TOWN OF STANFORD TOWN BOARD   
MINUTES of MAY 11th, 2023

The Town of Stanford Town Board met for their monthly meeting on Thursday, May 11th, 2023, at the Town Hall. Supervisor Burton called the meeting to order at 7:00 PM with the Pledge of Allegiance led by Buddy Weber.   
 This meeting was dedicated in honor of Robert Cadwallader, a former Town Board member, who recently passed away at the age of 92. Supervisor Burton said that she had sadly never met him but knew that he was very beloved, was also the recipient of the first successful heart transplant in the 60’s and designed and built his own home here in Stanford. She then introduced his son, Jeff Cadwallader, who drove down from Vermont, to speak lovingly of his father: built his own home here as well as a cabin in the Adirondacks, had over 100 patents to his name including designing the circuitry for the Apollo 13 mission, he doubled the speed of computers while with IBM and was interviewed by NBC newscasters. He also read a lovely note from his wife’s Judy daughter, Samantha. Mr. Cadwallader added that they would be having a “birthday party” for his father in August, as well as one in Vermont.

Roll call: Wendy Burton – present

Anne Arent - present

Margaret Fallon – present

Nathan Lavertue – absent

Corey Clanahan - present

Also in attendance was Town Attorney Robert Butts.

LIAISON REPORTS:

Corey Clanahan reported from the Planning Board that they had approved an addition to a barn for an apartment and an adjusted lot line alteration.

Anne Arent stated that the Fire Dept. had the bulk of their meeting concerning the Ambulance District, which would be covered this evening at this Board meeting.

Margaret Fallon spoke of the CAC’s two recent events: the town-wide roadside clean-up where 40 miles of roads were covered resulting in 48 bags of garbage , and thanked Roosters and other organizations that helped sponsor the event; and a “Walk with the Pros” at the Rec. You can follow the CAC on their Instagram posts as well. Supervisor Burton asked if the CAC had done anything on the “Gary Lovett” (Stanford Wildlife Preserve) park sign, with Ms. Fallon stating that she will check into that.

SUPERVISOR’S REPORTS: The Board members have received two payroll verification reports, the May bank reconciliation and Supervisor’s report.

The revised Comprehensive Plan along with the Board’s changes has been posted on the website and hard copies will be available shortly.

The Climate Smart Task Force had their first in-person meeting and were looking at their “scorecard” for a Bronze certification for the Town. They were also looking into having a class on composting, and the Town had already invested in LED lighting in the Stanfordville/Bangall Light District as well as getting new Town Hall front doors for energy efficiency.

From the ZBA, Ms. Burton reported that variances for special use permits on Old North Anson and an accessory apartment and carport on Shelley Hill road would have public hearings on June 14. ZBA member Ben Rathjen stepped away from his seat and asked the ZBA for clarification on a letter he had received from the Code Enforcement Officer.

Town Clerk Ritamary Bell and her Deputy Doreen Brown just received word that they finished 8th in the State for the sale of DEC Habitat Stamps from hunters and fishermen.

At the County level, the DC Mayors and Supervisors had a zoom call with Co. Executive O’Neill regarding NYC Mayor Adams sending asylum seekers to other counties to the north of the City and protestors were gathering in many places.

The Governor’s mandate for increased housing units throughout New York State’s towns had been withdrawn with much lobbying against her proposal as the loss of “home rule.”

The Highway Dept. had been cutting shoulders on many of our town roads, including Layton Road.

The Burdick Park Committee was working on their Master Plan but had recently lost one member. If anyone was interested in joining this group, please let her know.

With the Supervisor’s interest in getting a veterans’ outreach program started, she had received information from Sandra Bilski regarding the “Honor Flight” and would love to get Stanford involved in this.

Town Board Minutes

5/11/23, page 2

PRIVILEGE OF THE FLOOR: Jack Evans, 2248 Bulls Head Road – spoke of the June 3rd Veterans Event at the Rec. Park with a band, but town-wide participation was needed as well as donations for MHA and Vet2Vet programs.

