TOWN OF STANFORD TOWN BOARD   
MINUTES of MARCH 14th, 2024

The Town of Stanford Town Board met for their monthly meeting on Thursday, March 14th, 2024, at the Town Hall. Supervisor Burton called the meeting to order at 7:00 PM with the Pledge of Allegiance led by Windy Vega.   
 Supervisor Burton dedicated this meeting to the longevity of our Town as we celebrated Stanford’s 231st birthday March 12th.

Roll call: Wendy Burton – present

Julia Descoteaux – absent

Eric Haims - present

Nathan Lavertue – present

Theodore Secor - present

Also in attendance was Town Attorney Robert Butts.

LIAISON REPORTS: Councilman Secor said that the Climate Smart Task Force had not met in several months but were planning on reorganizing soon and would be looking into getting a Climate Smart certification for having a local composting program. They will be meeting soon and would welcome the public at this meeting. The composting program, hopefully at the Transfer Station, would be available to residents to take compost from and/or contribute to it.

Councilman Haims stated that the Zoning Board of Appeals met on Feb. 14th and their agenda item was for an extension of an existing variance. The matter was discussed and the ZBA approved a one-year extension to the previously approved variance. The March ZBA meeting had been cancelled.

Councilman Lavertue reported from the previous night’s Rec. Commission meeting: They voted to approve a new member who would fill Teddy Secor’s unexpired term; that the SPARC Park demolition day was set for March 25th and that the committee was actively looking for volunteers for the many aspects of the re-build starting on April 18th; the recent kids’ recipe program was a big hit and will be doing more again soon; the Easter Egg hunt will be on Sat. 3/30 at the Cold Spring School with the Easter Bunny making an appearance; Pine Plains will not be having a spring soccer program; they are working on the logistics for a trivia night; also working on a grant for the youth program; and the Rec. Commission discussed and voted on membership and fee changes for the upcoming season and will bring this to the Town Board in May, and the summer program will open on June 21st. They are also hoping to get the security system fixed before the SPARC Park re-build.

Councilman Lavertue also read the letter that was sent to the NYS DOT Commissioner in Albany regarding the deterioration and safety issues of Route 82 and documented the letter with a dozen photographs and signed by all five members of the Town Board, as well as The Pine Plains Supervisor and County Legislator Chris Drago. Copies of the letter were also sent to Assemblywoman Didi Barratt, Senator Michelle Hinchey and County Executive Sue Serino.

Supervisor Burton said that the recent Zoning Commission meeting was changed to the last Thursday of this month to accommodate a meeting with the County Planning Commissioner Eoin Wrafter. She had submitted her monthly Supervisor report to the Board members along with the bank reconciliation and two payroll verifications. She had watched a Legislative meeting via Zoom regarding the County getting involved in the EMS service and hoped this would mean a positive change. There will be a regional meeting of the northeast towns in the County at the end of the month and hopefully something will come out of this meeting; the Town is paying a huge amount of money to Northern Dutchess for EMS service and we will need help.

PRIVILEGE OF THE FLOOR:

Kim Briggs, 2252 Bulls Head Road – handed a flyer to the Board for the 2nd annual Salute to Veterans that will probably be at the Rec. Park on Saturday, June 1st.

Travis Christian, 166 Charwill Drive, 166 Charwill Drive – as one of the plaintiffs in the Article 78 against the ZBA, stated that there is still a lot of noise generated by Rathjen’s Landscaping, and that after complaining to the zoning enforcement officer; he said nothing could be done until the suit was settled. He asked that his questions about commercial vs. residential noise be answered by the Town Attorney.

Kathy Zeyher, 158 Shelley Hill Road – not speaking as the ZBA chair but rather as a town resident, asked why the All That Java coffee shop was allowed without a change of use permit. Supervisor Burton said that the Health Dept. was having issues there but that the Building

Town Board Minutes

3/14/24, page 2

Inspector had made that determination. Ms. Zeyher added that a change of use permit should have been sent to the Planning Board and/or the ZBA.

