aye  
Councilwoman Perotti             voting Aye  
Councilwoman Doyle             voting Aye  
Councilwoman Riemer             voting Aye

Motion carried.

Present in the audience on behalf of the mining application:

Ian Holback, applicant  
D. Cappillino, Esq. for applicant

**Public Comments on the matter of Ridge Crest Farms**

*Mike Kelsey, County Legislature* commented on the positive feedback he has heard and has seen the work in Dover. He supports this project.

*Allan Shoppe* complemented the Town and the Master Plan and Zoning Laws that have been created, and one can see the positive impacts by the two recent mining applications. He asked from the town board as he stresses how this application process has been an exhausting and expensive; that this application should be approved expeditiously without any additional conditions and urged the board to approve this application unanimously.

*Richard Lamay* positively commented on the project and that there have been no problems and feels the same for the future. He also complemented the applicant on the work so far.

*Stan Whitehead* commented on the convenience of purchasing materials locally.

*Vicki Doyle* commented on the good neighbor that Mr. Holback has been and his helping hand with the Towns' beautification and enhancement projects.

*Victoria Perotti* commented on the planning and efforts in this process were exemplary.

*Darlene Riemer* asked if there were any written comments. The Clerk informed the Board that the DC Planning and Development responded to the application with no comments- the matter is

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of local concern and the DC Public Works comments were received late today and have been circulated to all involved.

*C/Riemer* further commented she was on the Comprehensive Committee and is comfortable to move forward. This project meets the comprehensive plan.

*Bill Flood* commented that he too was on the Comprehensive Committee and the gravel mines were a big part of the discussions in creating the Master Plan. He points out that the applicant was part of those early on meeting. Mr. Flood thanked and applauded the applicant for all of his work.

*Supervisor Flood moved, seconded by C/Doyle*

*Motion to close the public hearing at 7:15pm*

*The motion was duly put to a vote which resulted as follows:*

*Supervisor Flood voting Aye*

*Councilwoman Perotti voting Aye*

*Councilwoman Doyle voting Aye*

*Councilwoman Riemer voting Aye*

*Motion carried.*

The Town has sixty-two days to submit a written determination

*C/Doyle moved, seconded by C/Riemer*

*Motion to return to the regular meeting*

*The motion was duly put to a vote which resulted as follows:*

*Supervisor Flood voting Aye*

*Councilwoman Perotti voting Aye*

*Councilwoman Doyle voting Aye*

*Councilwoman Riemer voting Aye*

*Motion carried.*

### **Public Comments**

*Michael Collins* commented on the an email that he received from a town resident who questioned him for his actions of removing snow from town sidewalks. Mr. Collins questioned why his personal email address was shared by a board member. He commented that his email address should not have been shared. The Board and he discussed the matter further. Attorney MacDonald disagreed stating that a personal email address may be shared with submitting documents. S/Flood acknowledges that there have been emails sent by town residents that are hurtful and damaging and recognizes that they need to hire someone to take care of the security; the Town has interviewed someone from Dover for that position.

*Michael Kelsey County Legislature* updated the Board on the Bonds that the County approved earlier in the month. The ECM Bond for the improvements to the computer and digitization of records and the other Bond for the Renegades Stadium. Mr. Kelsey also discussed the option for class one towns to allow taxes to be paid in installments; the Safe Act; and the Solid Waste Management Plan

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*Cheryl Morse* asked the board why her name was mentioned earlier in public comment by *Mike Collins* and asked why when emails are sent to the board members there is no response. *C/Doyle* explains that when answering *Mr. Collins'* email her name was used in the response.

**Highway Report- Stan Whitehead, Highway Superintendent**

*Mr. Whitehead* reported on the three prices quotes for the equipment trailer- *Hoffman Equipment* in the amount of \$11,494, *Cairo Trailer* in the amount of \$9,897 and *Hudson River Truck and Trailer* in the amount of \$9,562. He recommends that the balance be taken out of his *Machinery Line*.

