TOWN OF STANFORD TOWN BOARD   
MINUTES of DECEMBER 14th, 2023

The Town of Stanford Town Board met for their monthly meeting on Thursday, December 14th, 2023, at the Town Hall. Supervisor Burton called the meeting to order at 7:00 PM with the Pledge of Allegiance.   
 Supervisor Burton wanted this meeting dedicated to outgoing Board members Corey Clanahan and Margaret Fallon. She added that Corey was on the Board too short of a time and was hoping that once his children were older that he would run for office. During the logging issue on Hobbs Lane, Corey was so articulate and passionate when he spoke of this neighborhood issue. He was a wonderful addition to the Board and had the best sense of humor. Councilman Clanahan thanked her for this learning experience and thanked everyone, stating that he loves this town, and it was an honor and privilege to serve on the Board. Supervisor Burton said that she can’t envision working without Councilwoman Fallon, that she was grace under pressure as well as smart, articulate and quietly passionate. Her service to the community has been invaluable and her counsel, support and wisdom will be missed. Ms. Fallon replied that she thanked all who worked or volunteered for the Town, the Rec., the Town Clerk, Jane, the Highway and it has been an honor.

Roll call: Wendy Burton – present

Anne Arent - absent

Margaret Fallon – present

Nathan Lavertue – present

Corey Clanahan - present

Also in attendance was Town Attorney Robert Butts.

MOTION TO APPROVE AGENDA: A motion was made by Wendy Burton, seconded by Corey Clanahan, to approve the agenda, with the Supervisor adding that agenda items will be moved around as Councilman Lavertue has to leave early. Motion carried with all present voting in favor.

LIAISON REPORTS: Corey Clanahan reported from the November Planning Board meeting: Ms. Balone’s care home application for a 1 bed facility was granted a special use permit but there will be a public hearing in January, and there was an update on the Martin subdivision with an HOA being drawn up but they may need some waivers before being approved. Joh Hughes’ transfer of one small lot to his larger lot was also on the agenda.

Nathan Lavertue said that the Rec. Commission did not have a December meeting.

Margaret Fallon stated that the CAC ‘s November meeting had a full house as they discussed their Natural Resources Inventory project and were looking for volunteers to assist them as photographers and proofreaders. If someone is interested, please contact the CAC through their email or on Instagram.

Wendy Burton reported from the Zoning Board meeting of the previous evening: there will be two variance public hearings next month, one for a detached garage for Charles Blue on Stissing and one for Josh Lachter on N. Anson for a home addition.

Supervisor Burton stated that the Town’s budget lines will have some adjustments made tonight but we are sound financially with some revenue coming in over projections. Sales tax saw a large increase in the 3rd quarter as well as the Transfer Station, but costs have increased there. The biggest under-achiever was the Mortgage tax, but this shortfall can be covered by other areas. For those who do not know, the County’s sales tax will be increasing ¼% to $.08375 and the County Legislature voted to increase their salaries plus several other several County positions. There will be a report later from Carl Merritt about the measures we have taken to reduce speeding, adding that Mr. Merritt had been much more successful contacting the Troopers and the Sheriff than my office had been. She has submitted two payroll verifications, a Supervisor’s monthly report and the November bank reconciliation to the Board, adding that she was still one penny off on the payroll account. Regarding the Comprehensive Plan, videos and meetings and minutes are posted and the draft document shows “dots” that are a priority and “x’s” that refer to changes.

PRIVILEGE OF THE FLOOR:

Greg Starzyk, 83 Hicks Lane – as a Republican Committee member wanted to congratulate the recent election winners but asked the Board if they would consider offering any vacant elected office to one of the other candidates who ran in this close election, Joseph Colclough and Adrienne Zetterberg, and submitted a petition with signatures.

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Henry Boehringer, 38 Thompson Lane – stated that the Comprehensive Plan process was flawed as there were no complete minutes from all of the workshops, only since July. If you pass it, the future zoning committee may need the right guidance from your deliberations.

Kathy Zeyher, 158 Shelley Hill Road – as ZBA chair, but speaking personally, the County should review the changes made to the RC zone, as any property use change by the Zoning Board or the Planning Board on a County road must go to the County for review, and asked why it is not being sent.

Ben Rathjen, 158 Charwill – a couple of months ago noticed children in the parking lot in the late morning and didn’t know that the Nursery School was in the Town Hall. Had looked in the zoning code and a nursery school is a prohibited use and asked why this lease was allowed. Attorney Butts replied that they have a licensing agreement, not a lease and it is only a temporary situation since they lost their prior location and are looking for another site. The Town Board accommodated them, so they didn’t have to close.

PUBLIC HEARING: PROPOSED LOCAL LAW #6 OF 2023

AUTHORIZING THE TOWN BOARD TO AWARD PUBLIC CONTRACTS BASED ON “BEST VALUE”

Supervisor Burton made a motion to close the regular meeting and enter into the scheduled Public Hearing on the proposed Local Law #6 to receive public contracts based on the “best Value.” The motion was seconded by Nathan Lavertue, and all voted in favor.