Ben Rathjen, 158 Charwill Drive – spoke of the amount of garbage along the roadsides and with spring coming, would like to help clean up the roads, and then perhaps have an “Adopt o Road Program” throughout the year. Supervisor Burton replied that the roadside clean-up day this year would be April 13th, with Councilman Haims adding that he walks Pumpkin Lane everyday and always brings a garbage bag to pick up any trash.

MOTION TO APPROVE AGENDA: A motion was made by Wendy Burton, seconded by Nathan Lavertue, to approve the agenda with the addition of a #13A, to appoint a new Ethics Board member and Recreation Commission member. Motion carried with all present voting in favor.

NEW BUSINESS:

1. RESOLUTION #3A – TOWN HALL HVAC REPLACEMENT: The following Resolution was read by Supervisor Burton:

Motion made by : Wendy Burton, seconded by Nathan Lavertue

**RESOLUTION #3A OF 2024**

**TO ESTABLISH A CAPITAL PROJECT H39 TOWN HALL HVAC REPLACEMENT**

**WHEREAS**, The Town needs to replace the Town Hall’s HVAC system

**WHEREAS**, The Town has received a $25,000.00 donation to help fund this replacement

**WHEREAS**, The Town needs to establish Capital Project H39 – TH HVAC Replacement, and

**WHEREAS**, The Town Board needs to establish the budget for Capital Project H39,

**NOW THEREFORE BE IT RESOLVED**, The Town Board authorizes the creation of Capital Project H39 – TH HVAC Replacement, AND

**BE IT FURTHER RESOLVED**, The Town Board approves the following budget for Capital Project H39

Estimated Revenues 39-510 $175,000.00

Gifts & Donations 39-2705 $25,000.00

Building Reserve Funds Transfer 39-5031 $150,000.00

Appropriations 39-960 $175,000.00

TH HVAC PROJECT PROF FEES 39-01-1620-40 $8,800.00

TH HVAC CAPITAL PROJECT 39-01-1620-20 $166,200.00 Roll call vote as follows: Wendy Burton - yes, Julia Descoteaux – absent; Nathan Lavertue – yes, Eric Haims – yes; Theodore Secor – yes.

Resolution #3A of 2024 adopted by the affirmative votes of the Town of Stanford Town Board members present and certified this 14th day of March 2024. *Ritamary Bell, Town Clerk*

2. RESOLUTIONS FOR SPARC PARK: Attorney Butts read the following resolution to be adopted prior to Resolution #3B for the project’s budget revision:

**RESOLUTION No. 3G of 2024**

**To classify the Stanford SPARC Park Playground Project and Financial Assistance for the Project as a Type II Action under SEQRA**

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 March, 2024, at 7:00 p.m., Town Supervisor Wendy Burton called the meeting to order, and she, seconded by Councilmember Theodore Secor, moved the following resolution:

**WHEREAS,** the Town Board of the Town of Stanford (the “Town”) has determined that it is in the best interest of the Town to undertake the Stanford Playground and Recreation Challenge/SPARC Park Playground Project (the “Project”), to replace its existing SPARC Park Playground, in kind, with a new facility in the same location; and

**WHEREAS,** the Town Board applied for a grant of financial assistance from the New York State Office of Parks, Recreation and Historic Preservation (“OPRHP”) under OPRHP’s Environmental Protection Fund grant program for the purpose of funding the Project; and

**WHEREAS,** the Project involves the replacement of the existing recreational facility in kind, on the same site, with no change in its present use or footprint, and does not exceed any of the thresholds in Section 617.4 of the SEQR Regulations in 6 NYCRR Part 617;

Town Board Minutes

3/14/24, page 3

**NOW, THEREFORE, BE IT RESOLVED,** that the Stanford Playground and Recreation Challenge/SPARC Park Playground Project and its associated funding, including the above grant funding, constitutes a Type II Action under the New York State Environmental Quality Review Act (“SEQRA”) pursuant to 6 NYCRR Section 617.5 (c)(2), as it constitutes the replacement of an existing facility in kind, on the same site, with no change in its present use or footprint, and does not exceed any of the thresholds in Section 617.4 of the SEQR Regulations; and the Project and its funding are therefore exempt from review under SEQRA.