Jim King, 176 Charwill Drive – following up on a complaint that was started two years ago at the 158 Charwill Drive construction operation. He had complained to the Building Inspector and the Supervisor and then that person was appointed to the ZBA, not only political but set bad precedent, and asked for a formal ‘cease and desist’ order. The area is zoned Rural Residential, and this is not a small operation but a full-blown construction site 6 days a week. Mr. King added that the Building Dept. had made a mistake and was covering it up as a “contractor yard,” for which there is no provision in that RR zone without a special permit. Handed out copies to the Board of all of the zoning law violations this person had committed. Asked the Town Board to issue a ‘cease and desist’ order, adding that this was lowering the neighbors’ property values.

MOTION TO APPROVE AGENDA: A motion was made by Wendy Burton to approve the following additions to the agenda: A. appoint Lou Casciano as Emergency Management Office chair; B. set up public hearing dates for the Ambulance District; C. culvert pipe emergency on Hicks Hill Road; and D. the County’s Mobile Health Unit here on Community Day in Sept. The motion was seconded by Margaret Fallon. Motion carried with all present voting in favor.

NEW BUSINESS:

1. COUNTY VETERANS SERVICE OFFICER: Service Officer Kevin Hathorne spoke of the County’s Veterans Services located at Rt. 44 in Pleasant Valley. He spoke of his military background and of all the services that this County service offers: claims assistance and referrals, the PACT Act, burial benefits, the “Favor” discount program among others, and asked that the Town spreads the word about the programs for veterans.

2. STANFORD FIRE DISTRICT COMMISSIONER: AMBULANCE DISTRICT: Fire Commissioner Dennis Buchal spoke of the need for volunteers in the Fire District and since their company has so few now, a 24/7 basic life support ambulance service is needed. The Fire District can’t contract for this service any longer but had done a six-month contract that ends May 31st and will do one more from June 1st to Dec. 31st. The Town now is willing to take over the billing by setting up an Ambulance District for taxation purposes which will lower the Fire District’s budget by two-thirds and won’t have to go over the 2% tax cap, since the Town, with a larger budget, can also stay under the 2%.

3. START PROCEDURE FOR AMBULANCE DISTRICT: The following Report, Plan and Map were given to the Town Clerk for filing as follows:

**Report and plan for the establishment of an ambulance district, Town of Stanford, Dutchess County**

Reason for District  
 The Town of Stanford Dutchess County (hereinafter the “Town”) is presently provided emergency ambulance services by a not-for-profit ambulance service. The Town seeks to raise funds through an ambulance district, in order to provide sufficient contractual funds to ensure continued ambulance staffing sufficient to serve the Town.

Plan and Report

The Town of Stanford, Dutchess County, will arrange for and/or contract for ambulance services with a local not-for-profit ambulance service. Tax funds will be raised in order to afford such arrangements. Although the amount to be raised by taxes is not yet known, the maximum amount projected to be raised by taxes, though not in the foreseeable future, would be $800,000. The Town is not guaranteeing to raise this amount, however, but is using this simply as a highest projection for the near-term future, so as to provide the voters with the most information.

The Town has a total assessment of $956,595,014 for 2023 at an equalization rater of !00% for the entire town.

Therefore, at full assessed valuation, based on the 2023 tax rolls, the owner of a property in the Town of Stanford, valued at $100,000 would pay $83.63, being $0.8363 per thousand of total taxable assessed valuation at full market value.

Town Board Minutes

5/11/23, page 3

A map is attached hereto indication the proposed Town of Stanford Ambulance District. The territory proposed to be included in the ambulance district is the entire limits of the Town of Stanford including every parcel therein.

**ORDER OF THE TOWN BOARD OF THE TOWN OF STANFORD TO ESTABLISH AN AMBULANCE DISTRICT**

**PLEASE TAKE NOTICE:**

**WHEREAS**, a Map, Plan and Report relating to the establishment of proposed Town of Stanford Ambulance District (hereinafter the “District”) prepared in the manner and in such detail as has been determined by this Town Board, has been duly filed with the Town Clerk, in accordance with the requirements of Article 12-A of the New York Town Law (“Town Law”); and

NOW, THEREFORE BE IT ORDERED, by the Town Board of the Town of Stanford as follows:

The description of the boundaries of the proposed ambulance district shall be:

All of that portion of the Town of Stanford, Dutchess County, New York, so as to include the limits of the entire town.