*C/Doyle* moved, seconded by *C/Perotti*

*Motion to authorize the purchase of the truck and trailer from Hudson River River Truck and Trailer in the amount of \$9,562.*

The motion was duly put to a vote which resulted as follows:

Supervisor Flood	voting Aye
Councilwoman Perotti	voting Aye
Councilwoman Doyle	voting Aye
Councilwoman Riemer	voting Aye

Motion carried.

*Mr. Whitehead* updates that the *Tower Hill* project is waiting for *DEC*; the *Willow Lane* Project is awaiting a signed contract. After that the County will release the funds. *Ian MacDonald, Esq.*, will follow up. The board discussed recourse to what went wrong with this project.

*C/Perotti* moved, seconded by *C/Riemer*

*Motion to authorize the Attorney to supply the County with the assessment letter from Pete Satoro, of Morris Associates regarding Willow Lane*

The motion was duly put to a vote which resulted as follows:

Supervisor Flood	voting Aye
Councilwoman Perotti	voting Aye
Councilwoman Doyle	voting Aye
Councilwoman Riemer	voting Aye

Motion carried.

*S/Flood* asked *Mr. Whitehead* if he would like to do the work on *Lavalle Road* since its a town road. The plans will be given to him for review.

*Mr. Whitehead* asked about the no parking signs on *Mechanic Street*.

*C/Doyle* requested that the dead trees be taken out of the barrels.

**Town Clerk's Report- Dawn Marie Klingner, Town Clerk**

*Mrs. Klingner* announced that the office to date has collected 87% in taxes; opening day for fishing is April 1<sup>st</sup>, fishing licenses are on sale now.

*Mrs. Klingner* was asked by the *Girl Scouts* if they could use the lower parking lot for a tag sale/fundraiser. The Board all agreed that this would be a permitted use. Also announced were the open volunteer positions for the *ZBA*, *Workforce Housing Board* and the *Recreation*

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Commission of which two applications were received for recreation. Also at this time letters of interest are being accepted in the Clerk's office for the open councilman seat. Application deadlines for all positions will be April 15<sup>th</sup>. To date the office received fourteen applications of which four qualify for the open legal counsel advertisement. In today's paper are the ads for the exterior painting, seasonal lawn mowing and pruning of trees. Bids are due Wednesday, April 10<sup>th</sup> at noon and to be opened at the April 11<sup>th</sup> board meeting. On March 18<sup>th</sup>, Clerk Klingner and Deputy Clerk Barron attended a class taught by the NYS Comptroller's Office entitled Financial Accountability for Town Clerks. The class was found to be very informative. In this class items learned included that all issued receipts must be press-numbered. Tax Duties include satisfying the Town and County. According the GML 5B a local law, ordinance or resolution by the board must designate an officer to accept credit card payments for a specific purpose ex. Real Property tax, water/sewer payments, permits and licenses etc. Fees payable to the Clerk are non-taxed (ex. death certificates). Reports to the Supervisor are due by the 15<sup>th</sup> of the month in a detail showing all fees and charges collected and paid to the appropriate State agencies for the marriage, dog and hunting/fishing licenses. Disbursements are to be paid for by check except for authorized petty cash payments (the Town of Amenia does not do petty cash payments through this office); and monthly bank reconciliations. The Clerk also has statutory responsibilities that need to be corrected and has spoken with the Supervisor upon return from the class. The vouchers are to be consecutively numbers, marked and dated presented, an abstract is to be prepared and currently it is missing language and the Clerk's signature. The abstract is to be made available (and this past month for the first time they were given to the office). The payment of vouchers is to be entered into the minutes.

The clerk further explained the importance of internal controls and listed a few that are done in the office: Assuring compliance with laws, regulations, policies and procedures; preserve integrity; eliminate adverse publicity; increase public confidence; establish standards of performance; ensure objectives are met; reduce fraud opportunities; prevent loss of funds or other resources. Safe guards include using separate draws that are locked, frequent bank deposits and duplicated receipts.