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

Wendy Burton, Supervisor \_\_\_Yes\_\_\_\_

Julia Descoteaux, Councilperson \_\_\_Absent\_\_\_\_

Nathan Lavertue, Councilperson \_\_\_Yes\_\_\_\_

Eric Haims, Councilperson \_\_\_Yes\_\_\_\_

Teddy Secor, Councilperson \_\_\_Yes\_\_\_\_

Dated: March 14th, 2024

Stanfordville, New York **CERTIFIED TRUE COPY**

I, Ritamary Bell, Clerk of the Town of Stanford, hereby certify that the foregoing is a full, true, and accurate copy of a resolution duly and regularly adopted by the governing body of the municipality, at a meeting duly and regularly held on March 14th, 2024, at which quorum was present throughout, and the required majority of the governing body voted in favor of this resolution. I further certify that this resolution is still in full force and effect and has not been revoked or modified.

March 14, 2024 *Ritamary Bell, Town Clerk*

**RESOLUTION #3B OF 2024**

**To revise CAPITAL PROJECT budget for**

**H38 SPARC PARK PLAYGROUND**

**WHEREAS**, The Town Board passed Resolution No. 12B of 2023 authorizing the purchase of playground equipment for SPARC Park, and

**WHEREAS**, The Town established the Capital Project H38 SPARC Park Playground Replacement (Resolution #2B 2024),

**WHEREAS**, The Town Board established the initial budget for Capital Project 38 (also Resolution #2B 2024), and

**WHEREAS,** this initial budget needs to be amended

**NOW THEREFORE BE IT RESOLVED**, The Town Board approves the following budget for Capital Project H38

Estimated Revenues 38-510 $500,166.70

Gifts & Donations 38-2705 $ 175,746.70

NYS OPRHP Grant 38-3089 $ 274,420.00

DASNY Grant 38-3090 $ 50,000.00

Appropriations 38-960 $500,166.70

SPARC Park Playground Replacement – PBD/OTHER 38-06-7140-20 $ 450,166.70

SPARC Park Playground Replacement – DASNY 38-06-7140-21 $ 50,000.00

Roll call vote as follows: Wendy Burton - yes, Julia Descoteaux – absent; Nathan Lavertue – yes, Eric Haims – yes; Theodore Secor – yes.

Resolution #3A of 2024 adopted by the affirmative votes of the Town of Stanford Town Board members present and certified this 14th day of March 2024. *Ritamary Bell, Town Clerk*

3. RESOLUTION #3C OF 2024 – TO TRANSFER FUNDS FROM THE GENERAL FUND TO THE STANFORDVILLE/BANGALL LIGHTS:

**RESOLUTION #3C OF 2024**

**TO TRANSFER FUNDS FROM THE GENERAL FUND ACCOUNT 3900018 THE STANFORDVILLE/BANGALL LIGHTS ACCOUNT 837728**

**Whereas the Town of Stanford** received monies totaling $13,000 from the Tax Collector for the 2024 property tax levy of the Bangall Lights District, and

**Whereas** these funds were deposited into the Millbrook Bank Account #3900018 General Fund, and

**Whereas** the Town of Stanford General Fund acts as a pass-through account to distribute Tax Levy dollars into various Interfund Districts

. **Now therefore be it resolved**, that the Town Board authorizes the Town Supervisor to

Town Board Minutes

3/14/24, page 4

Transfer $13,000 from the General Fund #3900018 into the Bangall Lights District Account #837728.