The maximum estimated amount in the future years, proposed to be expended annually by the Town for such ambulance services paid for through the ambulance district raised through taxes shall be $800,000 which would impose a tax of $83.63 for the owner of a property assessed at $100,000. The Map, Plan and Report describing the proposed ambulance district is on file in the Town of Stanford town clerk’s office and is available for public inspection. The clerk of the Town of Stanford shall provide the Notice of a Public Hearing where all persons interested in the proposed ambulance district can be heard. Such Public Hearing shall be held during the meeting of the Town of Stanford Town Board on the 8th day of June 2023, at 7 p.m. in the Town of Stanford Town Hall located at 26 Town Hall Road, Stanfordville, NY 12581.

A copy of this order shall be published at least once in the official newspaper of the Town, the first publication thereof to be not less than ten (10) nor more than twenty (20) days before the day set therein for the hearing as aforesaid, and shall also cause a copy of this order to be posted on the sign-board of the Town of Stanford maintained pursuant to Subdivision Six of Section Thirty of the New York State Town Law, not less than ten (10) nor more than twenty (20) days prior to the date of the Public Hearing.

This Order shall be entered in the minutes of the proceedings of the Town Board during the meeting held on May 11th, 2023.

This constitutes the Order of the Town Board of the Town of Stanford, Dutchess County.

Motion made by Margaret Fallon, seconded by Wendy Burton. Roll call vote: Wendy Burton – yes; Margaret Fallon – yes; Anne Arent – yes; Nathan Lavertue – absent; Corey Clanahan – yes. Motion carried with all present voting in favor.

4. 9/11 FLAGS: Supervisor Burton made a motion to welcome the Fire Company’s request to display the flags on the Town Hall Memorial Park hill once again in September. They will start in late August. The motion was seconded by Corey Clanahan, with all present voting in favor.

5. RESCIND RESOLUTION #4C FROM APRIL – REC. SHEDS: A motion was made by Wendy Burton, seconded by Anne Arent, to rescind the April #4C resolution to pay for the two Rec. sheds as the invoiced amount was different from the originally proposed amount. Rec. Director Lauren Osterman had a few windows removed from the original shed plans. Motion carried with all present voting in favor.

6. RESOLUTION #5A OF 2023 – CORRECT AMOUNT FOR REC. SHEDS: A motion was made by Wendy Burton, seconded by Anne Arent:

**RESOLUTION #5A OF 2023**

**TO TRANSFER FUNDS FROM AMERICAN RESCUE FUNDS ACCOUNT NY CLASS NY 01-0010-0009 AND MOVE THE FUNDS TO THE GENERAL FUND #3900018**

**Whereas the Town Board of the Town of Stanford** has approved the purchase of an 8 x 8’ shed to replace the storage shed at the Rec Park baseball field as well as a 5 x 8’ Custom Ticket Booth to replace the old one at the Rec parking lot, and

**Whereas** the NY Class Account 01-0010-0009 American Rescue Fund Account contains funds for this purpose, and

Town Board Minutes

5/11/23, page 4

**Whereas** the Town of Stanford will transfer funds from NY Class Account 00-0010-009 American Account to the Millbrook General Fund Account 3900018.

**Now therefore be it resolved**, the Supervisor is authorized to complete the following budget modifications and transfer the funds from the American Rescue Funds Account to the General Fund.

00-510 Estimated Revenue +7,084.00

00-4089 Federal Aid ARPA

00-960 Appropriations +7,084.00

00-01-1620-40 Town Hall Contractual

00-200 Cash +7,084.00

00-209 Cash- ARPA

Roll call vote as follows: Wendy Burton - yes, Margaret Fallon - yes, Anne Arent - yes, Nathan Lavertue – absent, Corey Clanahan – yes.

Resolution #5A of 2023 adopted by the affirmative votes of the Town of Stanford Town Board members and certified this 11th day of May 2023. *Ritamary Bell, Town Clerk*

7. RESOLUTION #5B OF 2023-TO TRANSFER FUNDS FROM THE NY CLASS ACCOUNT TO THE GENERAL FUND FOR THE POLE BARN: The following resolution was offered by Supervisor Wendy Burton, seconded by Corey Clanahan:

**RESOLUTION #5B OF 2023**

**TO TRANSFER FUNDS FROM building RESERVE ACCOUNT NY CLASS NY 01-0010-0006 AND MOVE THE FUNDS TO THE GENERAL FUND #3900018**

**Whereas the Town Board of the Town of Stanford** has approved the purchase pole barn including setup and delivery for a total of $118,599.