The clerk addressed the board with concerns and requests that the Board in return be courteous and respectful, no more wasteful, hurtful emails be sent and reminds all that the Town Clerk is an elected official with separate and distinct duties from the supervisor and board members. The monthly check has been remitted in a timely and responsible manner. It is requested that any changes to the office be discussed prior. And it was requested that if necessary an executive session be scheduled to further discuss any concerns of the office and the staff of the office. The Supervisor responded with concerns that he had from events that occurred last year. And in response the Clerk states that she could only worry about matters since she took office.

**Grant Report- Mike Hagerty, Grant writer**

Mr. Hagerty read aloud the March grant report. (see attached) Supervisor Flood announced that changes to the contract with Webutuck Schools was accepted by the town attorney and now needs to be approved by the School Board. The Town will be taking control of the four upstairs rooms and the lawn in exchange for the basement rooms. Board discussed using the County Highway substation in Amenia during the construction period of the new highway garage. Supervisor will speak with the County. Highway garage bid specs to be discussed at next meeting. On April 6<sup>th</sup> there will be a special meeting to discuss the tree planting locations.

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**Town Historical Report- Arlene Iuliano, Town Historian**

Ms. Iuliano reported that April is Grange month. On May 7<sup>th</sup> at the Children's Museum in Poughkeepsie will be a brochure exchange to promote tourism. She would like to work on updating the current brochure. She will follow up with the vendor who printed them last time.

C/Doyle read aloud the Proclamation "April 2013 as Grange Month" All members were in favor and have signed the Proclamation

**Enhancement Committee-**

Councilwoman Doyle announced that the committee met and cleanup will be the April 20<sup>th</sup>. If you have a particular area in mind please let her know.

**Discussions:**

S/Flood mentioned the contracts for the maintenance agreement for the generators, one for the Amenia Fire district and the Water district. They were missing Wassaic Fire Districts and tabled the matter.

There is a backhoe at the transfer station, and the highway has no need for it. Supervisor Flood suggested it be placed in the upcoming auction.

C/Doyle motioned, seconded by C/Riemer

*Motion to authorize Stan Whitehead to place the Backhoe (min bid of \$3,000); '93 Truck (min bid \$3,000) and the used trailer (min bid \$150) in the Flood auction*

The motion was duly put to a vote which resulted as follows:

Supervisor Flood	voting Abstain
Councilwoman Perotti	voting Aye
Councilwoman Doyle	voting Aye
Councilwoman Riemer	voting Aye

Motion carried.

**Other Matters:**

C/Perotti asked about the status of the Recreation Director, if the line item was added to the budget for the building inspector for the property cleanups; and asked what is going on the back ground checks. C/Perotti also asked if the Town has a contract with the Town of Dover for the use of the dog kennels. C/Perotti asked about the dog kennels purchased by the former dog warden. C/Perotti asked about the Cross Contamination Program emailed to the board by Marco D'Antoniowho worked on it with the Department of Health. A discussion among the board as to if this is the right program for the town, and the issues include who will inspect them and the policy as written. C/Riemer and C/Doyle have not completely read the proposed and will discuss any concerns that they may have at the next meeting. S/Flood will send the document to Pete Sataro for his review. C/Perotti asked about status of the water billing, and the conditions of the boilers. S/Flood and C/Riemer are meeting with companies and obtaining the needed

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information for the building for the new heating and cooling system. C/Perotti requested that the estimates and recommendations from each of the companies be emailed to all board members.

C/ Doyle motioned, seconded by C/Riemer

***Motion to authorize the Supervisor to sign the waiver for the State Aide form from Dutchess County Department of Youth services.***

The motion was duly put to a vote which resulted as follows:

Supervisor Flood	voting Aye
Councilwoman Perotti	voting Aye
Councilwoman Doyle	voting Aye
Councilwoman Riemer	voting Aye

***Motion carried.***

S/Flood had someone look at the ball fields after it was reported that there are exposed wires and damaged electrical boxes.

C/Doyle motioned, seconded by C/Riemer

***Motion to authorize emergency light repairs at Beekman Park***

The motion was duly put to a vote which resulted as follows:

Supervisor Flood	voting Aye
Councilwoman Perotti	voting Aye
Councilwoman Doyle	voting Aye
Councilwoman Riemer	voting Aye

***Motion carried.***

S/Flood received a request from Serevan Restaurant that an additional light be placed on Route 44, at the driveway. After speaking with NYSEG the supervisor simply needs to send a request letter to NYSEG. S/Flood also spoke to NYSEG about adding a light to Wassaic Park. S/Flood will find out the cost of the pole.