With no public comments made, Wendy Burton made a motion to close the public hearing and go back into the regular meeting, seconded by Nathan Lavertue. Motion carried with all present voting in favor.

NEW BUSINESS:

*(Agenda items out of sequence as Councilman Lavertue had to leave early)*

13. INTRODUCE MINOR CHANGES TO THE COMPREHENSIVE PLAN: A motion was made by Wendy Burton, seconded by Nathan Lavertue, to change the following parts of the Comprehensive Plan document from comments made at the Dec. 7th Public Hearing: Final Amendments to the 2023 Comprehensive Plan: A) Pg. 13, Objective 1.1 Add the language ensure that farms will not be adversely impacted. B) Pg. 67, Focus new residential growth within the Stanfordville hamlet and where appropriate within the Bangall hamlet as well as along Route 82 and other road frontage property. C) Pg. 106, Scenic viewsheds - Change language to say “Consider creating” a scenic view shed map With these changes noted, the motion carried with all present voting in favor. Another motion was made by Wendy Burton as follows: “Motion to change the language in the Proposed Comprehensive Plan to include the following language :Extend the current Rural Center (RC) Zone in the following manner: east and west along NY Route 82 from Gristmill Lane to Cold Spring Road, north and south of NY Route 19 from NY Route 82 to Grist Mill Lane, east and west along Millis Lane from Hunns Lake Road to NY Route 82, north and south along Hunns Lake Road for 0.6 miles from the intersection of NY Route 82, and the eastern portion of Duell Road from Bangall Amenia Road to the existing western edge of the RC Zone, allowing for more opportunities for businesses, including those that have larger space requirements".  Nathan Lavertue emphatically seconded the motion, with all present voting in favor. Motion carried. Brief discission about the final map.

14. ADOPT MODIFIED COMPREHENSIVE PLAN: Attorney Butts went through the SEQR Part B which was previously adopted by the Board and sent to County Planning and then Part 2 of the EAF of SEQR as it is policy, not a construction project and actually continues from the existing Master Plan document and was marked all “no.” Part 3, the Narrative” was read. Supervisor Burton then made a motion to adopt Resolution #12G, read by Councilwoman Fallon, as follows: **RESOLUTION #12 G OF 2023**

**Intent to Declare Lead Agency and Determination of Non-significance in accordance with the State Environmental Quality Review Act (SEQRA)**

**Adoption of Comprehensive Plan of the Town of Stanford**

**Type I Action**

At a meeting of the Town Board of the Town of Stanford (“Town Board”), held at the Town of Stanford Town Hall on the 14th day of December 2023, at 7:00 p.m., Town Supervisor Wendy Burton called the meeting to order, and she, seconded by Councilwoman Margaret Fallon, moved the following resolution.

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WHEREAS, the Town of Stanford Town Board (“Town Board”) has determined it is in the best interest of the Town to engage in the process of revising the Town Comprehensive Plan (the “Project”); and,

WHEREAS, the action of revising the Town Comprehensive Plan is a Type I Action under the State Environmental Quality Review Act (“SEQRA”); and,

WHEREAS, the Full Environmental Assessment Form (EAF) has been completed by the Town Board; and now,

THEREFORE, BE IT RESOLVED:

As previously determined by Resolution of the Town Board, the Town Board shall act as lead agency for the environmental review of the Project.

The Town Board finds that the Project will not have a significant adverse impact on the environment for reasons stated in Part 3 of the FEAF and the attached determination of non-significance.

The Town Supervisor is hereby authorized and directed to sign Part 3 of the FEAF indicating thereon that an Environmental Impact Statement will not be prepared and that a Negative Declaration is issued.

This resolution shall take effect immediately.

The foregoing resolution was voted upon with all Town Board members voting as follows: Wendy Burton, Supervisor – yes; Anne Arent, Councilperson – absent; Margaret Fallon, Councilperson – yes; Nathan Lavertue, Councilperson – yes; Corey Clanahan, Councilperson – yes.

Dated: December 14, 2023

Stanfordville, New York

I certify that the above resolution adopted by the Town of Stanford Town Board on December 14, 2023, is a true and correct transcript of the original now on file in this office.

*Ritamary Bell*, Town of Stanford Town Clerk

Attorney Butts went through the following Determination of Non-Significance

**State Environmental Quality Review (SEQR)  
NEGATIVE DECLARATION**

**NOTICE OF DETERMINATION OF NON-SIGNIFICANCE**

This notice is issued pursuant to part 617 of the implementing regulations pertaining to Article 8 of the Environmental Conservation Law (SEQR).

The Town of Stanford Town Board, as lead agency, has determined that the proposed action described below **will not** have a significant adverse effect on the environment and that an Environmental Impact Statement will not be prepared.