**Whereas** the NY Class Account 01-0010-0006 Building Reserve Account contains funds for this purpose, and

**Whereas** the Town of Stanford will transfer funds from NY Class Account 00-0010-006 Building Reserve Account to the Millbrook General Fund Account 3900018.

**Now therefore be it resolved**, the Supervisor is authorized to complete the following budget modifications and transfer the funds from the Building Reserve Account to the General Fund.

00-510 Estimated Revenue +118,599.00

00-5031 Interfund Transfers In

00-960 Appropriations +118,599.00

00-01-1620-20 Buildings Equipment

Roll call vote as follows: Wendy Burton - yes, Margaret Fallon - yes, Anne Arent - yes, Nathan Lavertue – absent, Corey Clanahan – yes.

Resolution #5B of 2023 adopted by the affirmative votes of the Town of Stanford Town Board members and certified this 11th day of May 2023. *Ritamary Bell, Town Clerk*8. RESOLUTION #5C OF 2023 – TO PAY FOR THE RECREATION PARK’S NEW PICNIC TABLES FROM ARPA FUNDS: The following resolution was offered by Anne Arent, seconded by Corey Clanahan:

**RESOLUTION #5c OF 2023**

**TO TRANSFER FUNDS FROM AMERICAN RESCUE FUNDS ACCOUNT NY CLASS NY 01-0010-0009 AND MOVE THE FUNDS TO THE GENERAL FUND #3900018**

**Whereas the Town Board of the Town of Stanford** has approved the purchase fifteen picnic tables from Kirby Built for the recreation park

**Whereas** the NY Class Account 01-0010-0009 American Rescue Fund Account contains funds for this purpose, and

**Whereas** the Town of Stanford will transfer funds from NY Class Account 00-0010-009 American Account to the Millbrook General Fund Account 3900018.

**Now therefore be it resolved**, the Supervisor is authorized to complete the following budget modifications and transfer the funds from the American Rescue Funds Account to the General Fund.

00-510 Estimated Revenue +17,952.14

00-4089 Federal Aid ARPA

Town Board Minutes

5/11/23, page 5

00-960 Appropriations +17,952.14

00-06-7310-20 Youth Programs Equipment

00-200 Cash +17,952.14

00-209 Cash- ARPA

Roll call vote as follows: Wendy Burton - yes, Margaret Fallon - yes, Anne Arent - yes, Nathan Lavertue – absent, Corey Clanahan – yes.

Resolution #5C of 2023 adopted by the affirmative votes of the Town of Stanford Town Board members and certified this 11th day of May 2023. *Ritamary Bell, Town Clerk*

9. MOTION TO PROCLAIM THE 1ST WEEK IN MAY AS “MUNICIPAL CLERKS WEEK”:

As the first week in May is the 54th annual professional Municipal Clerks Weeks, the following proclamation was read by Councilwoman Margaret Fallon, seconded by Corey Clanahan:

Whereas, Municipal Clerks throughout the United States, Canada and other countries will celebrate the 54th Annual Professional Municipal Clerks Week during the first full week of May, and

Whereas, in 1984 and in 1994, Presidents Ronald Reagan and Bill Clinton, respectively, signed a Proclamation officially declaring Professional Municipal Clerks Week the first full week of May and recognizing the essential role Municipal Clerks play in local government, and

Whereas, although it is one of the oldest positions in local government, few people realize the vital services Municipal and Deputy Clerks perform for their community. Primarily, they act as the cornerstone of their council. Many serve as financial officers or treasurers and, in some municipalities, they also serve as the tax collectors.

TYPICAL RESPONSIBILITIES OF THE MUNICIPAL CLERK AND DEPUTY CLERK:

•Maintains the official council minutes, ordinance books and all records and documents.

•Indexes all official actions of council.

•Issues licenses and permits.

•Processes contracts and agreements.

•Keepers of community history and vital records.

•Receives, distributes and files correspondence from citizens and other governmental agencies.

•Assists with elections, registration and voting.