Roll call vote as follows: Wendy Burton - yes, Julia Descoteaux – absent; Nathan Lavertue – yes, Eric Haims – yes; Theodore Secor – yes.

Resolution #3C of 2024 adopted by the affirmative votes of the Town of Stanford Town Board members present and certified this 14th day of March 2024. *Ritamary Bell, Town Clerk*

4. RESOLUTION #3D OF 2024 – COURT AUDIT: The following resolution was offered by Wendy Burton, seconded by Erim Haims, as follows:

**RESOLUTION # 3D OF 2024**

**A RESOLUTION TO ACKNOWLEDGE THE COMPLETION OF THE AUDIT**

**FOR THE TOWN OF STANFORD TOWN JUSTICES**

WHEREAS, the State of New York Unified Court System requires that all town and village justices provide their court records and dockets to their respective Town Boards through Section 2019-a of the Uniform Justice Court Act, and

WHEREAS, such records must then be examined or audited, and that fact be entered into the Minutes of the Town’s proceedings, and

WHEREAS, the Unified Court System’s *Action Plan for the Justice Courts*, announced in November 2006, includes initiatives to improve accountability and controls over Justice Court finances and records, as well as increased monitoring of town and village boards’ compliance with Section 2019-A;

NOW, THEREFORE BE IT RESOLVED that the Town of Stanford Town Board is acknowledging that the required audit has been completed for 2023 for Town of Stanford Justice Dennis Smith and Town of Stanford Justice Dennis Buchal, and is forwarding said audits to the Director of Internal Audit of the NYS Office of Court Administration.

Roll call vote as follows: Wendy Burton - yes, Julia Descoteaux – absent; Nathan Lavertue – yes, Eric Haims – yes; Theodore Secor – yes.

Resolution #3D of 2024 adopted by the affirmative votes of the Town of Stanford Town Board members present and certified this 14th day of March 2024. *Ritamary Bell, Town Clerk*

This Resolution and the Courts’ audits will be sent to the Office of Court Administration.

5. RESOLUTION #3E – BUDGET MODIFICATION: The following resolution was offered by Wendy Burton, seconded by Theodore Secor:

**RESOLUTION #3E – BUDGET MODIFICATION**

**Whereas** the Town of Stanford has expenditures for the adopted 2024 General Fund budget lines will exceed the amount of fund available in these certain budget lines, and

**Whereas**, the General has 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 2024:

ACCOUNT DESCRIPTION INCREASE DECREASE

00-01-1010-40 Town Board Cont. +$135.00

00-07-8011-40 Z.C. Salary -$135.00

00-01-1220-20 Sup. Equipment +$1478.00

00-02-3120-40 Police Coverage. -$1478.00

00-01-1320-40 Auditor +$17,500.00

00-01-1310-10 Tax Collector Salary -$17,500.00

**TOTAL +$19,113.00 -$19,113.00**

Roll call vote as follows: Wendy Burton - yes, Julia Descoteaux – absent; Nathan Lavertue – yes, Eric Haims – yes; Theodore Secor – yes.

Resolution #3E of 2024 adopted by the affirmative votes of the Town of Stanford Town Board members present and certified this 14th day of March 2024. *Ritamary Bell, Town Clerk*

6. RESOLUTION #3F – TO ACCEPT GRANT FUNDS FOR SPARC PARK:

Motion made by Wendy Burton

Seconded by Nathan Lavertue

# RESOLUTION #3F of 2024 – TO ACCEPT O.P.R.H.P. GRANT

**RESOLVED**, that the Town of Stanford applied for financial assistance from the New York State Office of Parks, Recreation and Historic Preservation (“OPRHP”) under OPRHP’s

Town Board Minutes

3/14/24, page 5

Environmental Protection Fund grant program for the purpose of funding the Stanford Playground and Recreation Challenge/SPARC Park Playground Project.