**DATE: December 14, 2023**

**NAME OF ACTION: Adoption of Town of Stanford Comprehensive Plan**

**LOCATION: Town of Stanford**

**Dutchess County**

**SEQR STATUS: Type I Action**

**LEAD AGENCY: Town of Stanford Town Board**

**CONTACT PERSON: Wendy Burton, Town Supervisor, Town of Stanford**

**DESCRIPTION OF ACTION:** Review, revision and adoption of the Comprehensive Plan of the Town of Stanford.

**REASONS SUPPORTING THIS DETERMINATION:**

The Town Board has reviewed the Full Environmental Assessment Form (FEAF) and the criteria contained in 6 NYCRR §617.7 and has determined that the Action will not have a significant impact on the environment for the following reasons:

A. As required by §617.7(a)(2), the Town Board has determined that an Environmental Impact Statement is not required because any identified adverse impacts on the environment will not be significant.

B. As required by §617.7(b), the Town Board has:

1. Considered the action as defined in subdivisions 617.2(b) and 617.3(g).
2. Reviewed the FEAF, the criteria identified in 617.7(c) and other supporting informationto identify relevant areas of environmental concern.
3. Analyzed the identified relevant areas of environmental concern to determine whether the action will have a significant adverse impact.
4. Set forth herein its written Finding of No Significant Environmental Impact.

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C. The Town Board has compared the impacts reasonably expected to result from the proposed action to the criteria listed in 617.7(c)(1) as indicators of significant adverse impacts:

1. Air quality, ground or surface water quality or quantity, traffic or noise levels, solid waste production, erosion potential, flooding, leaching or drainage problems;
2. Removal or destruction of large quantities of vegetation or fauna, interference with migration fish or wildlife, impacts to special habitats, impacts to threatened or endangered species, or any other impacts to natural resources;
3. Impairment of Critical Environmental Areas;
4. Conflicts with currently adopted community plans and goals;
5. Impairment of important historical, archeological, or aesthetic resources or community character;
6. Major change in use or type of energy;
7. Creation of a human health hazard;
8. Substantial change in use or intensity of use of land including agricultural land, open space or recreational resources;
9. Encouraging a population increase;
10. Creation of a material demand for other actions resulting in above consequences;
11. Changes in two or more elements of the environment that combined have a substantial adverse impact on the environment;
12. Two or more related actions undertaken, funded or approved by an agency that combined have a significant effect on the environment.

D. 617.7(c)(2) – For the purpose of determining significant adverse impacts on the environment of those factors listed above, the long-term, short-term, direct, indirect and cumulative impacts, including simultaneous or subsequent actions, to the extent reasonable, as included in any long-range plan for the action, any action that is a result of the reviewed action or is dependent on the action were reviewed.

E. 617.7(c)(3) – The significance of any likely consequences was assessed in connection with the setting of the action, the likelihood of occurrence, duration, irreversibility, geographic scope, magnitude and the number of people affected as a consequence of the action.

The following Resolution #12H, was read by Councilman Nathan Lavertue:

**RESOLUTION #12H OF 2023 Adopting the Update to the Comprehensive Plan of the Town of Stanford**

At a meeting of the Town Board of the Town of Stanford (“Town Board”), held at the Town of Stanford Town Hall on the 14th day of December 2023, at 7:00 p.m., Town Supervisor Wendy Burton called the meeting to order, and she, seconded by Councilperson Margaret Fallon, moved the following resolution.

WHEREAS, the Town of Stanford Town Board (“Town Board”) identified a need to review and update its existing 1980 Master Plan to properly plan growth and development in the Town of Stanford; and

WHEREAS, prior committees appointed by the Town Board, dating back to 2010, had prepared a Draft Comprehensive (Master) Plan, solicited public comments on the Draft Plan, and began consideration of how to revise the Draft Comprehensive Plan to incorporate public comments; and

WHEREAS, on July 9, 2020, the Town Board assigned the tasks of reviewing the previous work and completing the revision of the Draft Comprehensive Plan to the Town of Stanford Comprehensive Plan Review Committee (“Comprehensive Plan Review Committee”) whose members were chosen by the Town Board; and

WHEREAS, the Comprehensive Plan Review Committee began meeting on July 28, 2020, and thereafter engaged in the process of gathering and reviewing documents relevant to the revision of the Draft Comprehensive Plan; and

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WHEREAS, the Comprehensive Plan Review Committee engaged AKRF, Inc. as the consultant to provide the necessary planning and consulting advice and assistance in revising and updating the Comprehensive Plan; and

WHEREAS, the Comprehensive Plan Review Committee prepared a Revised Draft Comprehensive Plan (“Draft Comprehensive Plan”) after soliciting input from the community by conducting several public meetings, receiving informal comments from the Dutchess County Department of Planning and Development, and conducting a public hearing on June 30, 2021, pursuant to the requirements of New York State Town Law (“Town Law”) §272-a; and

WHEREAS, the Revised Draft Comprehensive Plan was made available to the public on the Town of Stanford website, at the Town library and in the Town Clerk’s office; and {00271581 2 }

WHEREAS, by Resolution adopted at its meeting on September 30, 2021, the Comprehensive Plan Review Committee referred the Draft Comprehensive Plan to the Town Board and recommended its adoption as the Town of Stanford Comprehensive Plan; and