On Saturday, April 6<sup>th</sup> the board will meet at Fountain Square to discuss the location for the tree plantings.

S/Flood is working on a resolution for the next meeting for the new highway lines.

**Resolutions**

S/Flood read aloud the following resolutions:

C/Doyle motioned, seconded by C/Perotti

***Motion to execute Resolution # 11- Transfer of Funds***

The motion was duly put to a vote which resulted as follows:

Supervisor Flood	voting Aye
Councilwoman Perotti	voting Aye
Councilwoman Doyle	voting Aye
Councilwoman Riemer	voting Aye

***Motion carried.***

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S/Flood motioned, seconded by C/Doyle

***Motion to execute Resolution # 12- Constables Special Duties- Flood Auction and Easter Egg Hunt***

The motion was duly put to a vote which resulted as follows:

Supervisor Flood	voting Aye
Councilwoman Perotti	voting Aye
Councilwoman Doyle	voting Aye
Councilwoman Riemer	voting Aye

***Motion carried.***

S/Flood motioned, seconded by C/Doyle

***Motion to execute Resolution # 13- Constables Special Duties- Amenia Music Hall Concert Benefit***

The motion was duly put to a vote which resulted as follows:

Supervisor Flood	voting Aye
Councilwoman Perotti	voting Aye
Councilwoman Doyle	voting Aye
Councilwoman Riemer	voting Aye

***Motion carried.***

C/Doyle motioned, seconded by C/Perotti

***Motion to execute Resolution # 14- Lease Agreement with Peter Cascone Productions, Inc.***

The motion was duly put to a vote which resulted as follows:

Supervisor Flood	voting Aye
Councilwoman Perotti	voting Aye
Councilwoman Doyle	voting Aye
Councilwoman Riemer	voting Aye

***Motion carried.***

C/Doyle motioned, seconded by C/Perotti

***Motion to execute Resolution # 15- Authorizing Disposal of Obsolete Equipment with No Market Value***

The motion was duly put to a vote which resulted as follows:

Supervisor Flood	voting Aye
Councilwoman Perotti	voting Aye
Councilwoman Doyle	voting Aye
Councilwoman Riemer	voting Aye

***Motion carried.***

**Supervisor Comments:**

No Comments

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**Town Board Comments:**

C/Perotti reminded all are invited to attend the upcoming Easter Egg Hunt and the the First Annual Music Event.

C/Doyle announced that she and S/Flood attended a breakfast discussing open space.

C/Doyle motioned, seconded by S/Flood

*Motion to enter into executive session to discuss personnel issues at 9:58pm*

The motion was duly put to a vote which resulted as follows:

Supervisor Flood	voting Aye
Councilwoman Perotti	voting Aye
Councilwoman Doyle	voting Aye
Councilwoman Riemer	voting Aye

*Motion carried.*

The Clerk was excused from the executive session and C/Doyle will provide to the clerk any motions that were voted upon.

The following motions were provided to the Clerk:

C/Doyle motioned, seconded by C/Riemer

Motion to close executive session

All in Favor

C/Perotti motioned, seconded by C/Doyle

Motion to return to regular meeting

All in Favor

C/Perotti motioned, seconded by S/Flood

Motion to schedule a Special Town Board Meeting at 5:00pm at the town hall

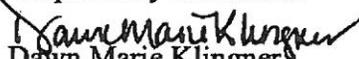
All in Favor

S/Flood motioned, seconded by C/Riemer

Motion to adjourn to pay claims

All in Favor

Respectfully submitted:

  
Dawn Marie Klingner

Town Clerk

The foregoing represents unapproved minutes of the Town of Amenia Town Board from a meeting held on Mar 28, 2013 and are not to be construed as the final official minutes until so approved.

\_\_\_6/13/13\_\_\_ Approved as read on

\_\_\_\_\_ Approved with: deletions, corrections, and additions