**RESOLVED**, that the Town of Stanford is authorized and directed to accept these grant funds in an amount not to exceed Two Hundred Seventy-Four Thousand Four Hundred Twenty Dollars ($274,420) for the project described in the grant application.

**RESOLVED**, that the Town of Stanford is authorized and directed to agree to the terms and conditions of the Master Contract with OPRHP for such Stanford Playground and Recreation Challenge/SPARC Park Playground Project.

**RESOLVED**, that the Town of Stanford is authorized and directed to agree to the terms and conditions of any required deed of easement granted to OPRHP that affects title to real property owned by the Town of Stanford and improved by the grant funds, which may be a duly recorded public access covenant, conservation easement, and/or preservation covenant; and

**RESOLVED**, that the governing body of the Town of Stanford delegates signing authority to execute the Master Contract and any amendments thereto, any required deed of easement, and any other certifications to the individual(s) who hold(s) the following elected or appointed municipal office(s) or employment position title(s): Supervisor.

# CERTIFIED TRUE COPY

I, Ritamary Bell, Clerk of the Town of Stanford, hereby certify that the foregoing is a full, true, and accurate copy of a resolution duly and regularly adopted by the governing body of the municipality, at a meeting duly and regularly held on March 14, 2024 at which a quorum was present throughout, and the required majority of the governing body voted in favor of this resolution. I further certify that this resolution is still in full force and effect and has not been revoked or modified. *Ritamary Bell, Town Clerk*

7. *See agenda item # 2*

8. MOTION TO APPROVE POLICIES FOR BLOODBORNE PATHOGENS AND HAZARD COMMUNICATIONS PROGRAM: Then Town’s insurance company PERMA required that the following policies be enacted:

1. BLOODBORNE PATHOGENS EXPOSURE CONTROL PLAN

Motion made by Wendy Burton, seconded by Nathan Lavertue, Motion carried with all present voting in favor.

2. HAZARD COMMUNICATIONS PROGRAM

Motion made by Wendy Burton, seconded by Nathan Lavertue, Motion carried with all present voting in favor.

*Both documents are available in the Town Clerk’s Office and at the Highway Department.*

9. LETTER TO NYS DOT REGARDING THE CONDITION OF ROUTE 82: Already covered in Councilman Lavertue’s liaison report.

10. APPOINT REBECCA CURTIS AS THE C.A.C. SECRETARY: A motion was made by Wendy Burton, seconded by Thoedore Secor, to appoint Rececca Curtis to the position of CAC secretary. Motion carried with all present voting in favor.

11. ACCEPT RESIGNATION OF EMMA DRIES FROM THE C.A.C.: A motion was made by Wendy Burton, seconded by Nathan Lavertue, to accept the resignation of Emma Dries from the CAC, with their thanks. Motion carried with all present voting in favor.

12. APPOINT MARGARET FALLON TO THE C.A.C.: A motion was made by Wendy Burton, seconded by Nathan Lavertue, to appoint Margaret Fallon to the position of CAC member. Motion carried with all present voting in favor.

13. REAPPOINT STACEY ADAMS TO THE BOARD OF ASSESSMENT REVIEW: A motion was made by Wendy Burton, seconded by Nathan Lavertue, to reappoint Stacey Adams to the Board of Assessment Review. Motion carried with all present voting in favor.

Town Board Minutes

3/14/24, page 6

13 A. APPOINT STACEY ADAMS TO THE BOARD OF ETHICS: A motion was made by Wendy Burton, seconded by Nathan Lavertue, to appoint Stacey Adams to the Board of Ethics to fill the vacancy of Alan Eisenberg. Motion carried with all present voting in favor.

13 B. APPOINT GINNY GERTLING TO THE RECREATION COMMISSION: A motion was made by Nathan Lavertue, seconded by Eric Haims, to appoint Ginny Gertling to the Recreation Commission until the end of that term in December of ‘24. Motion carried with all present voting in favor.