•Acts as a key liaison between local government and its citizens.

•Handles significant financial responsibilities including preparation of tax rolls, special assessments and budgets.

•Provides central services such as personnel, purchasing, etc.

NOW THEREFORE BE IT RESOLVED that the first full week of May each year be proclaimed as Municipal Clerks’ Week in the Town of Stanford.

Roll call vote as follows: Wendy Burton - yes, Margaret Fallon - yes, Anne Arent - yes, Nathan Lavertue – absent, Corey Clanahan – yes. Town Clerk Bell thanked the Board for this recognition.

*(additional agenda items)*

9A. APPOINT LOU CASCIANO AS CHAIRMAN OF THE OFFICE OF EMERGENCY MANAGEMENT: A motion was made by Wendy Burton, seconded by Anne Arent, to appoint Office of Emergency Management member Lou Casciano as the chairman. Motion carried with all present voting in favor.

9B. SET PUBLIC HEARING DATE FOR AMBULANCE DISTRICT: This matter was already addressed in the discussion above of the Ambulance District.

9C. EMERGENCY PURCHASE AND INSTALLATION OF A CULVERT PIPE ON HICKS LANE: Supervisor Burton stated that the Highway Department would be doing emergency culvert work on Hicks Lane and Bulls Head that could cost up to $100,000 and could be covered by CHIPS funding.

9D. D. C. MOBILE HEALTH UNIT: Assemblywoman Didi Barrett had been instrumental in getting a mobile health unit for the County and Ms. Burton attended her ribbon cutting for this project. She added that this County Mobile Health Unit will be at Community Day in September and will provide many health-related services to the residents at no charge.

10. APPROVAL OF MINUTES: The Minutes of the April 13th, 2023, meeting was approved as written on a motion made by Wendy Burton, seconded by Margaret Fallon, Motion carried with all present voting in favor.

Town Board Minutes

5/11/23, page 6

18. APPROVAL OF MAY ABSTRACT #5 OF 2023: A motion was made by Wendy Burton, seconded by Anne Arent to approve the May Abstract of Claims as follows:

General Fund: check #s 7056 – 7104 in the amount of $142,824.81

Highway Fund: check #s 4314 – 4326 in the amount of $29,631.36  
 Bangall Lights: check #3059 in the amount of $921.22

Escrow: check #s 1036-1037 in the amount of $1,505.74

Total of May Abstract #5: $174,883.18

Motion carried with all present voting in favor.

19. PRIVILEGE OF THE FLOOR:

Stacey Adams, 69 Millis Road – reminder that since all had received their new assessment notices, Grievance Day is Tuesday, May 23rd, 1 – 3 PM and 7 – 9 PM. There is information on the website on how to grieve your assessment as well as on old Town Board video from May 2022 where she explained the process.

Jim King, 176 Charwill Drive – asked the Board members if they had visited the site that he had spoken about two months ago. Ms. Burton, Ms. Arent and Mr. Clanahan had been there. Mr. King asked Attorney Butts if he had looked into the legality of this “contractor yard” and researched the matter with the Town Board. He reiterated that this contractor yard was not allowed in the Rural Residential zoned area and insisted that this was a major manufacturing/construction activity.

Chris Drago, 1212 Hunns Lake Road – thanked the Town Board and the Fire Company for thinking about helping our emergency service issues and hoped that the County would help out as well, as they spent $25 million dollars to renovate to the Renegades’ ballpark. Stated that he was running for the County Legislature seat in District #19 and was hoping that all would get out and participate in the June Primary and the November General Election.

At 8:26 PM a motion was made by Margaret Fallon, seconded by Anne Arent, to go into an Executive Session regarding litigation. Motion carried with all present voting in favor.

On a motion made by Wendy Burton, seconded by Margaret Fallon, a motion was made to close the Executive Session at 9:11 PM. Motion carried with all present voting in favor.

A motion was made by Wendy Burton, seconded by Anne Arent, to have Town Attorney Butts research the correspondence received at this meeting. Motion carried with all present voting in favor.

With no further business to attend to, Margaret Fallon made a motion to adjourn the meeting at 9:12 PM, seconded by Corey Clanahan. Motion carried with all present voting in favor.

Respectfully submitted,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Ritamary Bell, Town Clerk