WHEREAS, by Resolution adopted at its regular meeting on October 13, 2021, the Town Board determined the action of adopting the Comprehensive Plan is a Type I Action under the New York State Environmental Quality Review Act (“SEQR”), declared itself Lead Agency under SEQR, accepted Part 1 of the Full Environmental Assessment Form (“EAF”), and authorized the referral of the Draft Comprehensive Plan, along with Part 1 of the EAF, to the Dutchess County Department of Planning and Development pursuant to New York General Municipal Law Section 239-m; and

WHEREAS, a public hearing on the Draft Comprehensive Plan was duly scheduled and was held before the Town Board on January 10, 2022; and WHEREAS, following such public hearing, the Town Board conducted numerous workshop meetings to discuss and revise the Draft Comprehensive Plan in response to comments made by the public; and WHEREAS, the proposed Comprehensive Plan together with the Full EAF Part 1 was duly forwarded to the Dutchess County Department of Planning and Development pursuant to New York General Municipal Law Section 239-m; and

WHEREAS, on July 21, 2023, the Department delivered its response to such Section 239-m referral of “Local concern with comments,” many of which comments were incorporated into the Comprehensive Plan; and

WHEREAS, the Town Board held additional public hearings on revisions of the Comprehensive Plan on July 31, 2023, and December 7, 2023; and

WHEREAS, the adoption of the Comprehensive Plan will not require permits and approvals from any local, regional or State agencies, other than the Town Board, and therefore a coordinated SEQRA review with any other agencies was not required; and

WHEREAS, the Town Board has thoroughly reviewed and considered the final version of the Comprehensive Plan and all the Appendices attached thereto a copy of which is annexed hereto; and

WHEREAS, the Town Board conducted its SEQRA review by ratifying and confirming Part 1 of the EAF, reviewing and completing Part 2 and adopting Part 3 of the EAF, which included a narrative articulating the reasons supporting the Town Board's SEQRA determination; {00271581 2 } NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF STANFORD, DUTCHESS COUNTY, NEW YORK AS FOLLOWS: 1. That the adoption of the Comprehensive Plan will result in no significant adverse impacts on the environment and, therefore, that an Environmental Impact Statement need not be prepared and a Negative Declaration therefore be issued as fully articulated in the EAF and by Separate Resolution; and 2. That the Town Clerk shall publish notice of the Negative Declaration in the New York State Department of Environmental Conservation Environmental Notice Bulletin as required by the SEQRA Regulations; and 3. That the final version of the Comprehensive Plan and the appendices annexed thereto and made a part thereof, including amendments and revisions as heretofore approved by this Board, a copy of which Plan is annexed hereto, is hereby adopted as the Comprehensive Plan of the Town of Stanford; 4. That the Supervisor shall cause its consultants, AKRF, Inc., to prepare digital and printed copies of such Comprehensive Plan, as so adopted by this Resolution, incorporating all prior amendments and revisions to such Plan as heretofore approved by this Board, and deliver such copies to the Town Clerk; and 5. That the Town Clerk shall file the final copy of the adopted Comprehensive Plan with her office and with the Dutchess County Department of Planning and Development, as required by §272-a of the Town Law.

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The foregoing resolution was voted upon with all Town Board members voting as follows: Wendy Burton, Supervisor – yes; Anne Arent, Councilperson – absent; Margaret Fallon, Councilperson – yes; Nathan Lavertue, Councilperson – yes; Corey Clanahan, Councilperson – yes.

Dated: December 14, 2023, Stanfordville, New York *Ritamary Bell,* Town Clerk

16. CARL MERRITT – AD HOC TRAFFIC COMMITTEE REPORT: Mr. Merritt thanked outgoing Board members Fallon and Clanahan and added his appreciation for what you’ve done and helped with the speeding issue. He gave the results of the speed trailers that showed most drivers seeing them drove well under the posted speed limits. The increased presence of both the NYS Troopers and the DC Sheriffs were not there just to write tickets but be a “presence.” Winter driving will also slow drivers down. He added that truck traffic actually looks like they are going faster but their slower speed has been proven with radar guns and speed trailers. Mr. Merritt added that the communication lines remain open and reach out to him if an issue persists. Grist Mill speed trailer was not accurate and will do again. Several members of the audience asked questions of him. He also said that if more ARPA funds were available, it would be effective to buy two more.