OTHER: Co. Legislator Chris Drago – apologized for being late but was at the County Executive’s State of the County address in Red Hook. He stated that he was enjoying his job as Legislator that covered 170 sq. miles. The hot topic of late was the EMS situation in the County but the wheels were in motion for getting attention to the matter; a County Public Safety Commission was working on a plan to address this with a supplemental service. He had also been appointed to serve on a Northern Dutchess Mental Health group. Also mentioned were the two adjacent bridges’ repairs on Salt Point Turnpike that would be happening shortly and spoke of the detours that will be necessary.

14. APPROVAL OF MINUTES: The Minutes of the February 8th, 2024 Town Board meeting were approved as written on a motion made by Wendy Burton, seconded by Nathan Lavertue. Motion carried.

15. APPROVAL OF MARCH ABSTRACTS: A motion was made by Wendy Burton, seconded by Eric Haims to approve the payments of the March Abstracts, #3 of 2024 as follows:

General Fund: check #s 7624-7629, 7631-7632, 7636 - 7676 in the amount of $52,206.82

Highway Fund: check #s 4502-4520 in the amount of $56,364.59

Library: check # 7635 in the amount of $170,400

Fire District: check # 7634 in the amount of $375,514.00

Stanfordville/Bangall Lights: check # 3071 in the amount of $918.84

Escrow Fund: check # 1045-1047 in the amount of $8,650.09

Ambulance Fund: check # 7633 in the amount of $62,500.00

SPARC Park: check # 3020 in the amount of $129,968.70

HVAC: check # 3019 in the amount of $6,600.00

Total of March 2024 Abstract #3: $ 863,123.04

Motion carried with all present voting in favor.

PRIVILEGE OF THE FLOOR:

Sandra Bilski, 4 Aberdeen Lane – commented on an article she had seen that spoke of the veterans’ “Honor Flights” that will be reactivated for veterans to be flown to Washington, D.C. and thought that maybe some Stanford veterans would be eligible.

Renee Perpetua, 241 Market Lane – was hoping that Carl Merritt would be at this meeting but reiterated that speeding has increased and wondered about the Town’s plan to address that. Supervisor Burton responded that the Town has had a lot of increase in Troopers’ and Sheriffs’ presence and that the speed trailers will be out on the roads in April. However, one problem had arisen: when John Hughes addressed the Town Board, which disqualified our Town Judges from prosecuting speeders caught by the Pine Plains police force. Ms. Burton added that she could always contact Carl Merritt directly with a certain speeding issue. Councilman Lavertue added that he was looking into a grant that could have experts do a safety analysis, especially of the intersection of a Town road, a State road and a County road, and could perhaps do an overall safety of other Town roads. Ms. Perpetua also said that several tractor trailers went by her house and that was a safety issue, they should not be allowed on our narrow roads, or maybe even add weight limit restrictions.

Kathy Zeyher, 158 Shelley Hill Road – asked if the grant money had been received yet for the SPARC Park project. Supervisor Burton responded that they had only received the money from the fundraising campaign but could cover the shortfall until it comes in. Ms. Zeyher also mentioned that the County Planning Federation was having a webinar on affordable housing, of which the Supervisor was already planning on joining.

Co. Legislator Chris Drago – added that on April 1st the County will start working on the two “singing” bridges on Salt Point Turnpike that will finish in 2025; the Milan Town Hall will

Town Board Minutes

3/14/24, page 7

be having a pancake breakfast this Saturday; and that on March 30th there will be a farm toy show at the high school sponsored by the FFA.

Travis Christian – grateful to the Rec for their programs and that his children love the fantastic park, thanking Lauren, Teddy and the Town Board for what they do.

A motion was then made by Theodore Secor to adjourn the meeting at 8:30 PM, seconded by Wendy Burton. Motion carried with all present voting in favor.

Respectfully submitted,

Ritamary Bell

Town Clerk