*(Councilman Nathan Lavertue had to leave the meeting at 8:02 PM)*

1. RESOLUTION #12A – TO ADOPT LOCAL LAW #6 OF 2023: As this Local Law authorizing the Town Board to award public contracts based on “best value” was read in its entirety at the November meeting and a public hearing was held this evening, a motion to adopt it was made by Wendy Burton, seconded by Corey Clanahan:

**RESOLUTION No. 12A of 2023**

**To Enact Local Law #6 of 2023**

**AUTHORIZING THE TOWN BOARD TO AWARD PUBLIC CONTRACTS BASED ON “BEST VALUE”**

At a meeting of the Town Board of the Town of Stanford (“Town Board”), held at the Town of Stanford Town Hall on the 14th day of December, 2023, at 7:00 p.m., Town Supervisor Wendy Burton called the meeting to order, and she, seconded by Councilmember Corye Clanahan, moved the following resolution, to enact the following local law, to be known as Local Law No. 6 of 2023, entitled “A Local Law Authorizing the Town of Stanford Town Board to Award Certain Purchase Contracts Based on ‘Best Value’”, as follows:

WHEREAS, the following Local Law was introduced as Proposed Local Law No. 6 of 2023, at a meeting of the Town Board held on November 9, 2023; and

WHEREAS, a properly noticed public hearing was held before the Town Board during the meeting on December 14th, 2023, on this Local Law; and

WHEREAS, the Town Board has determined proposed action qualifies as a Type II action under the New York State Environmental Quality Review Act, as it involves routine or continuing agency administration and management and does not include new programs or major reordering of priorities that may affect the environment, and is therefore exempt from environmental review; and

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

Section 1. Declaration of intent. Section 103(1) of the New York State General Municipal Law authorizes the Town Board to award certain purchase contracts, including contracts for service work, which are subject to competitive bidding under GML §103 on the basis of “best value” as defined in Section 163 of the New York State Finance Law or any State law superseding or amending said statute, provided the Town Board has first enacted a local law. Awarding purchase contracts, including contracts for service work, based on “best value” means the Town Board will be able to award purchase contracts, or contracts for service work, to vendors it determines will be more cost efficient over time and consider factors such as lower cost of maintenance, durability, higher quality and longer product life rather than just awarding such contracts to the lowest responsible bidder based solely on price. The Town of Stanford Town Board has determined it is in the best interest of the Town and its residents to authorize the awarding of purchase contracts, including contracts for service work, which are otherwise subject to competitive bidding under GML §103, on the basis of “best value” in addition to lowest responsible bid and now wishes to enact a local law authorizing it to do so in accordance with GML §103.

Section 2. The Town of Stanford Town Code is hereby amended to add a new Chapter 60 entitled “Best Value Procurement” to state as follows.

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“Chapter 60 Best Value Procurement

[§ 60-1 Legislative purpose.](https://ecode360.com/12907359#12907326)

New York General Municipal Law §103 provides the Town of Stanford Town Board with the authority to award purchase contracts, including contracts for service work, on the basis of “best value” provided the Town Board first enacts a local law providing such authority. The Town Board has determined that providing such authorization will give the Town Board greater flexibility to consider factors such as lower cost of maintenance, durability, higher quality and longer product life and therefore it is in the best interests of the Town to enact such a local law providing such authority.

[§ 60-2 Authority.](https://ecode360.com/12907359#12907327)

This Article is enacted pursuant to §103 of the New York General Municipal Law.

§ 60-3 Awarding Contract Based on Best Value.

The Town Board may award purchase contracts, including contracts for services, on the basis of “best value” as that term is defined in §163 of the New York State Finance Law. All awards based on best value shall require Town Board approval.

§ 60-4 Applicability.

The provisions of this Chapter apply to Town purchase contracts, including contracts for services involving an expenditure of more than $20,000, but excluding purchase contracts necessary for the completion of a public works contract pursuant to Article 8 of the New York Labor Law and any other contract that may in the future be excluded under New York State Law from the best value option. If the dollar thresholds of the New York General Municipal Law §103 are increased or decreased in the future by the New York State Legislature, the dollar thresholds set forth herein shall be deemed simultaneously amended to match the new General Municipal Law thresholds.

§ 60-5 Standards for best value.

Goods and services procured and awarded on the basis of best value are those that the Town Board determines optimize quality, cost and efficiency, among responsive and responsible bidders or offerors. The determination shall be based on an objective and quantifiable analysis of clearly described and documented criteria as they apply to the rating of bids or offers. The criteria may include, but shall not be limited to, any or all of the following: cost of maintenance; proximity to the contractors; durability; longer product life; product performance criteria; and quality of craftsmanship.

§ 60-6 Basis for determination.

Whenever any contract is awarded on the basis of best value instead of lowest responsible bidder, the basis for determining best value shall be thoroughly and accurately documented.

§ 60-7 Inconsistent provisions.

Any inconsistent provisions of the Town’s procurement policy, as adopted prior to the effective date of this Chapter by Resolution of the Town Board shall be deemed superseded by the provisions of this Article.”

Section 3. Numbering for codification. It is the intention of the Town of Stanford Town Board and it is hereby enacted that the provisions of this Local Law shall be included in the Code of the Town of Stanford; that the sections and subsections of this Local Law may be re-numbered or re-lettered by the Codifier to accomplish such intention; that the Codifier shall make no substantive changes to this Local Law; that the word “Local Law” shall be changed to “Chapter,” “Section” or other appropriate word as required for codification; and that any such rearranging of the numbering and editing shall not affect the validity of this Local Law or the provisions of the Code affected thereby.

Section 4. Severability. The invalidity of any word, section, clause, paragraph, sentence, part or provision of this Local Law shall not affect the validity of any other part of this Local Law, which can be given effect without such part or parts.

Section 5. Effective date. This local law shall take effect immediately upon filing with the New York Department of State.

The foregoing resolution was voted upon with all Board members voting as follows:

Wendy Burton, Supervisor – yes; Anne Arent, Councilperson – absent; Margaret Fallon, Councilperson – Yes; Nathan Lavertue, Councilperson – absent; Corey Clanahan, Councilperson – Yes.

Dated: December 14, 2023

Stanfordville, New York *Ritamary Bell*, Town Clerk

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2. SPARC PARK DEMOLITION PROPOSALS: Four proposal were received to do the demolition for the old SPARC Park so the new can proceed: Arold Construction, Kingston - $53,370, Hudson Valley Works, Clinton Corners - $35,560, Rathjen’s Landscaping, Clinton Corners - $24,875, and R & R Servicenter, Stanfordville - $16,000. A motion was made by Wendy Burton, seconded by Margaret Fallon, to award the demolition to the R & R Servicenter. Motion carried with all present voting in favor.

3. RESOLUTION #12B – TO AUTHORIZE THE PURCHASE OF SPARC PARK PLAYGROUND EQUIPMENT: The following resolution was read by Wendy Burton, seconded by Margaret Fallon:

**RESOLUTION No. 12B of 2023**

**Authorizing the Purchase of Playground Equipment from BCI Burke Company, LLC, Through Sourcewell**

At a meeting of the Town Board of the Town of Stanford (“Town Board”), held at the Town of Stanford Town Hall on the 14th day of December 2023, at 7:00 p.m., Town Supervisor Wendy Burton called the meeting to order, and she, seconded by Councilmember Margaret Fallon, moved the following resolution:

**WHEREAS,** Section 103(16) of the New York General Municipal Law (“GML”) authorizes municipalities to purchase apparatus, materials, equipment or supplies, or to contract for services related to the installation, maintenance or repair of apparatus, materials, equipment, and supplies, through a contract let by a political subdivision or district of another state provided such contract was let to the lowest responsible bidder or on the basis of best value in a manner consistent with Section 103 of the GML, a procedure commonly known as piggybacking; and

**WHEREAS,** Sourcewell is an agency of the state of Minnesota which awards purchasing contracts through a competitive bidding process and requires such purchasing contracts allow other municipalities to purchase under the same terms; and

**WHEREAS,** Sourcewell has contracted with BCI Burke Company, LLC, by contract dated February 15, 2021 (“Sourcewell Contract”), for the purchase of playground equipment and the terms of the contract allow other municipalities to purchase playground equipment on the same terms; and

**WHEREAS,** Sourcewell solicited sealed bids from various manufacturers of playground equipment and awarded the contract to BCI Burke Company, LLC, after determining by objective standards that BCI Burke Company, LLC, provided the best value in a manner consistent with Section 103 of the GML; and

**WHEREAS,** by Resolution duly adopted at its meeting held this December 14, 2023, the Town Board authorized the awarding of purchase contracts, including contracts for service work, based on best value; and

**WHEREAS,** the playground equipment in SPARC Park is in a state of disrepair and needs to be replaced; and

**WHEREAS,** the Town Board has determined it is in the best interest of the Town to purchase new playground equipment, including but not limited to the equipment listed on Exhibit A, for SPARC Park from BCI Burke Company, LLC, pursuant to the terms of the contract between BCI Burke Company, LLC, and Sourcewell; and

**WHEREAS**, the Town Board has determined the proposed action qualifies as a Type II action under the New York State Environmental Quality Review Act, as it involves the purchase of equipment which is not land, radioactive material, pesticides, herbicides, or other hazardous materials, and is therefore exempt from environmental review pursuant to 6 NYCRR §617.5(c)(31); and

**NOW THEREFORE, BE IT RESOLVED,** that the Town Board hereby authorizes the expenditure of $466,267.70 for the purchase of playground equipment, including but not limited to the equipment listed on Exhibit A, for SPARC Park from BCI Burke Company, LLC, pursuant to the terms of the contract between BCI Burke Company, LLC, and Sourcewell; and

**BE IT FURTHER RESOLVED** that the Town Board hereby authorizes the Town Supervisor to sign any and all documents necessary to complete the purchase of playground equipment for SPARC Park from BCI Burke Company, LLC, pursuant to the terms of the contract between BCI Burke Company, LLC, and Sourcewell.

The foregoing resolution was voted upon with all Board members voting as follows:

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Wendy Burton, Supervisor – yes; Anne Arent, Councilperson – absent; Margaret Fallon, Councilperson - yes; Nathan Lavertue, Councilperson – absent; Corey Clanahan, Councilperson- yes.

Dated: December 14, 2023, Stanfordville, New York *Ritamary Bell*, Town Clerk

Supervisor Burton added her thanks to Jane Cottrell for all the work she had done on this matter, and she added that all the funds for the equipment have already been raised through fundraising and grants, with no taxpayer money spent.

4. ACCEPT RESIGNATION OF ANNE ARENT FROM THE TOWN BOARD: A motion was made by Wendy Burton, seconded by Corey Clanahan, to accept the resignation of Town Board member Anne Arent. Motion carried with all in favor.

5. ACCEPT LETTERS OF INTEREST FOR THE TOWN BOARD VACANCY: Supervisor Burton announced that the Town Board will be accepting letters of interest and resumes for this now vacant seat on the Board and will interview any applicants and perhaps appoint in January or February.

6. ACCEPT RESIGNATION OF DOG CONTROL OFFICER RICH PRENTICE: A motion was made by Wendy Burton, seconded by Corey Clanahan, to accept Rich Prentice’s resignation as DCO. Motion carried.

7. 2024 APPOINTMENT NOTICES HAVE BEEN SENT FOR BOARD AND COMMISSION MEMBERS: Town Clerk Bell had sent notices to all Board and Commission members whose terms would be expiring at the end of 2023 to see if they wish to be reappointed.

8. 2024 TRANSFER STATION FEES: The Town Board members agreed that the fees at the Transfer Station will remain the same for ’24.

9. APPROVE TOWN BOARD MEETING SCHEDULE FOR 2024: A motion to approve the Board’s meeting schedule for ’24 was approved on the motion of Wendy Burton, seconded by Margaret Fallon. Motion carried.

10. APPROVE HOLIDAY SCHEDULE AND PAID TIME OFF FOR EMPLOYEES: A motion to approve the Holiday Schedule and paid time off for employees was approved on the motion of Wendy Burton, seconded by Corey Clanahan. Motion carried. (Copies will be distributed.)

11. RESOLUTION #12C OF 2024 – DOG LICENSE FEE INCREASE: Councilwoman Fallon read the following resolution: **Resolution #12C of 2023**

**Resolution to Amend the Town of Stanford Dog Licensing Fees**

Whereas, the Town Clerk, after reviewing the Town’s Dog Licensing Fees with other local municipalities, has requested an increase in such fees; and

Whereas, the Town of Stanford Town Board strives for fees that are appropriate and consistent with the current economic environment; and

Whereas, the Town Board of the Town of Stanford has engaged in discussions and review of said fees and finds it to be in the best interests of the Town of Stanford to make the proposed change:

$6.00 if Dog is Spayed/Neutered To $10.00 if Dog is Spayed/Neutered

$16.00 if Dog is not Spayed/Neutered To $20.00 if Dog is not Spayed/Neutered

$3.00 for Replacement Dog Tag will stay the same

Now, Therefore, be it, Resolved, that the Town Board of the Town of Stanford hereby adopts the proposed Amendment to the Town of Stanford Dog Licensing Fees as set forth herein; and be it

Further Resolved, this Resolution will take effect on January 1, 2024.

**MOTION MABE BY:** Supervisor Wendy Burton

**SECONDED BY:** Councilman Corey Clanahan

Roll call vote: Wendy Burton – yes; Margaret Fallon – yes; Nathan Lavertue – absent; Corey Clanahan – yes.

Dated this 14th day of December 2023 *Ritamary Bell*, Town Clerk

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12. RESOLUTIONS #12D AND #12E – GENERAL AND HIGHWAY BUDGET MODIFICATION RESOLUTIONS:

**RESOLUTION #12D – GENERAL FUND BUDGET MODIFICATION**

**Whereas** the Town of Stanford’s General Fund has expenditures for the adopted 2023 General Fund budget lines that will exceed the amount of fund available in these certain budget lines, and

**Whereas**, the General Fund have funds available in other lines and needs to transfer such funds to provide for expenditures,

**Now therefore be it resolved** that the Town of Stanford Town Board hereby amends and transfers from and to budget lines listed below for FY 2023:

ACCOUNT DESCRIPTION INCREASE DECREASE

00-04-5182-40 Street Lights +$ 1,500

00-04-5132-40 Garage C.E. -$ 1,500

00-06-7180-40 Pond +$12,235

00-07-8011-41 Z.C. Consultant -$12,235

00-01-1220-49 Supervisor Postage +$184.33

00-01-1220 -10 Supervisor Salaries -$184.33

00-01-1620-15 Building Sal. Spec Proj +$209

00-02-3510-40 Control of Dogs C.E. -$209.00

00-01-1620-40 Buildings C.E. +$2,580.90

00-07-8011-41 Zoning Com .Con. -$2,580.90

00-01-1110-40 Justice C.E. +$1,123.19

00-07-8011-41 Zoning Com. Cons. -$1,123.19

00-01-1110-42 Justice Security + $200.00

00-01-1330-40 Tax Collector C.E. -$200.00

00-06-7181-40 Haunted Fortress C.E. + $1,034.23

00-07-8011.41 Zoning Com. Cons. -$1034.23

**Total Fund General: + $19,066.65 -$19,066.65**

**MOTION MABE BY:** Supervisor Wendy Burton

**SECONDED BY:** Councilman Corey Clanahan

Roll call vote: Wendy Burton – yes; Margaret Fallon – yes; Nathan Lavertue – absent; Corey Clanahan – yes.

Dated this 14th day of December 2023 *Ritamary Bell*, Town Clerk

**Budget modification Resolution # 12E 2023**

**Whereas** the Town of Stanford’s Highway (DA) Fund has expenditures for the adopted 2023 General Fund budget lines that will exceed the amount of fund available in these certain budget lines, and

**Whereas**, the Highway (DA) Fund have funds available in other lines and needs to transfer such funds to provide for expenditures,

**Now therefore be it resolved** that the Town of Stanford Town Board hereby amends and transfers from and to budget lines listed below for FY 2023:

ACCOUNT DESCRIPTION INCREASE DECREASE

01-04-5110-45 Culvert Pipes +$ 1319.20

01-04-5130-44 Tires -$ 1319.20

01-04-5130-45 Outside Repairs +$30,400.00

01-04-5110-42 Oil/Stone -$20,000.00

01-04-5110-44 Stone -$10,400.00

01-04-5130-42 Parts +$6,500.00

01-04-5130-48 Fuel -$6,500.00

01-04-5142-41 Sand +900.00 01-04-5142-42 Salt -$900.00

**Total Fund Hwy: + $39,129.20 -$ 39,129.20**

**MOTION MABE BY:** Supervisor Wendy Burton

**SECONDED BY:** Councilman Corey Clanahan

Roll call vote: Wendy Burton – yes; Margaret Fallon – yes; Nathan Lavertue – absent; Corey Clanahan – yes.

Dated this 14th day of December 2023 *Ritamary Bell*, Town Clerk

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12a. TRANSFER FUNDS FROM THE WHITLOCK ESTATE NY CLASS ACCOUNT TO THE GENERAL FUND: The following resolution was read by Supervisor Burton:

**RESOLUTION #12 F OF 2023**

**TO TRANSFER FUNDS FROM WHITLOCK ESTATE ACCOUNT NY CLASS NY 01-0010-0007 AND MOVE THE FUNDS TO THE GENERAL FUND #3900018**

**Whereas the Town of Stanford** has funds specifically designated to cover expenses attributed to the Whitlock Estate, and

**Whereas** the NY Class Account 0010-0007 Whitlock Estate Fund Account contains funds for this purpose, and

**Whereas** the Town of Stanford will transfer funds from NY Class Account 0010-007 Whitlock Estate 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 Whitlock Estate Account to the General Fund. 00-510 Estimated Revenue +$1780

00-5031 Interfund Transfer

00-960 Appropriations +1780

00-06-7110-40 Park - Whitlock Preserve Contractual

Trust Agency Portion

10-090 Whitlock Estate +1780

10-202 Cash

**MOTION MABE BY:** Supervisor Wendy Burton

**SECONDED BY:** Councilman Corey Clanahan

Roll call vote: Wendy Burton – yes; Margaret Fallon – yes; Nathan Lavertue – absent; Corey Clanahan – yes. Dated this 14th day of December 2023 *Ritamary Bell*, Town Clerk

15. AMBULANCE DISTRICT CONTRACT: The 2024 Ambulance District Contract, no different from last year’s, was approved for the Supervisor’s signature on a motion made by Wendy Burton, seconded by Margaret Fallon. Motion carried with all voting in favor.

17. SET END OF YEAR MEETING: A motion was made by Wendy Burton, seconded by Margaret Fallon, to hold the annual “End of Year” meeting on Thursday, December 28th at 7 PM. Motion carried.

18. APPROVAL OF MINUTES: The Minutes of the November 9th, 2023, Town Board Meeting were approved as written on a motion made by Wendy Burton, seconded by Corey Clanahan. Motion carried with all present voting in favor. Motion carried.

19. APPROVAL OF DECEMBER ABSTRACT #12 OF 2023: A motion was made by Wendy Burton, seconded by Corey Clanahan, to approve the December Abstract of Claims as follows:

General Fund: check #s 7414-7504 in the amount of $ 89,795.51

Highway Fund: check #s 4442-4459 in the amount of $ 159,315.43  
 Bangall Lights: check #3068 in the amount of $ 904.02

Escrow Fund: check #1041 in the amount of $ 350.00

Total of December 2023 Abstract #12: $ 250,364.96

Motion carried with all present voting in favor.

20. PRIVILEGE OF THE FLOOR:

No one addressed the Board.

With no other comments heard, a motion was made by Wendy Burton at 8:30 PM, seconded by Corey Clanahan, to close the meeting and go into an Executive Session regarding personnel. Motion carried with all present voting in favor.

At 8;54 PM a motion was made by Wendy Burton, seconded by Corey Callahan to close the Executive session and go back into the regular meeting, and with no action taken, Margaret Fallon made a motion to adjourn the meeting, seconded by Corey Clanahan. Motion carried.

Respectfully submitted, Ritamary Bell, Town Clerk